

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

January 5, 2021

**FROM**

**BRENDON BIGGS, Director, Department of Public Works – Special Districts**

**SUBJECT**

Plans and Specifications for Snowdrop Road Project, Assessment District 2018-1

**RECOMMENDATION(S)**

1. Approve plans and specifications for construction of the Snowdrop Road Project (Project), in an unincorporated area of San Bernardino County north of the City of Rancho Cucamonga, as signed and sealed by a registered engineer.
2. Authorize the Deputy Director of Public Works – Special Districts to advertise the Project for bids.
3. Direct the Clerk of the Board to re-file Notice of Determination (Presenter: Trevor Leja, Deputy Director, 386-8811)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

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

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

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

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as the Project, which was originally estimated at a cost of \$6.7 million, will be funded by bond proceeds issued by Assessment District 2018-1 (AD 2018-1). Bond debt service payments and future road maintenance costs will be funded through voter-approved special assessment taxes levied annually on parcels within AD 2018-1. Previous concerns regarding environmental mitigation costs have been reduced through the Project's amended Mitigated Negative Declaration, as approved by the Board of Supervisors (Board) on November 17, 2020 (Item No. 61), that realigned the Project budget closer to the original budget for AD 2018-1.

Upon opening of construction bids, Department of Public Works – Special Districts (Department) staff will conduct an analysis between final planned Project costs and AD 2018-1 funding. In the event that Project costs exceed available funding, the Department will work with AD 2018-1 property owners to determine which of the following is preferred: a decrease in Project scope or an increase in the special assessment tax.

Appropriation for the Project is included in the Department's 2020-21 Capital Improvement Program budget (1050003600) and will be included in future recommended budgets as necessary.

### **BACKGROUND INFORMATION**

On March 13, 2018 (Item No. 65), the Board adopted Resolution 2018-20 resulting in the formation of AD 2018-1 for the Project. The Project entails approximately 2.1 miles of paved road and drainage improvements to a residential area in an unincorporated area north of the City of Rancho Cucamonga (City). Specifically, the improvements extend from Haven Avenue westward along Snowdrop Road and Santina Drive, connecting to Archibald Avenue at the northern terminus of the City. AD 2018-1 provides a funding mechanism for construction of these improvements, in addition to long-term road maintenance costs, as the property owners within AD 2018-1 approved a special assessment for this purpose on the annual tax roll. When completed, the Project will contribute to the safety of residents by establishing adequate access roads and storm water conveyance infrastructure within the area of Snowdrop Road.

On March 19, 2019 (Item No. 41), the Board adopted the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program for the Project. The Board also directed the Clerk of the Board to file and post a Notice of Determination.

On November 17, 2020 (Item No. 61), the Board approved an Addendum to the California Environmental Quality Act Initial Study and Mitigated Negative Declaration for the Project. The Addendum was to inform the Board and the public of minor changes to the Project that indicated a decrease in environmental impacts. Re-filing the Notice of Determination is recommended to further inform the public of (1) the Board's approval of the Addendum to the Mitigated Negative Declaration, and (2) the current recommended approval of plans and specifications and upcoming authorization to advertise for bids, both of which have been publicly and independently presented in Board Agenda Items.

### **PROCUREMENT**

On May 21, 2019 (Item No. 115), the Board approved the Project's original plans and specifications and authorized the Department to advertise for bids. The bid documents were published on the eProcurement website on May 31, 2019, with a pre-bid meeting scheduled for June 19, 2019 and a bid opening on July 16, 2019. Prior to the pre-bid meeting, the bid advertisement was cancelled due to several major design issues identified by the district engineer that reflected inconsistencies in the bid quantity sheets. All discrepancies were subsequently resolved.

On October 22, 2019 (Item No. 44), the Board approved the Project's revised plans and specifications, as well as authorized the Department to advertise for bids. In response, six bids were received on February 20, 2020. On May 19, 2020 (Item No. 98), the Board rejected these bids based on the Department's recommendation that doing so was in the best interest of the County due to budget considerations, mitigation requirements, and outstanding permit and easement acquisition issues.

Concerns regarding mitigation requirements have since been remedied. Resolution of outstanding permit and easement acquisition issues is in process with no further complications expected. Therefore, the Department now seeks approval of Project plans and specifications that have undergone minor and non-substantial changes since last approved by the Board on October 22, 2019. The changes can be characterized as minor markups resulting from review by other public agencies, such as Southern California Edison, City of Los Angeles Department of Water and Power, and Cucamonga Valley Water District.

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Upon Board approval of this item, the Project's bid process will recommence with the issuance of the advertisement for bids in the County's Electronic Procurement (ePro) Network in accordance with Section 22037 of the California Public Contract Code. Those bids submitted are expected to be opened on or before March 9, 2021, with the Department anticipating to return to the Board in March or April 2021 with a recommendation for award of the construction contract.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5455) on December 17, 2020; Finance (Tom Forster, Administrative Analyst, 387-4635) on December 18, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on December 18, 2020.

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

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Janice Rutherford

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: January 5, 2021



cc: PW/SD- Biggs w/CEQA & Receipt  
File- Public Works/Special Districts w/CEQA & Receipt w/CD  
LA 01/6/2021