



Board Report

File #: BCSD A 23-002, **Version:** 1

Acting as the Board of Directors for the Boronda County Sanitation District:

- a. Approve Amendment No. 9 to Agreement No. A-12523 with MCSI Water Systems Management to continue providing services associated with the management, maintenance, and operation of the San Jerardo Water System, Request for Proposals #10355, update the rates for additional services, increase the not-to-exceed amount by \$140,000, bringing the total amount not to exceed to \$801,584, and extending the expiration date from March 31, 2023 for two (2) additional years through March 31, 2025, for a revised term from July 30, 2013 to March 31, 2025; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute: 1) Amendment No. 9 to Agreement No. A-12523 and 2) Future amendments to Agreement No. A-12523 to extend the term beyond the original term authorized in Request for Proposals #10355 where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

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. 9 to Agreement No. A-12523 with MCSI Water Systems Management to continue providing services associated with the management, maintenance, and operation of the San Jerardo Water System, Request for Proposals #10355, update the rates for additional services, increase the not-to-exceed amount by \$140,000, bringing the total amount not to exceed to \$801,584, and extending the expiration date from March 31, 2023 for two (2) additional years through March 31, 2025, for a revised term from July 30, 2013 to March 31, 2025; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute: 1) Amendment No. 9 to Agreement No. A-12523 and 2) Future amendments to Agreement No. A-12523 to extend the term beyond the original term authorized in Request for Proposals #10355 where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

SUMMARY/DISCUSSION:

In 2018, the San Jerardo Housing Cooperative, Inc. (Cooperative) expressed interest in taking ownership of the Boronda County Sanitation District (BCSD) Zone 2 - San Jerardo Cooperative Water System (System). The Cooperative is currently working with the County/BCSD toward this end.

In addition, the County is implementing repairs to the System control panel and fire pump/generator, constructing improvements to complete the emergency intertie with the Foothill Estates Water System and the two (2) metered connections to benefit the property adjacent to the production well site per the terms of the Purchase Agreement for the production well between the County/BCSD and the production well site Sellers Juan and Rosa Gutierrez.

In 2012, Request for Proposals (RFP) #10355 was issued for professional services to provide management, maintenance, and operation of the System. In July 2013, through RFP #10355, MCSI Water Systems Management (MCSI) was selected to provide these services. The Agreement with MCSI expires on March 31, 2023. Staff considers engaging a new operator at this point imprudent due to MCSI's experience with System operations and maintenance, and impending System transfer. A term extension and additional funding are

necessary to continue MCSI's services.

Staff recommends that the Board of Supervisors approve the proposed Amendment No. 9 (Attachment A) to continue services currently being provided by MCSI. Amendment No. 9 updates the rates for additional services, increases the not-to-exceed Agreement amount of \$661,584 by \$140,000, for a total amount not to exceed \$801,584, and extends the expiration date from March 31, 2023, by two (2) additional years through March 31, 2025. It is anticipated that the two (2) year extension will afford County staff time to oversee System improvements and stated repair work through completion, and to work with the Cooperative to establish steps and timelines to complete the System transfer anticipated by December 31, 2024.

Attachments B through L, provided for reference, include: Amendment Nos. 1 through 8 to the Agreement, Agreement A-12523 and summaries of the Agreement to date.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller have reviewed and approved Amendment No. 9 as to form and fiscal provisions, respectively.

FINANCING:

Sufficient appropriations are available to fund Amendment No. 9. The FY 2022-23 Adopted Budget, Fund 157, Department 3200, Unit 8567, Appropriation Unit PFP050, Account 6613, includes \$70,000 for services provided by MCSI. Agreement costs for FY 2023-24 and FY 2024-25 will be included in the respective requested budgets.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

Amendment No. 9 of 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 improving health and quality of life for County residents.

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

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Reviewed by: Enrique Saavedra, PE, Chief of Public Works

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

The following attachments are on file with the Clerk of the Board:

Attachment A - Amendment No. 9 to Agreement

Attachment B - Amendment No. 8 to Agreement

Attachment C - Amendment No. 7 to Agreement

Attachment D - Amendment No. 6 to Agreement

Attachment E - Amendment No. 5 to Agreement

Attachment F - Amendment No. 4 to Agreement

Attachment G - Amendment No. 3 to Agreement

Attachment H - Amendment No. 2 to Agreement

Attachment I - Amendment No. 1 to Agreement

Attachment J - Agreement

Attachment K - Summary of Agreement

Attachment L - Summary of Agreement Annual Expenditures and Balance