



# County of Monterey

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: A 24-031**

**February 06, 2024**

**Introduced:** 1/22/2024

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute the proposed retroactive Amendment No. 2 to the Standard Agreement with Specialized Utility Services Program, for chief plant operator and drafting/engineering services for Public Works, Facilities and Parks, with a term of January 18, 2022, through December 31, 2026, for an amount not to exceed \$583,460; and,
- b. Approve and authorize the County/Purchasing Officer or designee to execute up to three future amendments to the Agreement where each amendment does not exceed 10% (\$58,346) of the Agreement amount and does not significantly change the scope of work, subject to County Counsel approval, with a not to exceed aggregate total of \$757,498.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute the proposed retroactive Amendment No. 2 to the Standard Agreement with Specialized Utility Services Program, for chief plant operator and drafting/engineering services for Public Works, Facilities and Parks, with a term of January 18, 2022, through December 31, 2026, for an amount not to exceed \$583,460; and,
- b. Approve and authorize the County/Purchasing Officer or designee to execute up to three future amendments to the Agreement where each amendment does not exceed 10% (\$58,346) of the Agreement amount and does not significantly change the scope of work, subject to County Counsel approval, not to exceed aggregate total of \$757,498.

### SUMMARY/DISCUSSION:

Specialized Utility Services Program (SUSP) is a subsidiary of the California Rural Water Association (CRWA) and was formed in 2012, to provide fee-for-services to rural and midsized communities of California. SUSP is based in Sacramento with staff providing services throughout the state.

The County executed a Standard Agreement (Agreement) with SUSP for Chief Plant Operator Services for the water and wastewater utility systems at Lake San Antonio and County Service Area (CSA) 75-Chualar on January 18, 2022, with a not to exceed amount of \$63,280 (Attachment A). Amendment No. 1 was executed on November 14, 2022, to add services for Lake Nacimiento, extend the Agreement for one year, and increase the not to exceed amount to \$130,904 (Attachment B).

The County continues to need the Chief Plant Operator Services and is adding engineering and drafting services for water and wastewater utility systems regulatory compliance plans for all County parks and Laguna Seca Recreation Area.

Staff requests the Board of Supervisors approve and authorize the Contracts/Purchasing Officer or designee to execute the proposed Amendment No. 2 with SUSP for Chief Plant Operator and Drafting/Engineering Services with a term of January 18, 2022 through December 31, 2026, for an amount not to exceed \$583,460, and three future amendments where each amendment does not exceed 10% (\$58,346) of the Agreement amount and does not change the scope of work, subject to County Counsel approval, with a not to exceed aggregate total of \$757,498.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel and Auditor-Controller’s Office reviewed and approved the proposed Agreement as to form and fiscal provisions, respectively.

FINANCING:

The cost of the contracted services provided by SUSP is not to exceed the aggregate total of \$757,498 for the duration of the Agreement. There are sufficient appropriations in the adopted Fiscal Year 2023-2024 budgets: Parks (001-PFP058-8556), CSA 75-Chualar (093- PFP046-8566), Lake Nacimiento (452-PFP060-8565), and Laguna Seca Recreation Area (453-PFP067-8579). Future budget requests will include sufficient appropriations for subsequent Agreement term years.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action supports the Board of Supervisors Strategic Initiative for Health and Human Services and Public Safety. The services are required by Environmental Health to ensure visitors have access to safe and reliable drinking water at County facilities.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Dona Luna, Management Analyst III, x5455.

Reviewed by: Nathan Merkle, Administrative Operations Manager

Reviewed by: Bryan Flores, Chief of Parks

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

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Attachments:

- Attachment A - Standard Agreement with SUSP
  - Attachment B - Amendment No. 1 with SUSP
  - Attachment C - proposed Amendment No. 2 with SUSP
  - Attachment D - Summary of Vendor Contract Payments
- (Attachments are on file with Clerk of the Board)