



Board Report

File #: BCSD A 19-002, **Version:** 1

- a. Approve Amendment No. 6 to Agreement No. A-12523 with MCSI Water Systems Management to continue to provide services associated with the management, maintenance, and operation of the San Jerardo Water System, Request for Proposals #10355, to: update rates for additional services; extend the expiration date for one (1) additional year through March 31, 2020, for a revised term from July 30, 2013 to March 31, 2020; and increase the not-to-exceed amount of \$381,584 by \$70,000, for a total amount not to exceed \$451,584; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 6 to the Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors, acting as the Board of Directors of the Boronda County Sanitation District:

- a. Approve Amendment No. 6 to Agreement No. A-12523 with MCSI Water Systems Management to continue to provide services associated with the management, maintenance, and operation of the San Jerardo Water System, Request for Proposals #10355, to: update rates for additional services; extend the expiration date for one (1) additional year through March 31, 2020, for a revised term from July 30, 2013 to March 31, 2020; and increase the not-to-exceed amount of \$381,584 by \$70,000, for a total amount not to exceed \$451,584; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 6 to the Agreement.

SUMMARY:

The Boronda County Sanitation District ("County BCSD") desires MCSI Water Systems Management (MCSI) to continue to provide services associated with the management, maintenance, and operation of the San Jerardo Water System. Initially, MCSI was selected for their expertise and capabilities necessary to provide services required by regulatory agencies through Request for Proposals (RFP) #10355 for the water system in the San Jerardo Housing Cooperative Community within the County BCSD.

DISCUSSION:

County BCSD has identified a need for MCSI to continue to provide services associated with the management, maintenance, and operation of the San Jerardo Water System to assist Special Districts staff in areas related to water system operations, water-quality testing, reporting, repairs, maintenance, meter reading, and billings and collections. The County is still working with MCSI to repair damages to the San Jerardo Water System resulting from the 2017 Winter Storms, and an increase and extension of this Agreement is necessary to allow for completion of the repairs.

The San Jerardo Cooperative (Co-op) previously expressed interest in assuming ownership of the water system and received a grant from the California State Water Resources Control Board to fund a Technical, Managerial and Financial (TMF) study to determine if the Co-op has the resources to take ownership of the water system. The TMF was approved by the State and the transfer is anticipated to be completed in 2020.

Amendment No. 6 to the Agreement between the County and MCSI will update rates for additional services; extend the expiration date from March 31, 2019 for one (1) additional year through March 31, 2020, beyond the

anticipated five (5) year term allowed per Agreement No. A-12522, for a revised term from July 30, 2013 to March 31, 2020; and increase the not-to-exceed amount of \$381,584 by \$70,000, for a total amount not to exceed \$451,584. This one (1) year extension will provide time for County staff to work with the Co-op to establish steps and timelines to complete the system transfer, allowing MCSI to continue to provide services while County staff finalizes procurement of these services under a new RFP or until the system transfers, whichever is sooner.

Attachment H provides a summary of the Agreement to date. Attachment I provides a summary of the Agreement's annual expenditures and balance.

OTHER AGENCY INVOLVEMENT:

The Offices of the County Counsel-Risk Management and Auditor-Controller have reviewed and approved Amendment No. 6 as to form and legality and fiscal provisions, respectively.

FINANCING:

Costs anticipated with Amendment No. 6 to the Agreement with MCSI are anticipated to be incurred over two (2) fiscal years, (FYs) 2018-19 and 2019-20. The Fiscal Year (FY) 2018-19 adopted budget, Fund 157, includes \$63,000 for services provided by MCSI and sufficient appropriations are available to fund Amendment No. 6. The Agreement costs for FY 2019-20 will be included in the FY 2019-20 budget. A transfer of \$40,000 from the Fund 001 Contingencies was made in 2013 for operating expenses, and a transfer of \$14,228 was made from Fund 401 in 2016. In January 2018, a loan, subject to be paid back with interest, was made to BCSD to fund repairs caused by winter storms to the system control panel, fire pump, pump house, and fencing. Currently, the BCSD fund balance is \$7,880, and annual revenue is meeting annual operating expenditures.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

This Agreement meets key objectives of the Health & Human Services and Infrastructure Board of Supervisors' Strategic Initiatives by ensuring water system infrastructure and water quality is maintained. Clean water is critical to the health and quality of life of County residents.

☐ Economic Development
☐ Administration
☒ Health & Human Services
☒ Infrastructure
☐ Public Safety

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Approved by: Shawne Ellerbee, RMA Deputy Director of Administrative Services
Approved by: Carl P. Holm, AICP, RMA Director

Attachments:

Attachment A - Amendment No. 6 to Agreement
Attachment B - Amendment No. 5 to Agreement
Attachment C - Amendment No. 4 to Agreement
Attachment D - Amendment No. 3 to Agreement
Attachment E - Amendment No. 2 to Agreement
Attachment F - Amendment No. 1 to Agreement

Attachment G - Agreement

Attachment H - Summary of Agreement

Attachment I - Summary of Agreement Annual Expenditures and Balance
(Attachments on File with the Clerk of the Board)