

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
SITTING AS THE GOVERNING BODY OF THE FOLLOWING:
SAN BERNARDINO COUNTY
BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

June 13, 2023

FROM

BRENDON BIGGS, Director, Department of Public Works – Transportation and Special Districts

SUBJECT

Mutual Aid Agreement for Maintenance/Emergency Work and Snow Removal Activities

RECOMMENDATION(S)

1. Acting as the governing body of San Bernardino County:
 - a. Approve Mutual Aid **Agreement No. 23-594** for maintenance work, emergency work, and snow removal activities with the Board Governed County Service Areas and their Zones, for an annual not-to-exceed amount of \$750,000 for each party, effective from July 1, 2023 to June 30, 2033, which may be terminated for convenience by written notification by either party.
 - b. Authorize the Director of the Department of Public Works – Transportation, Deputy Director, and Regional Superintendents to provide estimates and accept and approve maintenance work, emergency work, and snow removal activities performed by the Board Governed County Service Areas and their Zones on County roads up to \$150,000 per project, except for snow removal and chip sealing projects, which are not subject to the \$150,000 project limit, up to the total annual not-to-exceed amount of \$750,000.
2. Acting as the governing body of the Board Governed County Service Areas and their Zones:
 - a. Approve Mutual Aid **Agreement No. 23-594** for maintenance work, emergency work, and snow removal activities with San Bernardino County, for an annual not-to-exceed the amount of \$750,00 for each party, effective from July 1, 2023 to June 30, 2033, which may be terminated for convenience by written notification by either party.
 - b. Authorize the Director of the Department of Public Works – Special Districts, Deputy Director, Division Manager, and Regional Managers to provide estimates and accept and approve maintenance work, emergency work, and snow removal activities performed by San Bernardino County on the roads of the Board Governed County Service Areas and their Zones up to \$150,000 per project, except for snow removal and chip sealing projects, which are not subject to the \$150,000 project limit, up to the total annual not-to-exceed amount of \$750,000.

(Presenter: Brendon Biggs, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

**Mutual Aid Agreement for Maintenance/Emergency Work and Snow
Removal Activities
June 13, 2023**

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost).

San Bernardino County (County) Department of Public Works (DPW) funds road maintenance projects with gas tax funding, and Board Governed County Service Areas and their Zones (CSAs) fund road maintenance projects with special assessments. This item will have a positive impact on both DPW and CSAs budgets through reduced maintenance and snow removal costs by utilizing each party's existing resources in a more efficient manner when performing maintenance work, emergency work, and snow removal activities on respective facilities, access roads, and related appurtenances through reduced mobilization costs.

Costs incurred through this mutual aid agreement will be invoiced to each party as provided. The annual not-to-exceed amount for each party is \$750,000. Sufficient appropriation and revenue will be included in the 2023-24 recommended budget for both DPW and CSAs to cover these expenses and will be included in future recommended budgets, as necessary.

BACKGROUND INFORMATION

On July 9, 2013 (Item No. 54), the Board of Supervisors (Board), acting on behalf of the governing body of the County and CSAs, approved Mutual Aid Agreement No. 13-617 between the County and CSAs for maintenance work, emergency work, and snow removal operations on each other's roads with a \$45,000 project limit, and not-to-exceed an annual total amount of \$300,000 per year. The mutual aid work included snow removal, debris cleanup, chip sealing, repair of fencing, street sweeping, brush clearing, trail repair, striping, storm drain maintenance, drainage facility maintenance, confined space entry work, sign installation, asphalt repair and maintenance, as well as emergency work on road facilities. The current Mutual Aid Agreement No. 13-617 will expire on June 30, 2023.

Approval of this item will allow DPW and CSAs to formalize a new mutual aid agreement (Agreement) between the County and CSAs to continue to provide mutual aid in their respective facilities for higher efficiency and reduced costs, without disruption in maintenance work, emergency work, and snow removal services, effective July 1, 2023 to June 30, 2033. The mutual aid work includes snow removal, debris cleanup, chip sealing, repair of fencing, street sweeping, brush clearing, trail repair, striping, storm drain maintenance, drainage facility maintenance, confined space entry work, sign installation, asphalt repair and maintenance, as well as emergency work on road facilities. The new mutual aid agreement will increase the per project limit from \$45,000 to \$150,000, except for snow removal and chip sealing projects, which are not subject to the \$150,000 project limit, and set a new annual not to exceed total amount of \$750,000 per party. The increase in the contract amount is due to an increase in the costs of services and materials for maintenance work, emergency work, and snow removal operations and activities.

Requests for mutual aid will be coordinated by DPW-Transportation staff on behalf of the County, and DPW-Special Districts staff, on behalf of the CSAs. Prior to starting any maintenance work, emergency work, or snow removal operations, the parties' respective staff will prepare cost estimates and provide approvals for requested maintenance work, emergency work, and snow removal operations as defined in the Agreement. This Agreement may be terminated for convenience by either party upon 30 days advance written notice.

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PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on May 1, 2023; Finance (Carl Lofton, Administrative Analyst, 387-5404) on May 24, 2023; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 26, 2023.

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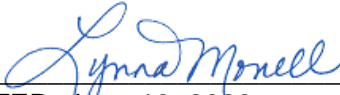
Record of Action of the Board of Supervisors
San Bernardino County
Board Governed County Service Areas

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY


DATED: June 13, 2023



cc: PW/Trans - Basta w/agree
Contractor - c/o PW/Trans w/agree
File - w/agree
CCM 07/7/2023