



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 19-080

Board Meeting Date: 1/29/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Michael P. Callagy, County Manager
Peggy Jensen, Deputy County Manager

Subject: Amendment to the Agreement with Patricia Brown for Home For All Consulting Services

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Patricia Brown for consulting services related to the Home for All initiative, increasing the amount by \$50,500, extending the term to December 31, 2019, for a new not to exceed amount of \$150,000.

BACKGROUND:

Patricia Brown has been an integral member of the Home for All project team since this work began with the creation of the Closing the Jobs Housing Gap Task Force. Since 2015, Ms. Brown has been involved in all aspects of the Home for All initiative and has specifically provided meeting facilitation, workgroup leadership, agenda development and process recommendations. Her expertise has been guided both our approach to and our implementation of all our Home for All projects.

Due to her unique skill set, experience and County knowledge, the County initially entered into a sole source contract with Ms. Brown to assist with the Task Force. That contract was \$60,000 and as the Home for All work evolved, that contract was increased via a second and third amendment to \$99,500. When the initial contract was signed, we did not know that the Task Force would evolve into a multi-faceted housing initiative and when the contract was amended we did not know if the Home for All work would continue more than a year or two. Due to the ongoing nature of the Home for All work and the fact that Ms. Brown is a key member of the Home for All team, another amendment, extending and her increasing her contract amount is being brought to your Board for consideration.

DISCUSSION:

The extension of Ms. Brown's contact through the end of calendar 2019 will allow her to work on multiple Home for All projects including the second year of the community engagement project, where we are working with five cities: San Mateo, Brisbane, Pacifica, Foster City and Hillsborough. She will also develop agendas and facilitate multiple meetings including the three community

convenings, the Home for All Steering Council meetings and numerous work groups meetings and other Home for All events.

Ms. Brown's participation in the Home for All initiative work contributes to the vision of San Mateo County as a collaborative community as Home for All is a county wide collaboration of over a hundred partners from the public, private and non-profit sectors.

The resolution contains the County's standard provisions allowing amendment of the County's fiscal obligations by a maximum of \$25,000 in the aggregate.

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

FISCAL IMPACT:

The term of the agreement is extended for a new end date of December 31, 2019 in an amount not to exceed \$150,000. There are sufficient funds in the Home for All budget for FY 2018-19 to cover the first six months of this contract. The balance of the funding will be incorporated into the Home for All budget for FY 2019-20.