

RESOLUTION NO. .

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

RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH NELSON\NYGAARD CONSULTING ASSOCIATES, INC. FOR THE PROVISION OF PHASE 3 OF THE COMMUTER ALTERNATIVES PROGRAM, INCLUDING AN ASSESSMENT OF THE COUNTY'S COMMUTE INCENTIVE PROGRAM AND THE DEVELOPMENT OF A TRANSPORTATION DEMAND MANAGEMENT PLAN, EXTENDING THE AGREEMENT END DATE FROM JUNE 30, 2018, TO JUNE 30, 2019, AND INCREASING THE CONTRACT AMOUNT BY \$75,621 FOR A NEW AMOUNT NOT TO EXCEED \$175,298

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

WHEREAS, the Office of Sustainability has undertaken a comprehensive review of the County's Commute Alternatives Program including review of the Commuter Bus Pilot Program; and

WHEREAS, on June 23, 2017, the County entered into an agreement with Nelson\Nygaard Consulting Associates, Inc., a commute programs consultant, to complete Phase 1 of a three phase evaluation process, which was to conduct an evaluation of the San Mateo County Commuter Bus pilot project from June 1, 2017, through October 31, 2017, at a total cost not to exceed \$56,615; and

WHEREAS, on December 22, 2017 the County amended the agreement with Nelson\Nygaard Consulting Associates, Inc. for Phase 2 of the evaluation, which was to establish Commute Alternative Program Goals and develop TDM program scenarios from December 18, 2017, through June 30, 2018, at a total cost not to exceed \$99,757; and

WHEREAS, following the execution of Amendment 1 of the Agreement, the parties discovered ministerial errors concerning the increase in the amount for Phase II of the project as well as the new not to exceed amount of the Agreement; and

WHEREAS, the parties desire to correct such errors in order to clearly document the increased amount as well as the new not to exceed amount in Amendment 1 of the Agreements; and

WHEREAS, the increase in the contract amount in Amendment 1 of the Agreement was overstated and the correct increased amount was \$43,062 for a corrected not to exceed amount of \$99,677; and

WHEREAS, staff is recommending to your Board to amend the agreement with Nelson\Nygaard for Phase 3 of the evaluation, which includes additional employee outreach, further analysis on the existing commute incentive program, and the development of the final Transportation Demand Management strategic plan extending the term through June 30, 2019, and increasing the contract amount by \$75,621 for a new amount not to exceed \$175,298; and

NOW THEREFORE, BE IT RESOLVED that the President of the Board of Supervisors shall be and is hereby authorized and directed to execute the Amendment to the Agreement with Nelson\Nygaard Inc., and the Clerk of the Board shall attest to the President's signature thereto.

BE IT FURTHER RESOLVED that the Director of the Office of Sustainability, or the Director's designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) and/or

modify the contract terms and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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