



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 26-130

Board Meeting Date: 2/10/2026

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ann M. Stillman, Director of Public Works
Subject: Slip-Out Repair Near 1780 Higgins Canyon Road Project
[County Project No. 08H17; County Project File No. E5082]

RECOMMENDATION:

Adopt a resolution:

- A) Adopting plans and specifications, including conformance with federal prevailing wage scale requirements, for the Slip-Out Repair Near 1780 Higgins Canyon Road Project; and
- B) Authorizing the President of the Board to execute an agreement with Minerva Construction, Inc., in the amount of \$2,684,835 for the Slip-Out Repair Near 1780 Higgins Canyon Road Project; and
- C) Authorizing the Director of Public Works to:
 - 1. Execute subsequent change orders to grant time extensions for project completion and payment up to a maximum aggregate amount not to exceed \$268,484, or approximately 10 percent of the agreement amount; and
 - 2. Execute payment up to the not-to-exceed amount of \$2,953,319 for items requiring adjustment based on unit bid prices without execution of a change order.

BACKGROUND:

During the 2022-2023 storm season the County of San Mateo experienced an unprecedented amount of rain through the end of 2022 and into 2023. These storms resulted in roadway failures, slip-outs, flooding and the closure of certain County-maintained roads. On January 14, 2023, the President of the United States declared a major disaster for the State of California resulting in a Federal Emergency Management Agency (FEMA) declared disaster (FEMA-4683-DR-CA). The County of San Mateo was included in the declared disaster and has continued working to obtain federal assistance for the identified sites.

On June 13, 2023, the Board adopted Resolution No. 079773 which “streamlined” the bid process for specific winter storm damage projects intended for construction during the 2023 or 2024 construction seasons. The projects primarily involved roadway repair to prevent further damage and restore roadways to pre-disaster conditions. Most of the winter storm damage projects have been completed, except for specific projects based on prioritization of repair work or lengthy permitting requirements. The Slip-Out Repair Near 1780 Higgins Canyon Road Project (Project) was included on the winter storm damage project list and has not been completed yet.

The Project will repair the failed embankments near 1780 Higgins Canyon Road and stabilize the roadway. The Project could not be constructed during the 2023 or 2024 construction seasons due to the prioritization of this Project and the time and effort required to obtain the necessary environmental permits. The adopted Resolution grants authority to the Director of Public Works to develop plans, specifications, and call for bids for the projects included in the winter storm damage project list, thereby reducing overall project delivery schedules and administrative staff time.

The Department of Public Works (Department) retained an on-call geotechnical design consultant to prepare a geotechnical investigation, reports, analyses, and final construction documents for the Project.

DISCUSSION:

The Project will involve installing a retaining wall along the roadway to stabilize both the road and adjacent slopes. It will also include biostabilization techniques for bank repair and the construction of an engineered creek bed to restore the channel to its original flow path. Once these improvements are complete, the roadway will be reconstructed. The Department has finalized the plans and specifications and advertised the Project for bid.

On Monday, February 2, 2026, bids were accepted for the Slip-Out Repair Near 1780 Higgins Canyon Road Project and subsequently referred to Public Works for checking and recommendation. The bid of:

Minerva Construction, Inc.
1485 Bayshore Blvd, Suite 210
San Francisco, CA 94124

at \$2,684,835 was the lowest responsible bid received for the work. The Engineer’s Estimate was \$2,900,000. A summary of the bids received is attached as Exhibit “A”.

A Coastal Development Permit and the Mitigated Negative Declaration for the Project, County File Number PLN 2025-00104, were approved by the San Mateo County Planning Commission on November 12, 2025.

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

COMMUNITY IMPACT:

The Department is committed to fostering access to reliable infrastructure for all residents and visitors. By repairing and stabilizing the road and slope, this Project improves roadway conditions and ensures uninterrupted access for the community. These improvements support emergency response

capabilities and maintain essential mobility for a diverse range of users, reinforcing the Department's dedication to building resilient and inclusive public infrastructure.

FISCAL IMPACT:

The total estimated cost for construction is \$2,953,319, which includes authorization for up to \$268,484 in change orders as the work is bid on a unit price basis. The contingency is used to pay the contractor for any unforeseen conditions not anticipated in the construction agreement documents.

The Project will be initially financed by Non-Departmental Services (General Fund), as FEMA funds are received on a reimbursable basis. The County will seek reimbursement for 75% of the costs from FEMA and 18.75% from Cal OES, with the remaining 6.25% to be covered by the County.

The Project is proposed to be financed as follows, should the County receive reimbursement from FEMA and Cal OES:

FEMA (75%)	\$2,214,989.25
Cal OES (18.75%)	\$553,747.31
<u>General Fund (6.25%)</u>	<u>\$184,582.44</u>
Total Estimated Cost	\$2,953,319.00

Attachment: Exhibit "A" - Summary of Bids Received