

ATTACHMENT B

OPC Project Summary, Agreement No. P0256002



State of California Natural Resources Agency
Ocean Protection Council

Grantee Name: San Mateo County Flood and Sea Level Rise Resiliency District
Project Title: San Mateo County Southern Bayside Cities Shoreline Resilience Plan
Agreement Number: P0256002
Term of Agreement: Upon Approval through September 30, 2029

Project Summary:

The Bayshore reach encompassing Belmont, San Carlos, Redwood City, Menlo Park, and East Palo Alto faces significant vulnerability to sea level rise (SLR) and increased precipitation. The planning area is at risk of direct inundation from the overtopping of shoreline protection infrastructure, potentially disrupting major transportation systems such as U.S. Highway 101 and Caltrain. Critical utilities, including wastewater and recycled water treatment facilities, natural gas lines, potable water transmission pipelines, and electrical substations, are also at risk. Rising groundwater and flooding may also mobilize contaminants at polluted sites, with equity priority communities facing disproportionate impacts. While previous assessments conducted by San Mateo County and other agencies have identified these vulnerabilities, and many jurisdictions have projects underway that aim to address some of these vulnerabilities, the region still lacks a set of coordinated, multi-jurisdictional adaptation strategies. This project will close that gap by developing a comprehensive subregional shoreline adaptation plan to enhance resilience across all five cities.

The San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) will lead the development of the *San Mateo County Southern Bayside Cities Shoreline Resilience Plan* (Plan) in partnership with the cities of Belmont, San Carlos, Redwood City, Menlo Park, and East Palo Alto. The planning effort will include coordination with the California Department of Transportation (Caltrans), San Mateo County, San Carlos Airport, Port of Redwood City, San Mateo County Transit District (SamTrans), San Francisquito Creek Joint Powers Authority (SFCJPA), Silicon Valley Clean Water (SVCW), West Bay Sanitary District, Cargill, San Francisco Public Utilities Commission (SFPUC), South Bay Salt Pond Restoration Project, and the Pacific Gas and Electric Company (PG&E). The project will assess flood vulnerabilities and develop adaptation strategies for low-lying developed lands, infrastructure, trails, coastal habitats, and open



space. The resulting plan will align with the Bay Conservation and Development Commission's (BCDC) Regional Shoreline Adaptation Plan (RSAP) guidelines and support the five cities in addressing Senate Bill 272 shoreline adaptation planning requirements. Funding from the Ocean Protection Council (OPC) will support all tasks (administration, coordination, and reporting; technical engagement; community engagement; updating existing conditions and vulnerability assessment; and development of the Plan).

OneShoreline and the five cities will provide in-kind match through staff time on project administration, coordination, and reporting (Task 1); attendance and coordination associated with the project management team, technical advisory committee, and other technical engagement (Task 2); attendance and coordination associated with community engagement (Task 3); vulnerability assessment activities, including coordinating information requests, reviewing draft deliverables, and providing input into prioritization (Task 4); and plan development, including review of administrative draft deliverables and coordination with City staff for Plan adoption (Task 5).

This project addresses the OPC Strategic Plan Objective 1.1: Protect communities and ecosystems from the impacts of sea level rise, coastal storms, erosion, and flooding. It also addresses Objective 2.1: Strengthen partnerships with California Native American tribes and Objective 2.2: Expand engagement with underserved communities.

Objective:

The goal of the project is to produce a finalized Plan that addresses the current lack of cohesive adaptation planning for the shoreline of Belmont, San Carlos, Redwood City, Menlo Park, and East Palo Alto. This multi-jurisdictional subregional shoreline adaptation plan will align with RSAP guidelines and support the five cities in addressing Senate Bill 272 shoreline adaptation planning requirements. The Plan will directly enhance multi-jurisdictional coordination and technical capacity among the five cities, mitigating long-standing SLR planning vulnerabilities that threaten public safety, critical infrastructure, housing stability, ecological resources, and regional economic vitality. The Plan will identify where people, assets, transportation corridors, wastewater systems, and shoreline habitats face increasing risk from SLR and coastal flooding, and will outline phased, feasible actions to reduce that risk over time. Through coordinated planning and community-informed decision-making aligned with the RSAP Equity Assessment Standard, the project will strengthen emergency preparedness, reduce exposure of vulnerable populations, and create a foundation for long-term resilience in the region.

