



# County of San Mateo

## Inter-Departmental Correspondence

---

**Department:** COUNTY MANAGER: OFFICE OF SUSTAINABILITY

**File #:** 16-454

Board Meeting Date: 8/8/2017

---

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

**To:** Honorable Board of Supervisors

**From:** Jim Eggemeyer, Director, Office of Sustainability  
Heather Forshey, Director, Environmental Health, Health System

**Subject:** Amendment to an existing Agreement with Erler & Kalinowski, Inc. adding \$134,931 and scope of services for Phase 2B of a groundwater basin assessment of the San Mateo Plain sub-basin.

### **RECOMMENDATION:**

Adopt a resolution authorizing an amendment to an existing agreement with Erler & Kalinowski, Inc. adding \$134,931 for a new not to exceed amount of \$934,931, extending the end date of the agreement, and expanding the scope of services for Phase 2B of a groundwater basin assessment of the San Mateo Plain sub-basin.

### **BACKGROUND:**

San Mateo County has nine groundwater basins and sub-basins within its borders. The San Mateo Plain sub-basin underlies the bayside of San Mateo County from approximately Burlingame to the Santa Clara/San Mateo County boundary at San Francisquito Creek, and westward into Portola Valley. The adjacent basins and sub-basin to the north, south, and east are being actively managed. However, there is no entity actively managing or monitoring the San Mateo Plain sub-basin at this time.

In 2014, the County became aware of a potential increase in the extraction of groundwater from the San Mateo Plain sub-basin. Concurrently, in 2014, California enacted the Sustainable Groundwater Management Act. This legislation provides a framework for sustainable management of groundwater supplies by local authorities. These two factors, along with many years of severe drought conditions prompted the Office of Sustainability (OOS) and Environmental Health Services division (EH) to develop a regional approach towards assessing the state of the San Mateo Plain groundwater sub-basin.

In Spring 2015, OOS and EH engaged technical stakeholders to identify the information available on the state of the San Mateo Plain sub-basin. While some data collection and assessment had previously been undertaken in specific areas of the sub-basin, OOS and EH determined that

additional technical information was needed to develop a truly comprehensive assessment of the San Mateo Plain sub-basin. A Revised Groundwater Assessment Plan (Plan) outlining a proposed approach to completing a comprehensive assessment of current usage and conditions of the sub-basin was completed in September 2015 by EH. The Plan identified four objectives that needed to be addressed as well as called for the identification of potential, long-term strategies to sustainably manage groundwater resources through policies and cooperative relationships.

These points were summarized in a request for proposals (RFP) in order to find a qualified contractor that could develop a groundwater assessment for the San Mateo Plain sub-basin. The resulting contract was awarded to Erler & Kalinowski, Inc. (EKI).

The scope of work in the contract with EKI includes three phases. Completion of Phase 1 was required to establish needs for additional tasks for Phase 2. Additional funding in the amount of \$123,900 was added to the EKI contract through an amendment action by your Board on February 14, 2017, for a new total not to exceed amount of \$800,000. This amount was the total allocation of Measure K funds for this project.

#### **DISCUSSION:**

Prior to establishing the scope for the February 14, 2017 amendment for Phase II tasks, EKI provided a proposal, which included multiple high-value tasks. Total available Measure K funding for the San Mateo Plain Sub Basin project (\$800,000) did not allow for all of these tasks to be included in the February 2017 amendment. Additional funding required for these tasks, which include data collection or analysis, have been identified through the Fiscal Year 2017-19 budget process. The current amendment includes those tasks not included in the previous amendment, plus some additional tasks identified since February 2017.

Work on Phase 2 is expected to be completed by April 2018. Phase 3 will be completed by May 2018 with a final San Mateo Plain Groundwater Assessment Report that compiles key findings from Phase 1 through Phase 3 due in June 2018.

The cost for additional project scope for Phase 2B in the amount of \$134,931, combined with the current contract amount of \$800,000, establishes a new not to exceed amount of \$934,931.

#### **PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Projected</b>
Percent of Completion of the Groundwater Basin Assessment of the San Mateo Plain Sub-basin	85%	92%	100%

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

This groundwater basin assessment contributes to the County's Shared Vision 2025 outcome of an Environmental Conscious Community through ensuring the efficient use of the County's water and the environmental stewardship of natural resources.

This project also contributes to the Shared Vision 2025 outcome of a Collaborative Community by fostering partnerships with the stakeholders in the San Mateo Plain as well as working with agencies in adjoining basin and sub-basins to ensure collaborative and regional management of San Mateo

County's groundwater resources.

**FISCAL IMPACT:**

The current amount of the agreement is not to exceed \$800,000 and is funded by **Measure K**. This amendment will increase the agreement by \$134,931 for a new not to exceed amount of \$934,931. Funding for this amendment is being absorbed by the Departments' Net County Cost allocations and has been included in their FY 2017-18 budgets.