

STAFF REPORT

BOARD MEETING DATE: December 19, 2023

CATEGORY: Consent Calendar {{item.number}}

SUBJECT: Approve a retroactive amendment to the agreement with PACE Engineering, Inc., for on-call technical support services to County Service Areas, which increases maximum compensation, modifies the Consultant's rates, and designates authority to approve annual rate increases up to 3% per year.

DEPARTMENT: Public Works

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Troy Bartolomei, Interim Director of Public Works, (530) 225-5661

STAFF REPORT APPROVED BY: Troy Bartolomei, Interim Director of Public Works

<u>Vote Required?</u>	<u>General Fund Impact?</u>
Simple Majority Vote	No General Fund Impact

RECOMMENDATION

Approve a retroactive amendment, effective September 18, 2023, to the agreement with PACE Engineering, Inc., for on-call technical support services to County Service Areas (CSAs) which increases the amount of compensation by \$75,000 for a new maximum compensation of \$175,000, modifies the Consultant's rates, and allows the Public Works Director to approve future annual rate increases up to 3% per year with no increase in maximum compensation, retaining the term May 20, 2021, through September 30, 2024.

DISCUSSION

CSAs operate eight water systems and three sewer systems. Engineering specialists are needed to troubleshoot problems, prepare technical reports, and assist with grant applications. On May 20, 2021, the County entered into an agreement with PACE Engineering, Inc. for these services. On May 31, 2022, the agreement was amended to increase maximum compensation by \$50,000 for a new maximum compensation of \$100,000. On May 30, 2023, the agreement was amended to modify the Consultant's rates and extend the term of the agreement through September 30, 2024. Staff recommends a third amendment to modify the Consultant's rates and increase the amount of compensation by \$75,000 for a new maximum compensation of \$175,000.

ALTERNATIVES

The Board may decline to approve the proposed amendment. County engineering staff are potentially available for routine matters. Capacity is limited and often greater technical expertise is required. Other consultants could be recruited with attendant process delays and additional expenses. Additional expenses would be recovered through rates charged to customers.

OTHER AGENCY INVOLVEMENT

County Counsel has approved the amendment as to form. Risk Management has approved the amendment. The recommendation has been reviewed by the County Administrative Office.

FISCAL IMPACT

Sufficient appropriations for the additional expenditures are included in the various Fiscal Year 2023-24 CSA budgets. The expenditures will be funded through revenue derived from customer usage fees and grants, as applicable.

ATTACHMENTS:

1: Proposed Amendment