Project Tasks and Deliverables:

References in parentheses (e.g., B1, B3, C1, C2) indicate the corresponding RSAP elements addressed by each task.



Task 1:	Administration Coordination and Reporting <u>1.1 Project Management</u> OneShoreline will oversee and manage the project’s scope, schedule, and budget, serving as the lead for overall project administration and coordination. Key responsibilities include the following: • Develop the project charter. • Convene the Project Management Team (PMT), consisting of OneShoreline staff, city staff, and consultants. • Convene the Technical Advisory Committee (TAC), consisting of staff from each of the five cities, San Mateo County, Caltrans, San Carlos Airport, Port of Redwood City, Silicon Valley Clean Water, and other interested agencies. OPC staff may also attend TAC meetings. • Submit Notice of Intent (NOI) to Initiate a Plan to BCDC • Prepare quarterly invoices and progress reports <u>1.2 Consultant Procurement</u> OneShoreline will lead the procurement of consultants to support technical and outreach activities outlined in Tasks 2-5. This subtask includes the following: • Release Requests for Proposals (RFPs) for a technical consultant and an outreach consultant • Conduct consultant selection process • Execute consultant contracts <u>1.3 Coordination</u> This subtask includes the following coordination activities: • Regular meetings with the technical and outreach consultants • Track project progress • Maintain shared resources (e.g., SharePoint, mailing lists) • Organize consultation meetings with OPC and BCDC to gather feedback on the following: ○ NOI to Initiate a Plan ○ Administrative draft of Existing Conditions and Vulnerability Assessment (RSAP Elements B and C) ○ Administrative draft of Adaptation Strategies and Pathways (RSAP Element D) ○ Administrative draft of <i>San Mateo County Southern Bayside Cities Shoreline Resilience Plan</i> (RSAP Elements A-G)
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Task 1 Deliverables:	- Notice of Intent (NOI) to Initiate a Plan to BCDC, including a more detailed work plan that includes consultants' scopes of work - Quarterly invoices and progress reports - Copies of RFPs - Executed professional services contracts and amendments - List of TAC meetings - Summaries of consultation meetings with OPC and BCDC
Task 2:	PMT, TAC, and Other Technical Engagement <u>2.1 PMT and TAC</u> OneShoreline will plan and facilitate regular meetings with the PMT and the TAC to ensure alignment with project goals. This subtask includes the following: • Collect and review TAC inputs on consultant deliverables • Consult with the Association of Ramaytush Ohlone, with whom OneShoreline is already partnering on other projects • Coordinate with adjacent cities (Foster City and Palo Alto) at key milestones (to be specified in the NOI to BCDC) to align adaptation strategies across cities. Ensure adequate coordination with other nearby jurisdictions as needed. • Prepare draft Planning Process chapter (RSAP Element A) based on the NOI to initiate a Plan (Task 1.1), incorporating feedback from BCDC (and OPC, if applicable), and following the requirements in the RSAP submittal checklist <u>2.2 City Interdepartmental Meetings</u> City staff representatives on the PMT will convene quarterly interdepartmental working group meetings within their respective cities to share project progress and gather input from relevant municipal staff. These meetings will promote integration of the Plan into city policies and capital planning and facilitate cross-department coordination on infrastructure, policy, and engagement across each of the five cities. Participating departments may include Public Works, Community Development/Planning, Parks and Recreation, and the City Manager's Office. OneShoreline will provide all relevant materials to support these meetings. Key responsibilities of city staff: • Convene and facilitate quarterly interdepartmental working group meetings to share progress and gather input from other city staff



