

RESOLUTION NO. .

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

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RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF HOUSING OR THE DIRECTOR'S DESIGNEE TO EXECUTE AGREEMENTS WITH: A) BAIRD + DRISKELL COMMUNITY PLANNING, IN AN AMOUNT NOT TO EXCEED \$696,00 OVER THE TWO YEAR TERM OF JULY 1, 2019 THROUGH JUNE 30, 2021 TO CONDUCT THE 21 ELEMENTS PROJECT; AND B) THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS FOR RECEIPT OF \$150,000 IN C/CAG FUNDS FOR REIMBURSEMENT OF PROJECT COSTS INCURRED IN FY 2019-20

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

WHEREAS, since 2008, the Department of Housing (“DOH”) and the City/County Association of Governments of San Mateo County (“C/CAG”) have co-sponsored a multi-year project called the 21 Elements Project (the “Project”) through which all twenty-one jurisdictions in San Mateo County have been cooperating to sub-allocate the County’s share of planned regional housing growth and update their respective local Housing Elements; and

WHEREAS, the Project has proceeded through a number of phases, providing important benefits to participating jurisdictions, including cost savings in preparation and successful certification of their respective Housing Elements; and

WHEREAS, Baird + Driskell Community Planning (“BDGP”) has rendered consulting services to the Project from its outset; and

WHEREAS, on June 27, 2017, the Board of Supervisors approved a two-year Agreement with BDCP to conduct Phase 8 of Project in order to assist participating jurisdictions with updates to their respective inclusionary housing Ordinances and accessory dwelling unit ordinances as well as develop or revise other housing-related policies and programs; and

WHEREAS, DOH recommends that the Board waive the Request for Proposals (“RFP”) requirement for this agreement because the best interest of the County would be served without engaging in the RFP process; and

WHEREAS, BDCP has developed strong relationships with members of each of the 21 jurisdictions since the 21 Elements Project began in 2008, and BDCP possesses the background and expertise necessary to address the unique housing challenges in San Mateo County, both of which are critical to the success of the 21 Elements Project.; and

WHEREAS, DOH wishes to retain the services of BDCP for FY 2019-21 continue the cost-effective, successful, and collaborative work of the Project; and

WHEREAS, C/CAG contributed \$87,500 to DOH for Project costs in each of the two fiscal years 2017-18 and 2018-19; and

WHEREAS, on June 13, 2019, the C/CAG board authorized the use of \$150,00 in Congestion Relief Plan – Linking Housing with Transportation funds for FY 2019-20 for reimbursement of Project costs incurred in FY 2019-20; and

WHEREAS, for FY 2019-21, participating jurisdictions are expected to contribute approximately \$45,600 in aggregate each year to partially defray the costs of

the Project, and C/CAG and DOH intend to jointly contribute \$302,400 in FY 2019-20 to cover Project costs, with \$150,000 coming from C/CAG funds and \$152,400 from County funds under a cooperative agreement between C/CAG and DOH; and

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors adopt a resolution waiving the request for proposals process and authorizing the Director of the Department of Housing or the Director's Designee to execute agreements with: A) Baird + Driskell Community Planning, in an amount not to exceed \$696,000 over the two year term of July 1, 2019 through June 30, 2021 to conduct the 21 Elements project; and B) the City/County Association of Governments for receipt of \$150,00 in C/CAG funds for reimbursement of project costs incurred in FY 2019-20.

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