



County of San Mateo

Inter-Departmental Correspondence

Department: PARKS

File #: 19-708

Board Meeting Date: 7/9/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Peggy Jensen, Interim Parks Director

Subject: Agreement with the San Mateo County Parks Foundation for fundraising and outreach services that support Parks Department programs and projects

RECOMMENDATION:

Adopt a resolution waiving the Request for Proposals process and authorizing:

- A) The Parks Director to execute an agreement with the San Mateo County Parks Foundation for fundraising and outreach services that support Parks Department programs and projects for the term of July 9, 2019 through June 30, 2021, in an amount not to exceed \$150,000; and
- B) The Parks Director, or her designee, to execute amendments to the agreement to modify the County's maximum fiscal obligation by no more than \$25,000, and/or modify the agreement's terms and/or services, so long as the modified terms and/or services is/are within the current or revised fiscal provisions.

BACKGROUND:

The San Mateo County Parks Foundation ("Foundation") supports the San Mateo County Parks Department ("Department") by raising funds for programs and projects that promote the Department's strategic plan goals of community engagement, environmental literacy, stewardship, and creating healthy communities through use of County parks. The Foundation, which was established in 1998, is a 501(c)(3) organization and has a mission to inspire people to care for, learn about, and enjoy San Mateo County parks.

DISCUSSION:

Several core Department programs and projects have benefited from the Foundation's on-going support, including Bicycle Sunday, the Kite Festival, the Volunteer Program, and the Memorial Park Ranger Station Upgrade Project. To ensure the continued support for these and other important Department programs and projects, the Department is recommending a funding agreement with the Foundation in which the Department contributes \$75,000 in FY 2019-20 and \$75,000 in FY 2020-21 to the Foundation in exchange for financial and in-kind services and support from the Foundation.

During the next two fiscal years, the Parks Department will work collaboratively with the Foundation to focus on the following programs, projects, and events:

- I. Interpretive Program: hiring bilingual Park Aide(s) and updating multi-lingual print materials;
- II. Unanticipated Ranger Needs: tools and safety equipment for park field staff and volunteers including equipment for fire fuel reduction efforts;
- III. Special Events: ParkRx, Bicycle Sunday, Kite Festival, transportation services for schools; and
- IV. Improvements at Memorial Park as part of the preparations for the park's 100th anniversary.

A waiver of the Request for Proposals process is appropriate under County Administrative Memorandum B-1 (Nov. 27, 2017). The Foundation is a local non-profit organization that has provided services (including educational services) to the Department since 1998, and the funding agreement would continue those services. Accordingly, specific exemption 13 ("Educational services from a not-for-profit organization") and general exemptions 2 and 4 ("continuation of an ongoing service or project"; "unique performance factors") apply here.

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

The funding agreement with the Foundation contributes to the Shared Vision 2025 outcome of an Environmentally Conscious Community as the Foundation provides the San Mateo County Parks Department with financial support, stewardship, and community outreach services, which promote the county's parks and natural resources.

FISCAL IMPACT:

Pursuant to the terms of the agreement, the County's total not-to-exceed contribution amount is \$150,000. Sufficient General Fund appropriations are included in the Department's FY 2019-20 Approved Recommended Budget and FY 2020-21 Preliminary Recommended Budget for this funding agreement.