

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF HOUSING OR THE DIRECTOR'S DESIGNEE TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH BAIRD + DRISKELL COMMUNITY PLANNING FOR THE 21 ELEMENTS PROJECT, INCREASING THE AMOUNT BY \$99,870 TO \$499,870

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, since 2006, the Department of Housing (DOH) and City/County Association of Governments (C/CAG) have co-sponsored a multi-year, six-phase project called the 21 Elements Project ("Project") through which all jurisdictions in San Mateo County have cooperated to sub-allocate San Mateo County's share of planned regional housing growth, and to update local Housing Elements; and

WHEREAS, Phases 1 through 5 of the Project have been completed successfully and have provided the following key benefits to participating jurisdictions: State Housing and Community Development (HCD) committed a single senior reviewer to all jurisdictions, which increased efficiency and consistency of review; jurisdictions with similar regulatory issues were able to negotiate common guidelines with State HCD; mandated report content that was redundant across jurisdictions could be generated in semi-custom "kit" form in order to save jurisdictions' staff time; and the project created an efficient parallel information channel through which stakeholder organizations could provide input into local housing element review processes; and

WHEREAS, on the Board of Supervisors approved Agreement #072224 dated November 1, 2012 with Baird + Driskell Community Planning (BDCP) to conduct Phase 6 of the Project in order to help jurisdictions meet the State-mandated schedule for updating their respective housing elements, and Phase 6 is proceeding on pace; and

WHEREAS, participating jurisdictions will contribute \$208,000 to partially cover the cost of the contract with BDCP, and City/County Association of Governments of San Mateo County (C/CAG) will cover the remaining costs of the contract with BDCP through a series of annual service agreements with DOH; and

WHEREAS, C/CAG contributed \$125,000 to DOH for project costs in FY2012-13, and on August 8, 2013 approved contribution of \$125,000 for FY2013-14, and it is anticipated that C/CAG will contribute additional funding for FY2014-15; and

WHEREAS, participating jurisdictions have requested an increase in the scope of services and have increased their cost-sharing contributions accordingly; and

WHEREAS, the increased scope of the contract necessitated a contract amendment to increase the not-to-exceed amount of the Agreement with BDCP by \$99,870, from \$400,000 to \$499,870, of which \$82,000 was offset by jurisdictions' subscriptions and \$17,870 will be covered by C/CAG;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors hereby:

(A) authorizes and directs the Director of the Department of Housing or the Director's designee to execute the first Amendment to the Agreement with Baird + Driskell

Community Planning for 21 Element Project services, dated November 1, 2012; and
(B) authorizes and directs the Director or the Director's designee to execute contract
amendments modifying the County's maximum fiscal obligation by no more than
\$25,000 (in aggregate), and/or modifying the contract term and/or services so long
as the modified term or services is/are within the current or revised fiscal provisions.

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