



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PARKS

**File #:** 22-515

Board Meeting Date: 6/28/2022

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

**To:** Honorable Board of Supervisors  
**From:** Nicholas J. Calderon, Parks Director  
**Subject:** Second Amendment to the Agreement with CSW|ST2 for the professional services required to design and permit the Tunitas Creek Beach Improvement Project

### **RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute a Second Amendment to the Agreement with CSW|ST2: to enable the delivery of professional services required to design and permit the Tunitas Creek Beach Improvement Project, to increase the contract amount by \$166,000 for a new total not-to-exceed amount of \$1,115,870, and to extend the agreement's term through December 31, 2023; and
- B) The Parks Director, or the Parks Director's designee, to execute further amendments to the agreement to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or to modify the agreement's terms and/or services, so long as the modified term(s) and/or services is/are within the current or revise fiscal provisions.

### **BACKGROUND:**

In December 2018, the Parks Department ("Department") released a Request for Proposals seeking a qualified firm to plan, permit, and design the Tunitas Creek Beach Improvement Project ("Project"). The selected firm's scope of work would include engaging with the public to identify the visitor-serving amenities necessary to convert Tunitas Creek Beach into a county park, preparing the project design plans and specifications required to construct the improvements, and obtaining all necessary permits and approvals to construct the improvements ("Scope of Work"). Some of the required improvements include: the engineered reinforcement of the pedestrian/emergency access path, vault-style restrooms, pedestrian overlook(s), picnic tables and benches, parking stalls, storage for supplies and equipment necessary to manage the property as a county park, pedestrian pathways connecting all improvements, and non-potable water storage tanks.

In February 2019, the Department received five proposals from firms interested in providing the

requested services. Of the five firms, three were interviewed. On August 6, 2019, this Board, through Resolution No. 076842, authorized the execution of an agreement (the "Agreement") with CSW|ST2 for the delivery of the Scope of Work. The Agreement had an initial term of August 6, 2019 to August 6, 2022, and a not-to-exceed amount of \$939,470.

As authorized by Board Resolution No. 076842, on March 9, 2020 the Department and CSW|ST2 entered into the First Amendment to the Agreement to increase the maximum compensation paid by the County to CSW|ST2 under the Agreement by \$10,400, to a not-to-exceed amount of \$949,870.

**DISCUSSION:**

On or about March 31, 2022, CSW|ST2 informed the Department that, due to unanticipated factors and conditions, preparing the project design plans and obtaining permits and approvals will exceed the authorized budget. Specifically, designing and permitting the Project-as proposed by CSW|ST2, and under the guidance of the Department and the Department of Public Works-will require the following additional services: (1) preparing environmental reports to support the CEQA Mitigated Negative Declaration; (2) conducting a field assessment of water conditions and designing a raw water extraction system to support the on-site ranger residence; (3) developing a septic system to treat wastewater on site to support the on-site ranger residence; (4) preparing designs to underground PG&E, AT&T, and Comcast utilities currently located on aboveground utility poles that impede coastal views; (5) completing topographic surveys to illustrate the existing site conditions; and (6) preparing technical surveys and design support for environmental mitigation.

CSW|ST2 estimates the cost to provide these additional services is approximately \$166,000, with construction of the Project expected to be completed in September 2023. The Department desires to continue retaining services from CSW|ST2 through December 31, 2023 to ensure proper close-out of the Project.

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

**FISCAL IMPACT:**

The amendment will authorize an additional \$166,000 in funding. Sufficient appropriations for the amendment are included in the Department's FY 2021-22 Adopted Budget and will be included in future budgets.