	Summarize feedback from interdepartmental working group meetings for the PMT
Task 2 Deliverables:	- Summary notes from meetings with the Association of Ramaytush Ohlone, with sensitive identifying or confidential information removed - Agendas, attendance lists, and notes for coordination meetings with adjacent cities (Foster City and Palo Alto) - Draft Planning Process chapter (RSAP Element A), with BCDC comments - List of all interdepartmental working group meetings and interdepartmental working group quarterly meeting notes
Task 3:	Community Engagement <u>3.1 Community Engagement Plan</u> Community engagement will be co-led by OneShoreline and the five cities, with support from an outreach consultant and Nuestra Casa, a community-based organization. The outreach consultant will develop a Community Engagement Plan, with support from Nuestra Casa, that outlines inclusive strategies to inform, consult, and collaborate with community members throughout the shoreline adaptation planning process. Engagement will be coordinated with other relevant planning efforts and projects, including the SAFER Bay Project. <u>3.2 Community Engagement</u> Equity-based outreach to reach affected communities may include intercept surveys of waterfront user groups (e.g., angler marina users, kayakers, other Bay Trail users), listening sessions, site walks, and focus group sessions conducted in multiple languages, as prioritized in the engagement plan. Equity-based outreach will be done throughout the plan development process (RSAP Elements A through G), with support from Nuestra Casa, the outreach consultant, and city staff. <u>3.3 Equity Assessments</u> OneShoreline, supported by Nuestra Casa and the engagement consultant, will conduct equity assessments at key milestones throughout the planning process, as guided by the RSAP Equity Assessment Strategy Standards for all Plan Elements. The assessments are intended to evaluate how equity is incorporated into the planning process and to develop key takeaways to inform subsequent engagement milestones, ensuring equity is incorporated to the planning process to the maximum extent possible.



	Key responsibilities of the outreach consultant: • Develop a Community Engagement Plan, which will identify priority communities (e.g., residents, anglers, marina users, environmental justice communities, Bay Trail users) and targeted engagement strategies • Prepare outreach materials (e.g., project webpage, flyers, newsletters) • Provide support for the community workshops (more details will be included in the NOI to BCDC) • Complete the Equity Assessment Standard at each Element milestone Key responsibilities of Nuestra Casa: • Lead outreach to priority communities • Help organize 3 community workshops designed to gather community input on the following: ○ Workshop #1: local vision (RSAP Element D1) and refined Existing Conditions and Vulnerability Assessment (RSAP Elements B and C) ○ Workshop #2: draft Adaptation Strategies and Pathways (RSAP Element D) ○ Workshop #3: draft <i>San Mateo County Southern Bayside Cities Shoreline Resilience Plan</i> (RSAP Elements A-G) • Provide input into the Equity Assessment Standard at each milestone • Provide language translation services for the development of outreach materials
Task 3 Deliverables:	- Community Engagement Plan - Summaries of community input gathered at engagement events compiled by the outreach consultant - Copies of outreach materials - Summary of Equity Assessments for each Element



Task 4:	Updated Existing Conditions and Vulnerability Assessment <u>4.1 Refined Existing Conditions (RSAP Element B)</u> OneShoreline will lead this subtask, with support from the five cities, technical consultant, outreach consultant, and Nuestra Casa. BCDC’s RSAP Atlas and existing City and County data will be leveraged for this subtask. Key tasks include: • Review and synthesize existing plans, studies, and other relevant information (B1), including outputs from the SAFER Bay project • Map and describe physical and ecological characteristics of the landscape within Belmont, San Carlos, Redwood City, Menlo Park, and East Palo Alto (B2) • Map and describe existing populations, assets, sectors, services, and land uses within the five cities (B3) • Prepare draft Existing Conditions chapter, incorporating input from the TAC, adjacent cities, the Association of Ramaytush Ohlone, and attendees of community workshop #1 <u>4.2 Refined Vulnerability Assessment (RSAP Element C)</u> OneShoreline will lead this subtask, with support from the five cities, technical consultant, outreach consultant, and Nuestra Casa. San Mateo County’s 2018 SLR Vulnerability Assessment will be updated to align with the Coastal Flood Hazards and SLR Scenarios Standard. BCDC’s RSAP Atlas, as well as Redwood City’s 2024 SLR Vulnerability and Adaptation Planning Study, will be leveraged for this subtask. Key tasks include: • Map and describe exposure of people, assets, ecosystems, and services to coastal flooding hazards across the 0.8 ft, 3.1 ft, 4.9 ft, and 6.6 ft SLR scenarios (C1) • Conduct a vulnerability assessment for priority areas and summarize vulnerability to current and future hazards (C2) • Prepare a draft Vulnerability Assessment chapter, incorporating input from the TAC, adjacent cities, the Association of Ramaytush Ohlone, and attendees of community workshop #1
Task 4 Deliverables:	- Draft Existing Conditions chapter (RSAP Element B), with BCDC comments - Draft Vulnerability Assessment chapter (RSAP Element C), with BCDC comments



