



Lou Ann Teixeira
Executive Officer

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June 10, 2009 (Agenda)

June 10, 2009
Agenda Item 11

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

Contract Renewal – Lamphier-Gregory

Dear Commissioners:

RECOMMENDATION

Authorize LAFCO staff to execute a contract renewal with Lamphier-Gregory extending the term of the contract from June 30, 2009 to June 30, 2010, and increasing the contract not-to-exceed amount from \$110,000 to \$170,000 (\$60,000 increase).

DISCUSSION

In January 2008, following a formal bid process, the Commission approved a contract with Lamphier-Gregory to provide professional planning services to LAFCO on an as needed basis.

Under the contract, Nat Taylor serves as Senior Planner and Project Manager, supporting LAFCO as follows:

- Review and analysis of, and preparation of written comments regarding, various LAFCO applications
- Review and evaluation of, and preparation of written comments regarding, environmental documents prepared by other agencies
- Preparation of environmental documents for LAFCO projects
- Assistance with development of new and review of existing LAFCO policies and procedures
- Assistance with municipal service reviews and sphere of influence updates
- Attendance at LAFCO hearings, meetings with project applicants, and other meetings as directed.

Through the firm's ongoing work, they have become familiar with projects and issues relating to Contra Costa LAFCO. The firm is currently working with LAFCO staff on several projects including the environmental study relating to the proposed SOI expansions for the City of Pittsburg, Contra Costa Water District and Delta Diablo Sanitation District and an addendum relating to the Laurel Place/Pleasant View Annexation to the City of Concord.

Given the firm's exemplary work and familiarity with Contra Costa LAFCO issues, LAFCO staff recommends renewal of the contract.

The contract provides for amendment subject to written agreement by both parties.

FINANCING

The not-to-exceed cost associated with the initial contract for the term February 11, 2008 through June 30, 2009 was \$110,000. As of April 30, 2009, we have expended approximately \$82,376. Based on average monthly billings, it is anticipated that we will expend approximately \$93,376 in total by June 30, 2009.

The FY 2009-10 budget includes \$60,000 for professional planning services.

Please contact the LAFCO office if you have any questions.

Sincerely,

Lou Ann Texeira
Executive Officer

C: Nat Taylor, Lamphier-Gregory
County Auditor-Controller