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June 11, 2008 (Agenda)

Contra Costa Local Agency Formation Commission  
651 Pine Street, Sixth Floor  
Martinez, CA 94553

**Contract Amendment with Graichen Consulting**

Dear Commissioners:

**RECOMMENDATION**

Authorize LAFCO staff to execute a contract amendment with Graichen Consulting to extend the term of the contract from May 16, 2008 to September 30, 2008, in order to complete the Municipal Service Reviews (MSRs) and sphere of influence (SOI) updates for the cities of Antioch and Pittsburg.

**DISCUSSION**

In February 2006, the Commission approved a work plan and timeline to prepare and complete the State mandated MSRs/SOI updates. The plan provides for countywide reviews of health care, water and wastewater services, and sub-regional reviews (i.e., east, west and central county) of the 19 cities and remaining 10 special districts.

Contra Costa LAFCO is using a combination of consultants and LAFCO staff to complete the MSRs. In February 2006, following a formal bid process, the Commission approved a contract with Graichen Consulting to provide planning, MSR and related support services. Graichen Consulting is currently preparing MSRs/SOI updates for the cities of Antioch and Pittsburg.

We are finding that the level of detail and analysis needed in the MSRs is greater than anticipated given the complexity of issues we are discovering. These factors, coupled with the recent surge in LAFCO applications and consultant staffing changes, has resulted in the need for additional time to complete these MSRs/SOI updates.

It is proposed that the Commission approve an amendment to the existing contract with Graichen Consulting to extend the term from May 16, 2008 to September 30, 2008.

FINANCING

This is a time only amendment and has no financial impact.

Please contact the LAFCO office if you have any questions.

Sincerely,

Lou Ann Texeira  
Executive Officer