

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 2, 2020

FROM

BRENDON BIGGS, Interim Director, Department of Public Works – Transportation

SUBJECT

Mutual Aid Agreement with the City of San Bernardino for Maintenance and Emergency Work

RECOMMENDATION(S)

Approve a **Mutual Aid Agreement No. 20-323** with the City of San Bernardino (City) for maintenance and emergency work within the incorporated and unincorporated areas of the City, for the period from June 2, 2020 through September 30, 2024, in an amount not to exceed \$45,000 per project and \$100,000 for each party per fiscal year.

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

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works (County) is funded by Gas Tax revenue, fee revenue, and other state and local funding. Costs to the County for this Mutual Aid Agreement (Agreement) will vary depending upon the maintenance or repair needs. All work requested by the City will be performed by County staff or contractors and will be 100% reimbursable by the City, up to a total of \$45,000 per project and not to exceed \$100,000 per fiscal year. All work requested by the County will be performed by City staff or contractors and will be 100% reimbursable by the County, up to a total of \$45,000 for each project and not to exceed \$100,000 per fiscal year. Sufficient appropriation and revenue has been included in the 2019-20 Road Operations budget (6650002000 – 71H15051) and will be included in future recommended budgets.

BACKGROUND INFORMATION

This proposed Agreement will allow the County and the City to provide mutual aid for repairs, maintenance, and emergency work within the unincorporated and incorporated areas of the City. The City and County have determined that occasionally utilizing each other's labor and equipment resources can be the most cost-effective and timely process for maintenance and repairs of roadways within City and County jurisdictions. Work assignments may include, but are not limited to, maintenance or emergency repair of streets/highways, appurtenant fencing, culvert or drainage facilities, grading and application of soil stabilization product on dirt roads, as well as providing heavy equipment for storm debris cleanup, striping, chip sealing, surface sealing, maintenance or emergency paving. This Agreement will align with the County and Chief

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Executive Officer's goals and objectives of improving County government operations and working with other agencies to provide a streamlined approach to maintenance and repairs

According to the terms of the Agreement, the requesting agency will prepare and submit to the agency performing the work a work assignment request that outlines the work requested within the scope and budget limitations of the Agreement. The performing agency will then prepare a cost estimate and a project schedule prior to start of work. The requesting agency will be invoiced based on actual costs incurred by the agency performing the maintenance and/or emergency work. Under the Agreement, the Director of Public Works is delegated the authority to identify specific County projects in which the City may take the lead utilizing City forces or City contractors. With respect to work provided to the City, the Agreement states that the Director of Public Works has the authority to approve or disapprove an individual project and provide specific services to the City. In addition, the Agreement provides that the performing agency is under no obligation to perform the work tasks.

After completion of all requested work, receipt of an invoice and acceptance by the requesting agency of the work, the requesting agency shall reimburse the performing agency. Also, the requesting agency shall be responsible for all future maintenance and repair work, unless the requesting agency submits a future request to the performing agency to provide additional maintenance and repair work under the Agreement.

The Agreement shall expire on September 30, 2024 or it may be terminated by either party upon providing the other party a 30-day advance written notice. The City approved the Agreement at their Council meeting on September 10, 2019, however, made additional changes to term length and indemnifications which required follow-up review and approval by County Counsel, Risk Management, and Public Works. These changes have been approved by relevant County staff.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on January 3, 2020; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on May 12, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on May 17, 2020.

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June 2, 2020**

Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Robert A. Lovingood
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 2, 2020



cc: PW/Trans- Walker w/agree
Contractor- C/O PW/Trans w/agree
File- w/agree
la 06/9/2020