Task 5:	Shoreline Resilience Plan and Approval Processes OneShoreline will lead the development of the <i>San Mateo County Southern Bayside Cities Shoreline Resilience Plan</i> (RSAP Elements D-G), with support from staff from the five cities, technical consultant, outreach consultant, and Nuestra Casa. BCDC's RSAP Atlas will be leveraged for this task. <u>5.1 Adaptation Strategies and Pathways (RSAP Element D)</u> • Develop local vision and goals for the five cities, incorporating input from the TAC, adjacent cities, the Association of Ramaytush Ohlone, and attendees of community workshop #1 (D1) • Identify adaptation strategy alternatives for priority areas and consider flood risks across the five cities (D2). OneShoreline and the cities will determine priority vulnerabilities for Element D based on input from community members, outreach efforts, and the results of the refined vulnerability assessment • Evaluate adaptation alternatives to determine selected adaptation strategies (D3) • Develop conceptual plans and descriptions of selected adaptation strategies and pathways that include physical and non-physical strategies (D4) • Prepare the draft Adaptation Strategies and Pathways chapter, incorporating input from the TAC, outreach efforts and workshops, adjacent cities, and the Association of Ramaytush Ohlone <u>5.2 Land Use and Policy Plan (RSAP Element E)</u> • Propose land use and policy changes necessary to enact the adaptation strategies and pathways identified in Element D (E1), based on input from community workshop #2 • Outline the planning, policy, and programmatic processes necessary to enact the adaptation strategies and pathways identified in Element D (E2) • Prepare the draft Land Use and Policy Plan chapter, incorporating input from the TAC, adjacent cities, and the Association of Ramaytush Ohlone <u>5.3 Implementation Plan and Funding Strategy (RSAP Element F)</u> • Develop an implementation plan that identifies next steps (F1) • Develop a funding strategy for implementing adaptation strategies and pathways (F2)
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	• Develop a monitoring program to ensure effective implementation of adaptation pathways (F3) • Develop a timeline and strategy for Plan updates (F4) • Prepare the draft Implementation Plan and Funding Strategy chapter, incorporating input from the TAC, adjacent cities, and the Association of Ramaytush Ohlone <u>5.4 Project List (RSAP Element G)</u> • Develop a priority project list that summarizes priority adaptation projects (G1) incorporating input from the TAC, adjacent cities, the Association of Ramaytush Ohlone, and attendees of community workshops • Examine relevant concurrent local projects, planning efforts, studies, and policies to inform the Project List • Prepare the draft Project List chapter, incorporating input from the TAC, adjacent cities, the Association of Ramaytush Ohlone, and community members <u>5.5 Final Plan Development</u> • Prepare administrative draft of the <i>San Mateo County Southern Bayside Cities Shoreline Resilience Plan</i> to be reviewed by the TAC, adjacent cities, the Association of Ramaytush Ohlone, BCDC, and OPC • Prepare public draft of Plan based on feedback on the administrative draft • Release the public draft for community review and comment • Prepare the Final Plan, incorporating input from community workshops #2 and #3 • Present Final Plan to the Planning Commission and City Council of each of the five cities for their consideration of approval • Develop materials, including CEQA compliance documentation and formal public notices, to support BCDC's approval process
Task 5 Deliverables:	- Draft Adaptation Strategies and Pathways chapter (RSAP Element D), with BCDC comments - Draft Land Use and Policy Plan chapter (RSAP Element E), with BCDC comments - Draft Implementation Plan and Funding Strategy chapter (RSAP Element F), with BCDC comments - Draft Project List chapter (RSAP Element G), with BCDC comments - Public Draft of Plan, with BCDC comments



	- Memorandum summarizing engagement and public comments on Public Draft Plan - Memorandum outlining expected timeline for plan approval by each of the five cities and BCDC - Final <i>San Mateo County Southern Bayside Cities Shoreline Resilience Plan</i> - Staff reports and presentation slides for Planning Commissions and City Councils
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Accessibility:

All public-facing products will be produced in accordance with accessibility laws, including but not limited to blindness and low vision, deafness, and hearing loss, in compliance with Web Content Accessibility Guidelines 2.0 Level AA and Section 508 of the Rehabilitation Act. These deliverables will specifically be produced in accordance with California Department of Rehabilitation guidelines as per <https://dor.ca.gov/Home/WebAccessibilityToolkit>.



