



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 18-911

Board Meeting Date: 10/2/2018

Special Notice / Hearing: None
Vote Required: 4/5ths

To: Honorable Board of Supervisors
From: Deborah Bazan, Director of the Project Development Unit
Subject: Valet Parking/Shuttle Services Agreement

RECOMMENDATION:

Adopt resolution authorizing the Project Development Unit Director or designee to execute:

- A) An agreement with Corinthian International Parking Services, Inc. for Valet Parking/Shuttle Services for the San Mateo Health System Campus Upgrade Project in an amount not to exceed \$2,488,332; and
- B) Contract amendments that will increase the County's maximum fiscal obligation by no more than \$25,000 in aggregate and /or modify the contract term and/or services so long as it does not cause the total for the Valet Parking/Shuttle Services for the San Mateo Health Campus Upgrade Project to exceed the current or revised fiscal provisions.

BACKGROUND:

The San Mateo Health Services Building (SMHSB), located at 225 37th Avenue in San Mateo, was built in 1952. The adjacent Hospital Administration Building was built in 1954. To consider the future of these buildings and the campus where they sit, in February 2016, the County commissioned the Health System Master Plan Study.

Following the study, it was determined that the SMHSB had outlived its useful life and should be demolished. It was also determined that the County should direct funds to the modernization and improvement of the Health System Campus, rather than to state-mandated seismic retrofitting of the out-of-date 1954 building.

Following a March 28, 2017 Study Session, the Board authorized the construction of a new 70,000 SF Non-OSHPD Hospital Administration Building, renovation of the Hospital Nursing Wing, and other campus improvements.

The Project will relocate approximately 300 County Staff from the heavily impacted Health System Campus to other new developments within the County including the new County Office Building 3.

The Project will also create a prominent and easily navigable entrance for the modernized Health System Campus.

DISCUSSION:

San Mateo Health System Campus will be under substantial construction beginning November 2018 through December 2021. The project site does not have sufficient on-site parking for employees with some parking on the nearby streets. The current on-site parking capacity is approximately 700 stalls. Approximately 300 employees currently park on neighborhood streets which is disruptive to the surrounding neighborhoods. During the construction period, the project site will be more impacted due to displacement of parking spaces. Approximately 200 parking spaces on-site will be displaced during the construction.

It was determined that the parking shortage will be addressed using an on-site valet assisted parking service in combination with off-site parking. A shuttle service will be required to bring employees from and to the offsite parking location. It was also determined that the County shall utilize approximately 200 parking spaces at the San Mateo Fair Grounds at zero cost to the County. The San Mateo Fair Grounds has set “black out” dates prescheduled. The County has initiated negotiations with the College of San Mateo to secure necessary parking stalls for use during “black out” periods.

A Request for Statements of Qualifications (RFSOQ) for the Valet Parking/Shuttle Services for the San Mateo Health System Campus Upgrade Project was issued on July 25, 2018. Four firms submitted Statements of Qualifications. Each was qualified to receive the Request for Proposals (RFP) and each submitted a proposal.

On September 14, 2018, the selection committee, comprised of PDU representatives reviewed, rated the proposers, and selected Corinthian International Parking Services, Inc. to provide Valet Parking and Shuttle services during the construction of the San Mateo Health System Campus Upgrade Project.

County Counsel has reviewed and approved the Resolution as to form.

Approval of these actions will contribute to the Shared Vision 2025 outcome of Collaborative and Safe Community by advancing this project that will provide regional benefits to San Mateo County residents.

FISCAL IMPACT:

The PDU will take an ATR to the Board in either late spring 2019 or early fall 2019 to appropriate the funding for the agreement. The Unit will absorb these costs within its existing budget until then.