



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER: OFFICE OF SUSTAINABILITY

File #: 19-088

Board Meeting Date: 1/29/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jim Eggemeyer, Director, Office of Sustainability

Subject: Agreement with Toole Design Group, LLC to Develop the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan

RECOMMENDATION:

Adopt a resolution authorizing the Office of Sustainability to enter into an agreement for \$218,930 with Toole Design Group, LLC for a term of January 29, 2019, to July 31, 2020, to develop the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan, funded by a Sustainable Communities Grant from California Department of Transportation.

BACKGROUND:

On February 23, 2018, the County of San Mateo submitted a Sustainable Communities grant application to the California Department of Transportation (Caltrans) for the Transportation Planning Grant Program statewide competitive funding call for projects. On May 11, 2018, Caltrans announced the award for the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan and on August 7, 2018 your Board adopted Resolution No. 076059 accepting the grant funds in the amount of \$228,820 under the Transportation Planning Grant Program.

DISCUSSION:

The Unincorporated San Mateo County Bicycle and Pedestrian Master Plan (BPMP) will be a first for the County, focusing on proactively planning bicycle and pedestrian improvements in unincorporated areas. The BPMP will identify corridors of countywide significance that link communities, while also developing focused plans for unincorporated communities, including North Fair Oaks, Pescadero, Montara, Moss Beach, and El Granada, among others. Many neighboring jurisdictions have been planning for and investing in bicycle and pedestrian infrastructure, and the BPMP will help to complete gaps in the countywide network. Current planning efforts provide a strong framework for developing recommendations for the Unincorporated BPMP, including bicycle and pedestrian networks, facilities, and programs. The BPMP will be developed through extensive public outreach to determine the needs of the community and find solutions to fill gaps in the transportation network and

safety programs.

On October 12, 2018, the Office of Sustainability (OOS) released a Request for Proposals (RFP) to develop the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan. The OOS received proposals from four different vendors. After evaluation of the four proposals and in-person interviews with three proposal teams, Toole Design Group, LLC, in partnership with EnviroIssues, was selected as the preferred vendor. This determination was made on the basis of their experience conducting these services, their outreach and engagement strategy, and the completeness, depth, and breadth of their proposal.

This agreement between the Office of Sustainability and Toole Design Group requires Toole Design Group, in partnership with EnviroIssues, to develop the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan. These tasks will be carried out over an 18-month period beginning in January 2019 and continuing through July 2020.

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

SHARED VISION 2025:

Approval of this agreement contributes to the Shared Vision 2025 outcomes of an environmentally conscious community by increasing the proportion of trips made by bicycling and walking rather than by automobile. This project will outline steps to help shift some daily trips from driving to cycling or walking, thereby reducing pollution and greenhouse gas emissions from automobiles.

PERFORMANCE MEASURE:

Measure	FY 2018-19 Target	FY 2019-20 Target
Number of residents reached through public outreach efforts	400	2,000
Number of outreach events held in the county	4	18

FISCAL IMPACT:

The agreement is funded by a grant from the State of California's Sustainable Communities Program, thus there is no Net County Cost associated with this agreement. The term of the agreement is January 29, 2019, through July 31, 2020, with a total contract amount not to exceed \$218,930, which has been included in the Office of Sustainability's FY 2017-19 Recommended Budget.