Project Timeline:

Task	2026						2027								
	Q3			Q4			Q1			Q2			Q3		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Task 1: Administration Coordination and Reporting															
1-1			●												
1-2						●									
1-3										●					
1-4							●			●			●		
1-5							●			●			●		
1-6							●			●			●		
Task 2: PMT, TAC, and Other Technical Engagement															
2-1							●			●			●		
2-2							●			●			●		
Task 3: Community Engagement															
3-1										●					
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Task 4: Updated Existing Conditions and Vulnerability Assessment															
4-1													●		
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Workshop #1											☒				
Task 5: Shoreline Resilience Plan and Approval Processes															
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Task	2027			2028								
	Q4			Q1			Q2			Q3		
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Task 1: Administration Coordination and Reporting												
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1-3												
1-4	●			●			●			●		
1-5	●			●			●			●		
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Task 2: PMT, TAC, and Other Technical Engagement												
2-1	●			●			●			●		
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Task 3: Community Engagement												
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Task 4: Updated Existing Conditions and Vulnerability Assessment												
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<i>Workshop #1</i>												
Task 5: Shoreline Resilience Plan and Approval Processes												
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5-2				●								
<i>Workshop #2</i>	☒											
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<i>Workshop #3</i>							☒					
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5-9												



Task	2028			2029								
	Q4			Q1			Q2			Q3		
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Task 1: Administration Coordination and Reporting												
1-1												
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1-4	●			●								
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1-6	●			●								
Task 2: PMT, TAC, and Other Technical Engagement												
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Task 3: Community Engagement												
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3-4	●			●								
Task 4: Updated Existing Conditions and Vulnerability Assessment												
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<i>Workshop #1</i>												
Task 5: Shoreline Resilience Plan and Approval Processes												
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5-6												
Workshop #3												
5-7		●										
					Schedule Float							
5-8												●
5-9												●



Major Deliverable Milestones:

Task	Deliverable Name	Estimated Due Date
Task 1: Administration Coordination and Reporting		
	1-1: Requests for Proposal (RFPs)	September 2026
	1-2: Professional services contracts	December 2026
	1-3: Notice of Intent (NOI) to Initiate a Plan, including a more detailed work plan, to be submitted to BCDC	April 2027
	1-4: Invoices and progress reports	Quarterly
	1-5: List of TAC meetings	Quarterly (as needed)
	1-6: Agenda and Notes from meetings with OPC and BCDC	Quarterly (as needed)
Task 2: PMT, TAC, and Other Technical Engagement		
	2-1: Summary of meetings with Association of Ramaytush Ohlone, adjacent cities, and other stakeholders	Quarterly (as needed)
	2-2: Draft Planning Process Chapter (RSAP Element A) with BCDC comments	April 2027
	2-3: Notes from city interdepartmental working group quarterly meetings	Quarterly (as needed)
Task 3: Community Engagement		
	3-1: Community Engagement Plan	April 2027
	3-2: Summaries of community input gathered at events	Quarterly (as needed)
	3-3: Copies of outreach materials	April 2028
	3-4: Summaries of Equity Assessments	Quarterly (as needed)



Task	Deliverable Name	Estimated Due Date
Task 4: Updated Existing Conditions and Vulnerability Assessment		
	4-1: Draft Existing Conditions chapter (RSAP Element B) with BCDC comments	July 2027
	4-2: Draft Vulnerability Assessment chapter (RSAP Element C) with BCDC comments	July 2027
Task 5: Shoreline Resilience Plan and Approval Processes		
	5-1: Approval process memorandum	June 2027
	5-2: Draft Adaptation Strategies and Pathways chapter (RSAP Element D) with BCDC comments	January 2028
	5-3: Draft Land Use and Policy Plan chapter (RSAP Element E) with BCDC comments	May 2028
	5-4: Draft Implementation Plan and Funding Strategy chapter (RSAP Element F) with BCDC comments	May 2028
	5-5: Draft Project List chapter (RSAP Element G) with BCDC comments	May 2028
	5-6: Public draft of Shoreline Resilience Plan with BCDC comments	May 2028
	5-7: Engagement and public comments memorandum	November 2028
	5-8: Final Shoreline Resilience Plan	September 2029
	5-9: City staff reports and presentations for City approvals	September 2029