

**County of Santa Clara**  
**Office of the County Executive**

County Government Center, East Wing  
70 West Hedding Street, 11<sup>th</sup> Floor  
San Jose, California 95110  
(408) 299-5105





**OFF-AGENDA MEMORANDUM**

DATE: February 14, 2019

TO: Board of Supervisors  
Jeffrey V. Smith, County Executive

FROM: Bruce Knopf, Asset and Economic Development Director  
Jeff Draper, Director of Facilities and Fleet Department

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**SUBJECT: Board of Supervisors Referral 2018-166 (Item #11) September 11, 2018  
Phase I Environmental Contracts for Five properties**

This is an update to the December 21, 2018 status report regarding the above noted referral. An agreement has been prepared with Partner Engineering and Science, Inc. to prepare Phase I reports for:

1. Fairgrounds at 344 Tully Road & 441 Tully Road, San Jose
2. Lenzen (Santa Clara County Health Department) at 976 Lenzen Avenue, San Jose
3. 101 Skyport Drive, San Jose
4. Reid-Hillview Airport, San Jose

The agreement is currently being routed for County Counsel and vendor signatures via DocuSign. Once executed, the scope of work calls for delivery of draft Phase I reports within 15 days.

cc: Chief Board Aides  
Miguel Márquez, Chief Operating Officer  
James Williams, County Counsel  
Megan Doyle, Clerk of the Board