



County of San Mateo

Inter-Departmental Correspondence

Department: PARKS

File #: 19-667

Board Meeting Date: 6/25/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Peggy Jensen, Interim Parks Director

Subject: **Measure K:** Amendment to the agreement with Bracewell Engineering, Inc., to enable the continued delivery of professional services required to operate and maintain Memorial Park's water and the wastewater systems

RECOMMENDATION:

Measure K: Adopt a resolution authorizing the Parks Director, or her designee, to execute an amendment to the agreement with Bracewell Engineering, Inc., to increase the agreement's not-to-exceed amount by \$40,000 and enable the continued delivery of professional services required to operate and maintain Memorial Park's water and wastewater systems.

BACKGROUND:

With over 130 campsites, 15 day-use picnic areas, a visitor center, and hiking trails, Memorial Park can host over 3,000 visitors a day. Because of its remote location and inability to connect to a municipal system, the park relies solely on its own on-site potable water and wastewater systems for services.

Memorial Park's wastewater system is an aerobic, extended aeration design. The State of California has designated that the minimum licensing required to operate such a facility is a W3 license. As no park employee holds this license, the existing agreement with Bracewell allows the Department to satisfy the state's requirement. Under the terms of the agreement, Bracewell provides operational oversight, repairs, laboratory testing, approval of monthly and annual reports, and technical assistance.

DISCUSSION:

On February 12, 2017, the Parks Department entered into an agreement with Bracewell for the professional services required to operate and maintain Memorial Park's water and wastewater systems. The agreement was for a term of February 12, 2017, through February 12, 2018, and a not-to-exceed amount of \$33,000.

On January 17, 2018, the Parks Department executed the first amendment to the agreement,

increasing the funding amount to \$100,000 and extending the term through February 11, 2020.

The Parks Department now seeks to execute a second amendment to the agreement to increase the not-to-exceed amount by \$40,000 to \$140,000, to enable the continued delivery of required professional services until the end of the contract term. These services include, among other things, operation and maintenance of the potable water treatment plant and distribution system, services from a staff member with the required certification to oversee wastewater system operations, emergency on-site response, and laboratory testing required by the State of California.

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

Approval of this amendment contributes to the Shared Vision 2025 outcome of an Environmentally Conscious Community as operation and maintenance of the water and wastewater systems preserves environmental stewardship, reduces water pollution and waste, and creates a positive experience for park visitors.

FISCAL IMPACT:

Sufficient Measure K appropriations are included in the Department's FY 2018-19 Adopted Budget and will be included in future budgets for this purpose. There is no Net County Cost associated with this action.