



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** January 24, 2017  
**Board Meeting Date:** February 14, 2017  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jim Eggemeyer, Director, Office of Sustainability  
Heather Forshey, Director, Environmental Health, Health System

**Subject:** **Measure K:** Resolution authorizing amendment to existing Agreement with Erler & Kalinowski, Inc. adding \$123,900 and scope of services for Phase 2 of a groundwater basin assessment of the San Mateo Plain sub-basin.

**RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing an amendment to an existing agreement with Erler & Kalinowski, Inc. adding \$123,900 and scope of services for Phase 2 of a groundwater basin assessment of the San Mateo Plain sub-basin, for a new not to exceed amount of \$800,000.

**BACKGROUND:**

San Mateo County has nine groundwater basins and sub-basins within its borders. The San Mateo Plain sub-basin underlies the bayside of San Mateo County from approximately Burlingame to the Santa Clara – San Mateo County boundary at San Francisquito Creek, and westward into Portola Valley. The adjacent basins and sub-basin to the north, south and east are being actively managed. However, there is no entity actively managing or monitoring the San Mateo Plain sub-basin at this time.

In 2014 the County became aware of a potential increase in extraction of groundwater from the San Mateo Plain sub-basin. Concurrently, in 2014, California enacted the Sustainable Groundwater Management Act. The legislation provides a framework for sustainable management of groundwater supplies by local authorities. These two factors, along with many years of severe drought conditions prompted the Office of Sustainability (OOS) and Environmental Health Services division (EH) to develop a regional approach towards assessing the state of the San Mateo Plain groundwater sub-basin.

In Spring 2015, OOS and EH engaged technical stakeholders to identify the information available on the state of the San Mateo Plain sub-basin. While some data collection and assessment had previously been undertaken in specific areas of the sub-basin, OOS and EH determined that additional technical information was needed to develop a truly comprehensive assessment of the San Mateo Plain sub-basin. A Revised Groundwater Assessment Plan (Plan) outlining a proposed approach to completing a comprehensive assessment of current usage and conditions of the sub-basin was completed in September 2015 by EH. The Plan identified four objectives that needed to be addressed as well as called for the identification of potential, long-term strategies to sustainably manage groundwater resources through policies and cooperative relationships.

These points were summarized in a request for proposals (RFP) in order to find a qualified contractor that could develop a groundwater assessment for the San Mateo Plain sub-basin. The resulting contract was awarded to Erler & Kalinowski, Inc. (EKI). The scope of work in the contract with EKI includes three phases. Though all three phases were included in the contract scope of work, the project required completion of Phase 1 in order to establish needs for additional fieldwork for Phase 2.

Phase 1 of the project is nearing completion and has included: collection of existing data resources, identification of threats to water quality, development of a water balance and three-dimensional conceptual and numeric models for the sub-basin, participation in stakeholder workshops, delivery of technical memoranda, and a proposed scope of work for Phase 2. The final deliverable, a Phase 1 final report, was presented in a public workshop on January 31, 2017 at the Redwood Shores Public Library.

### **DISCUSSION:**

The work completed in Phase 1 and the beginning of Phase 2 of the existing contract has identified data gaps needing to be filled, in order to refine the data base and resulting water balance and groundwater basin conceptual models. Per Task 8 - Phase 2 of the original Agreement, EKI has provided the County with a plan and proposed scope of work to cost-effectively fill remaining high value data gaps.

The proposed scope of work for Phase 2 adds data gathering and additional testing, enhancement of the project database, refinement of groundwater management options, better understanding of water flow at the sub-basin boundaries, and additional stakeholder outreach. No funding for additional field investigations in Phase 2 was included in the original contract due to the unknown nature of the data gaps resulting from Phase I. The cost for the additional Phase 2 scope of work proposed by EKI is \$123,900.

Work on Phase 2 is expected to be completed by December 2017. Phase 3 will be completed April 2018 with a final San Mateo Plain Groundwater Assessment Report that compiles key findings from Phase 1 through Phase 3 due in April 2018.

The cost for additional project scope for Phase 2, combined with the current contract amount of \$676,100, matches the original \$800,000 allocation of **Measure A (K)** funding. Should additional funding be required for high value data collection or analysis, requests will be made through the fiscal year 2017-19 budget process.

**Performance Measure(s):**

<b>Measure</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Projected</b>	<b>FY 2017-18 Projected</b>
Percent of Completion of the Groundwater Basin Assessment of the San Mateo Plain Sub-Basin	75%	90%	100%

County Counsel has reviewed and approved the agreement and resolution as to form.

**SHARED VISION 2025:**

This groundwater basin assessment contributes to the County's Shared Vision 2025 outcome of an Environmental Conscious Community through ensuring the efficient use of the County's water and the environmental stewardship of natural resources.

This project also contributes to the Shared Vision 2025 outcome of a Collaborative Community by fostering partnerships with the stakeholders in the San Mateo Plain as well as working with agencies in adjoining basin and sub-basins to ensure collaborative and regional management of San Mateo County's groundwater resources.

**FISCAL IMPACT:**

The current amount of the agreement is not to exceed \$676,100. This amendment would add \$123,900 for a total of \$800,000. This agreement is funded by **Measure K**.