



# County of San Mateo

## Inter-Departmental Correspondence

---

**Department:** DEPARTMENT OF EMERGENCY  
MANAGEMENT

**File #:** 24-245

Board Meeting Date: 4/9/2024

---

**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Dr. Shruti Dhapodkar, Director, Department of Emergency Management  
**Subject:** Approval to amend agreement with Bay Area Tree Specialists

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Bay Area Tree Specialists for the removal of trees along identified evacuation routes throughout San Mateo County, to increase the County's maximum fiscal obligation by \$245,080 for a total amount of \$527,580, and to extend the term to December 31, 2024.

**BACKGROUND:**

The County of San Mateo applied for and was awarded grant funding from the California Fire Safe Council through its CalFire Evacuation Route Planning and Development Grant Program. The purpose of the Grant is to prioritize and reduce potential hazardous fuels, such as trees, to increase the safety and viability of critical roadways as evacuation routes during a wildfire.

This project was separated into two phases. Phase I involved the removal of half the trees and other potential hazardous fuels in areas identified by the Fire Safe Council. On December 14, 2021, this Board of Supervisors, by Resolution No. 079633, approved an Agreement in the amount of \$282,500, for the term of May 1, 2023 to January 31, 2024, with Bay Area Tree Specialists for the removal of trees identified in Phase I. The Agreement was funded by the CalFire Grant and Measure K funds. Phase I was completed by Bay Area Tree Specialists on January 19, 2024.

Phase II involves the removal of trees and potential hazardous fuels in the remaining areas and will be funded entirely by CalFire's Fire Evacuation Route Planning and Development Grant. The County requested proposals for the removal of trees and potential hazardous fuels for Phase II and selected Bay Area Tree Specialists for the project.

**DISCUSSION:**

In order to complete Phase II of the project, the Department of Emergency Management wishes to amend the Agreement for tree removal at seven additional sites, to increase the County's fiscal

obligation by \$245,080 to a total amount of \$527,580, and to extend the term to December 31, 2024. The additional sites for tree removal are as follows:

- Sneath Lane to San Bruno at Claremont
- Sneath Lane to San Bruno near 280 on-ramp
- Old Spanish Trail Los Trancos
- Glencrag Way, Woodside
- Palomar Drive - East Palomar Park - Unincorporated
- Palomar Road - Portola Valley
- Canada Road - Woodside

The proposed amended agreement is submitted to the Board with this memorandum.

The County Attorney has reviewed and approved the proposed amended agreement and resolution as to form.

**PERFORMANCE MEASURE:**

Description	Target
Removal of trees from seven sites (listed above), to improve identified evacuation routes	Completed

**FISCAL IMPACT:**

Funding for this amendment is provided entirely by CalFire’s Fire Evacuation Route Planning and Development Grant. There is no Net County Cost. The funds for this amendment are included in the Department of Emergency Management’s FY 2023-34 Adopted Budget.