



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PARKS

**File #:** 19-362

Board Meeting Date: 4/23/2019

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

**To:** Honorable Board of Supervisors

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

**Subject:** Agreements with specified contractors for the delivery of on-call professional services

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute agreements with Bishop Diving & Salvage, Bragato Paving, Inc., James Caccia Plumbing, Community Tree Service Inc., Capital Program Management Inc., Ecological Concerns Incorporated, EPS Inc. dba Express Plumbing, Greg's Trucking Service Inc., Griffin Structures, Arboriculture Specialties Inc., Swaim Biological Inc., West Coast Arborists Inc., and Yachting Specialties Inc. for the delivery of on-call professional services, for a not-to-exceed amount specified in each agreement, and a term commencing April 23, 2019, and expiring April 22, 2022; and
- B) The Parks Director, or her designee, to execute 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:**

The San Mateo County Parks Department ("Department") manages 22 parks, approximately 190 miles of trails, over 16,000 acres of parkland, and one marina. To expedite the completion of maintenance, repair, and improvement projects in the County Parks, the Department engages qualified contractors to provide "on-call" services.

**DISCUSSION:**

On February 13, 2019, the Department released a Request for Proposals ("RFP") seeking qualified contractors to provide the following 17 on-call professional services: plumbing; gate and fence fabrication and repair; tree pruning and removal; vegetation management; biological monitoring; electrical; HVAC; removal of hazardous materials; roofing; pest control; painting; paving and grading; water treatment plant operations; trucking and hauling; general construction; diving and salvage; and construction management. These services were identified as the highest need based on the

Department's existing and anticipated maintenance and infrastructure improvement priorities.

The Department released the RFP on publicpurchase.com; posted the RFP to the Department's website, various trade journals, and three local newspapers; and complied with all requirements for procuring on-call professional construction services. After a detailed review of all 26 proposals received, the Department selected 13 firms to provide eight of the requested services. A summary of the selected firms is provided below:

Bishop Diving & Salvage	Diving and Salvage
Bragato Paving Co Inc.	Paving and Grading
James Caccia Plumbing	Plumbing
Community Tree Service, Inc.	Tree Services & Vegetation Management
Capital Program Management, Inc.	Construction Management
Ecological Concerns Incorporated	Vegetation Management
EPS Inc. dba Express Plumbing	Plumbing
Greg's Trucking Service, Inc.	Trucking and Hauling
Griffin Structures	Construction Management
Arboricultural Specialties, Inc.	Tree Services & Vegetation Management
Swaim Biological, Inc.	Biological Monitoring
West Coast Arborists, INC	Tree Services
Yachting Specialties, Inc.	Diving and Salvage

The types of projects that these contractors may work on include creating new fire trails, replacing bridges and culverts that are at risk of failing due to erosion, replacing and upgrading water and wastewater facilities, fabricating and installing gates and fences, providing road repairs and ADA compliance retrofits, hazardous tree assessment and abatement, native plant restoration, diving services, derelict boat removal, and renovating visitor serving facilities.

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

Approval of this action contributes to the Shared Vision 2025 outcome of Livable Community, as the projects completed by contractors will enable to the Department to enhance public access to unique recreational opportunities.

**FISCAL IMPACT:**

The term of each of these agreements is from April 23, 2019, through April 22, 2022. The not-to-exceed amount for each agreement ranges from \$200,000 to \$800,000, with a total maximum not-to-exceed amount for all agreements combined of \$6,000,000. Sufficient appropriations are included in the Department's FY 2018-19 Adopted Budget and will be included in future budgets.