



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 22-297

Board Meeting Date: 4/19/2022

Special Notice / Hearing: None

Vote Required: 4/5ths

To: Honorable Board of Supervisors

From: Ann M. Stillman, Interim Director of Public Works

Subject: Appropriation Transfer Request for the San Mateo Medical Center's Foundation Office Space Renovation Project (Design Phase)

RECOMMENDATION:

Approve an Appropriation Transfer Request (ATR) transferring \$50,000 from the San Mateo Medical Center's Capital Fund to the Department of Public Works for the funding of San Mateo Medical Center's Foundation Office Space Renovation Project (Design Phase).

BACKGROUND:

San Mateo Medical Center (SMMC) continuously seeks opportunities to enhance its ability to provide access to quality medical care for the residents of San Mateo County. In line with the County's Shared Vision 2025, SMMC Health Foundation's (Foundation) mission is to provide every citizen the chance to live the healthiest life possible through fund raising efforts. The Foundation provides significant financial support to many programs within the SMMC. With the demolition of SMMC's 1954 building, the Foundation's offices will not have a physical presence at the SMMC.

SMMC's current Volunteer Gift Shop has been closed since the beginning of the pandemic and continues to remain closed. To support the Foundation's mission, SMMC is proposing to renovate the Volunteer Gift Shop into the Foundation's new offices. Locating the Foundation's offices centrally within the SMMC would improve the Foundation's visibility and community accessibility.

DISCUSSION:

SMMC has requested the Department of Public Works (Department) to assist with the design, planning, and construction cost estimates for the proposed space renovation.

Through this renovation, the Foundation will be able to conduct business, fundraising, and supporting the mission of SMMC. Having an office environment for the Foundation promotes connection to the community and potential funding sources for the SMMC. The proposed project will include the design, planning, and construction cost estimates for the space renovation of the Foundation offices. Through this project, the County will improve the ability to engage external funding sources and

benefactors for SMMC in an updated office space that is conducive to showcasing the SMMC and its activities.

County Attorney has reviewed and approved the ATR as to form.

FISCAL IMPACT:

Funding for the \$50,000 ATR will allow the Department to complete the design, planning, and construction cost estimates for the proposed space renovation. There is no additional impact to the General Fund as funding is provided by the SMMC Capital Fund.