



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 23-111

Board Meeting Date: 2/28/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Subject: Agreement with Northgate Environmental Management, Inc.

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Northgate Environmental Management, Inc. for consulting services in an amount not to exceed \$29,623 for the term April 30, 2022, through June 30, 2023.

BACKGROUND:

On February 1, 2021, the County executed an agreement (“First Agreement”) with Northgate Environmental Management, Inc. (“Northgate”) for environmental consulting services relating to the inclusion of the Pescadero Fire Station in a water supply project initial study. The First Agreement was not based on the County’s standard contract template, but instead utilized Northgate’s form contract. The term of the First Agreement was from October 1, 2020 through December 31, 2021 and authorized services and payment in the amount of \$29,623. In March 2022, the parties executed an amendment to extend the term through June 30, 2022.

The term of the First Agreement expired before Northgate performed the required consulting services and the County has not paid for said services.

DISCUSSION:

The new agreement with Northgate that is presented to this Board (the “Agreement”) covers the same scope of environmental consulting services as the First Agreement during a term from April 30, 2022 through June 30, 2023, for the same fee. Under the Agreement, which utilizes the County’s standard contract form, the County will pay Northgate for its consulting services performed during the contract term in an amount not to exceed \$29,623. The Agreement ensures that the County will have a contractual obligation to pay Northgate for services it has provided, and has the benefit of its standard contract terms.

The County Attorney’s Office has reviewed the proposed Agreement as to form.

FISCAL IMPACT:

The County General Fund is the source of funds to cover the proposed agreement. There is adequate funding in the Non-Departmental Services FY 2022-23 Adopted Budget to cover the contract expenses.