



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Parks



Date: August 7, 2014
Board Meeting Date: September 9, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Marlene Finley, Parks Director

Subject: Agreement with San Mateo County Historical Association

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with the San Mateo County Historical Association for operation and maintenance of the County History Museum and two County historical sites, for the term of July 1, 2014 through June 30, 2015, in the amount of \$150,000.

BACKGROUND:

The San Mateo County Historical Association, a non-profit corporation, has operated and maintained the County History Museum and two County-owned and maintained historical sites, the Sanchez Adobe in Pacifica and the Woodside Store in Woodside, for many years. The County's History Museum is accredited by the American Association of Museums and is housed in the old and beautifully renovated San Mateo County Courthouse. The Museum offers educational activities for school children, hosts exhibits detailing the history and development of the County, and offers a wide range of events concerning its history, from tours of the old courthouse and other historic sites, to lectures, discussions and family programs.

DISCUSSION:

The County contracts with the Historical Association for the maintenance and operation of the Museum and the docent program for the Woodside Store and Sanchez Adobe historical sites. The Historical Association is the lead historical group in San Mateo County and has the expertise and volunteer base to operate the three historic sites. Therefore, it is in the best interest of the County to waive the Request for Proposals (RFP) process and continue to contract with the San Mateo County Historical Association for these services.

For FY 2014-15, the Board is requested to authorize an agreement with the Historical Association in the amount of \$150,000, which reflects pre-recession funding. In FY

2009-10, the agreement amount was reduced from \$150,000 to \$135,000 in response to the economy's decline. To offset the decrease in funding, the FY 2009-10 agreement also reduced the number of service hours the Association was obligated to provide at the three historical sites. Thus the Association agreed to keep the museum open to the public five days a week, rather than six days a week, for a minimum of 30 hours, rather than 36 hours; to keep the Woodside Store historical site open to the public 14 hours a week, rather than 20 hours a week, and the Sanchez Adobe site open to the public 20 hours a week rather than 26 hours a week.

The Historical Association is a valuable County partner and has requested that the agreement amount be increased to the pre-recession amount of \$150,000. The number of service hours provided would be at the increased level of the pre-recession FY 2008-09 agreement. Should the Board approve the FY 2014-15 agreement, \$150,000 has been included in the Parks FY 2014-15 budget.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, nondiscrimination and equal benefits.

County Counsel has reviewed and approved the Resolution and Agreement as to form.

Approval of this agreement for services from the County Historical Association contributes to the Shared Vision 2025 outcome of a Livable Community as the History Museum is centrally located and widely used by residents, and the docent services provided by the Historical Association at the Sanchez Adobe and Woodside Store historic sites support a significant cultural dimension of San Mateo County living.

PERFORMANCE MEASURE(S):

Measure	FY 2013-14 Actual	FY 2014-15 Projected
Annual Park Visitors	2,000,000	2,050,000

FISCAL IMPACT:

Should the Board authorize the execution of the Agreement, the fiscal obligation with the San Mateo County Historical Association would be for the term of July 1, 2014 through June 30, 2015, and for an amount not to exceed \$150,000. Funding for this contract has been included in the Parks FY 2014-15 budget and represents an increase of \$15,000 in Net County Cost from the previous fiscal year.