



County of San Mateo

Inter-Departmental Correspondence

Department: AGRICULTURE\WEIGHTS &
MEASURES
File #: 23-440

Board Meeting Date: 6/13/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Koren Widdel, Agricultural Commissioner/Sealer
Subject: Agreement with the Regents of the University of California

RECOMMENDATION:

Adopt a resolution authorizing the President of the Board of Supervisors to execute an agreement with the Regents of the University of California for the University of California Cooperative Extension program to provide services to San Mateo County residents in an amount not to exceed \$238,472 for the term of July 1, 2023 to June 30, 2025, and granting a waiver of the competitive bidding process for acquisition of these services pursuant to Administrative Memorandum B-1, Section IV.C.1.

BACKGROUND:

The University of California (UC), Division of Agriculture and Natural Resources, connects San Mateo County's residents and agricultural industry to UC research through the University of California Cooperative Extension program (UCCE).

UCCE's advisors, specialists, and faculty deliver information to the San Mateo County residents and agricultural industry through educational and applied research programs. UCCE's locally based programs include a San Mateo County-based advisor, the UC Master Gardeners, UC 4-H Youth Development Program, UC Master Food Preservers, and California Naturalists, all of which connect residents of all ages to agricultural and natural resource sciences and empower them to become active and engaged citizens. UCCE maintains a local office and UC Elkus Ranch in Half Moon Bay, and an office in Redwood City.

The Board, by Resolution No. 073899, approved the initial agreement between the Agricultural Commissioner/Sealer and UCCE on July 7, 2015 for FYs 2015-16 and 2016-17 and, since then, has entered into new agreements with UC. The current agreement expires June 30, 2023 and has a maximum fiscal obligation of \$222,809.60.

DISCUSSION:

Staff recommends that the County enter into a new agreement with UC in an amount not to exceed

\$238,472 for the term of July 1, 2023 to June 30, 2025 (“Agreement”). Under the Agreement, UCCE will, among other services:

- Work in conjunction with governmental agencies and private parties on projects to provide an integrated, research-based approach to agriculture and natural resource understanding and management, with particular emphasis on integrated pest management, urban forestry and agriculture, livestock and rangeland management, youth development, nutrition, environmental science, food preservation, home gardening, and citizen science participation;
- Provide technical and conceptual assistance to constituent requests and inquiries related to agricultural and natural resources;
- Support and provide research and educational programs that meet local agriculture and natural resource needs, focused on enhancing agricultural productivity in San Mateo County, protecting water, land, and air resources, and helping to shape healthy sustainable food systems for San Mateo County residents;
- Offer opportunities for individuals, families, and youth to enhance quality of living by providing resources that support independent and self-sufficiency, problem-solving skill development, health maintenance, and obesity/diabetes prevention, as well as providing information on food safety, preparation, preservation, and budgeting for food security;
- Provide the outdoor learning laboratory at UC Elkus Ranch Environmental Education Center;
- Provide university-trained volunteers for research-based advice and support to local gardeners, food preparers, and youth agencies;
- Offer the 4-H Program; and
- Provide and/or conduct annual training and education on emerging issues and policies pertaining to agriculture and natural resource conservation and management.

Staff further recommends that the Board grant a waiver of the Request for Proposal (RFP) process pursuant to Administrative Memorandum B-1, Section IV.C.1, which provides that sole source services do not require competitive procurement. UCCE is a sole source provider of the above-described highly unique services to San Mateo County residents and agricultural producers. The Board has granted a waiver of the RFP process in past contracts with UCCE, which has demonstrated a strong commitment to providing high quality services and has successfully met the established performance goals.

Staff requests that the Board authorize the Agricultural Commissioner/Sealer, or designee(s), to execute amendments to the Agreement which modify by no more than \$25,000 (in aggregate) and/or modify the agreement term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The County Attorney has reviewed and approved the resolution and Agreement as to form.

PERFORMANCE MEASURE:

Measure	FY 2021-22	FY 2022-23	FY 2023-25
	Actuals	Projected	Target

Number of youth and adults participating in UCCE led agricultural and environmental programs	11,267	10,197	20,000
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FISCAL IMPACT:

The maximum fiscal obligation under the Agreement is \$238,472 allocated equally over the two-year term (\$119,236 each year). The funds for FY 2023-24 and FY 2024-25 are included in the Department's FY 2023-25 Recommended Budget.