



County of San Mateo

Inter-Departmental Correspondence

Department: PLANNING AND BUILDING

File #: 16-222

Board Meeting Date: 6/6/2017

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Steve Monowitz, Community Development Director

Subject: Amendment to the Agreement with BridgeNet International Inc., for technical support services for the San Francisco International Airport/Community Roundtable.

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with BridgeNet International Inc., for technical support services for the San Francisco International Airport/Community Roundtable extending the term through December 31, 2016, and increasing the amount by \$20,763.19, for a new not-to-exceed amount of \$120,263.19.

BACKGROUND:

The San Francisco International Airport/Community Roundtable (Roundtable) was established in 1981 as a voluntary committee to address community noise impacts from aircraft operations at San Francisco International Airport (SFO). The current participants in the Roundtable include the City and County of San Francisco (City), the County of San Mateo (County), the City/County Association of Governments of San Mateo County (C/CAG), the Airport Land Use Committee (ALUC), and 18 towns and cities within the County. In 2016, the Board of Supervisors approved an agreement between the City and County authorizing the County's continued participation in the Roundtable as a centralized forum for addressing aircraft related noise issues.

The County, through the Planning and Building Department (Department), provides professional staff to the Roundtable, dedicating 50 percent of one full-time equivalency Planner III to act as the Roundtable Coordinator. In addition, the County coordinates the selection of and manages a consultant to provide technical guidance, member outreach, meeting facilitation, and other services in support of the Roundtable.

In 2012, the County released a Request for Proposals (RFP) in order to identify a successor to the consultant serving the Roundtable at that time, Environmental Science Associates. Among the proposals received, BridgeNet International Inc., (BridgeNet) was identified as the successful vendor based on cost effectiveness and relevant previous experience. The County executed an initial agreement with BridgeNet for the term November 1, 2012 to October 31, 2013 in the amount of \$70,000. Due to satisfactory performance results and a continued need for services, the Department

subsequently amended the agreement through October 31, 2016 for a not-to-exceed amount of \$99,500.

DISCUSSION:

The County has issued an RFP for a consultant to provide Roundtable support services beginning on July 1, 2017, and that selection process is ongoing. Due to the need for the Roundtable to respond to the FAA Initiative to Address Noise in the Bay Area throughout 2016, as well as unexpected delays in the selection process, BridgeNet continued to provide services through the remainder of 2016. The proposed amendment will increase the not-to-exceed amount by \$20,763.19 to a total contract amount of \$120,263.19 and extend the term of the agreement to December 31, 2016.

The resolution contains the County's standard provision allowing amendments by the department head of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

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

FISCAL IMPACT:

The amendment to this agreement will result in no impact to net County cost. This amended contract is fully funded by the San Francisco International Airport Community Roundtable trust fund and appropriations have been included in the adopted FY 2016-17 Roundtable budget.