



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** PARKS

**File #:** 23-745

Board Meeting Date: 9/12/2023

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

**To:** Honorable Board of Supervisors  
**From:** Nicholas J. Calderon, Parks Director  
**Subject:** Agreement with the San Mateo Resource Conservation District for project management, engineering, and construction management services to repair damaged service roads in Pescadero Creek County Park and Huddart County Park

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute an agreement with the San Mateo Resource Conservation District for project management, engineering, and construction management services to repair damaged service roads in Pescadero Creek County Park and Huddart County Park, for the term of September 12, 2023, through September 11, 2025, and in an amount not-to-exceed \$703,000; and
- B) The waiving of the County's formal competitive procurement process to select the San Mateo Resource Conservation District, a public entity, to perform the above-described services; and
- C) The Parks Director, or the Parks Director's designee, to execute amendments to the Agreement to modify the County's maximum fiscal obligation by no more than \$25,000, 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 revised fiscal provisions.

### **BACKGROUND:**

The San Mateo Resource Conservation District ("RCD") is a non-regulatory, special district that provides technical support to landowners and land managers during the planning and implementation of restoration projects that achieve watershed protection goals. The Parks Department ("Department") regularly collaborates with the RCD to implement projects such as sediment reduction and stream crossing repairs, water infrastructure improvements, and various stream habitat and fish passage improvements.

The Department desires to contract with the RCD for project management, engineering, and construction management services to repair damaged service roads in Pescadero Creek County

Park and Huddart County Park (collectively, the “Projects”).

#### *Pescadero Creek County Park*

Following the January 2023 storms, Department staff inspected park infrastructure and discovered a large sinkhole on Old Haul Road that was caused by a failed culvert. While there are no records to indicate that the damage was caused during a January storm, it is thought that the large quantity of water received early this year damaged the aging culvert and caused substantial erosion.

For Old Haul Road to continue to support Department operations and first responders, the Department needs to replace the obsolete culvert and repair the road surface. To accomplish this, the Department and RCD will replace the culvert in-kind and back-fill the sinkhole; the surface of the roadway will be repaired as well.

#### *Huddart County Park*

During the 2023 New Year’s Eve storm, (i) a landslide occurred along Toyon Group Campground Road (“Toyon Road”) and (ii) a culvert at McGarvey Gulch Creek and Toyon Road washed out. The landslide damaged a segment of Toyon Road, and the washed-out culvert compromised the stability of an adjacent segment of roadway. While Toyon Road was a secondary access point for the northern segment of Huddart Park and therefore initially not a priority to fix, the primary access route - Richards Road - sustained irreparable damage in March 2023 necessitating the repairs at Toyon Road. Without making the required repairs, Department staff and first responders will have limited access to the northern region of Huddart Park.

To properly fix Toyon Road, the segment of road damaged by the landslide will need to have debris removed and the road prism will need to be restored. The washed-out culvert will also need to be replaced in-kind and the downslope hillside will need to be stabilized with a retaining structure.

CAL FIRE and Woodside Fire Protection District consider Old Haul Road and Toyon Road to be critical access routes for firefighting in the Santa Cruz Mountains. Both are also essential for park operations and maintenance activities.

#### **DISCUSSION:**

In accordance with the terms and provisions of the proposed agreement (“Agreement”), the RCD will provide various services including administration support, project management, engineering design services, and construction oversight. The RCD will also be responsible for selecting licensed contractor(s) and entering into contracts with the selected contractor(s) to perform the above-described work. In accordance with the terms of the Agreement, the Department will reimburse RCD for all project-related costs for the Projects.

The Department recommends that the Board waive the competitive solicitation for this agreement pursuant to County Administrative Memorandum B-1 (May 9, 2022), Section IV(B)(2) of which states that the competitive procurement requirement may be waived for “agreements with other public entities, including governments, universities, schools, or other organizations acting as governmental agencies.” The RCD is a special district, a form of local government created and established under California law to be locally governed with independent board of directors that are accountable to local communities. In addition, the RCD is a division of the California state government under Division 9 of the Public Resources Code.

The County Attorney has reviewed and approved the resolution and Agreement as to form.

**FISCAL IMPACT:**

The total not-to-exceed amount of the Agreement is \$703,000. Sufficient **Measure K** appropriations for the Project are included in the Parks Department's FY 2023-24 Recommended Budget. **Measure K** appropriations will be included in the Parks Department's FY 2023-24 Adopted Budget and future budgets to fully fund the Project through its completion.