



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PARKS

**File #:** 19-103

Board Meeting Date: 1/29/2019

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

**To:** Honorable Board of Supervisors

**FROM:** Peggy Jensen, Interim Parks Director

**SUBJECT:** Amendment of the professional on-call service agreements with Gates and Associates, Rincon, and Fall Creek Engineering

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute amendments to the agreements for professional on-call services with Gates and Associates, Rincon, and Fall Creek Engineering extending the termination date from January 31, 2019, to January 31, 2020; and
- B) The Parks Director, or her designee, to execute further amendments to the agreements to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate per Agreement), and/or modify the Agreements' terms and/or services, so long as the modified term(s) and/or services is/are within the current or revised fiscal provisions.

**BACKGROUND:**

In an effort to expedite the delivery of park projects, the Parks Department ("Department") often uses on-call consultants. On January 26, 2016, the County entered into agreements with twelve firms to provide various professional on-call services for the Department, including civil engineering, geotechnical engineering, landscape planning, environmental and permit compliance, and archaeological services.

All of the Department's agreements for professional on-call services are set to expire on January 31, 2019. However, three of the agreements ("Agreements") are with on-call firms - Gates and Associates, Rincon, and Fall Creek Engineering - that are still working on priority projects for the Department. For this reason, the Department desires to extend the term of these firms' agreements.

Because the on-call services model has worked well for the Department, the Department has released a Request for Proposals for new on-call consultants and contractors and anticipates bringing several agreements to your Board for consideration in February of 2019. However, the extension of the three existing Agreements is needed to complete projects that are already underway.

## **DISCUSSION:**

### **Gates and Associates**

The Department is currently working with Gates and Associates to finalize the Quarry Park Master Plan ("Master Plan"). The Master Plan identifies appropriate management practices for Quarry Park and outlines recommendations for protecting natural resources and enhancing public access and recreation. Quarry Park, totaling 577 acres, is used mostly for passive recreation. With miles of trails, it is popular for hikers, walkers, runners, dog owners, and mountain bicyclists. The park also offers a play area for children, ten picnic tables with four double barbeques and one single barbeque, a community garden, a tree house, open grassy areas, and a restroom.

The remaining tasks for this assignment entail presenting the Master Plan and its findings and recommendations to the Parks and Recreation Commission and your Board for adoption. These actions are expected to occur in the first half of 2019.

### **Rincon**

Rincon was selected to prepare the Flood Park Landscape Plan Environmental Impact Report ("EIR"). The EIR evaluates the potential impacts of the Flood Park Landscape Plan on ten types of environmental resources, including aesthetics, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hydrology and water quality, noise, traffic, and tribal and cultural resources. Rincon's analysis determined that most of the environmental impacts are less than significant or will be reduced to a less-than-significant level through mitigation measures. The only impact that will not be mitigated to a less-than-significant level is localized traffic impacts. The Department will be presenting the EIR to your Board for certification later this year. At that time, the Board will also be asked to adopt a statement of overriding considerations for the traffic impacts.

### **Fall Creek Engineering**

The Department has a series of projects underway that require civil engineering services, including improvements at Tunitas Creek Beach and Sanchez Adobe. At Tunitas Creek Beach, Fall Creek Engineering is coordinating with Pacific Gas and Electric ("PG&E") to provide a power source to the property. Providing electrical power to the property will allow the Department to better monitor and manage activities at the site. At Sanchez Adobe, Fall Creek Engineering is preparing a site plan to address drainage, grading, utilities, and fire suppression at the new visitor center.

The remaining tasks for the Tunitas Creek Beach project includes submittal of designs and project application to PG&E for electrical services to support a site security camera and lighting. At Sanchez Adobe, Fall Creek Engineering still needs to submit final site plans for grading elevations, foundation excavation and elevations, paths of travel, utilities, and fire suppression.

### **Further Amendments**

The Department believes that a one-year extension at current funding levels will be sufficient. However, in the unlikely event they are not, the attached resolution would also authorize the Parks Director to execute further amendments to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate per Agreement), and/or modify the Agreements' term and/or services so long as the modified term(s) and/or services is/are within the current or revised fiscal provisions. Again, while it is not anticipated that further amendments will be needed, should an urgent matter arise, this will allow the Department to act in an efficient and effective manner.

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

Approval of this action contributes to the Shared Vision 2025 outcome of Livable Community as the projects advanced by the consultants will enable to the Department to enhance public access to

unique recreational opportunities.

**FISCAL IMPACT:**

There is no Net County Cost. Each project being worked on by the aforementioned consultants has sufficient funding in the project's budget to cover future project costs, including any cost increase that would result from further amendment of the agreements.