



Lou Ann Texeira  
 Executive Officer

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June 8, 2022 (Agenda)

Contra Costa Local Agency Formation Commission  
 40 Muir Road, 1st Floor  
 Martinez, CA 94553

**June 8, 2022  
 Agenda Item 13**

**3<sup>rd</sup> Round Wastewater Municipal Service Reviews/Sphere of Influence Updates  
 Contract for Services**

Dear Members of the Commission:

The Commission annually adopts proposed and final budgets and a workplan. The FY 2022-23 workplan includes funding for Municipal Service Reviews (MSRs)/Sphere of Influence (SOI) Updates.

Contra Costa LAFCO recently completed its 2<sup>nd</sup> round *Parks & Recreation Services* MSR/SOI updates and its 2<sup>nd</sup> round *Cemetery Services* MSR/SOI updates. The 2<sup>nd</sup> round MSR covering resource conservation and mosquito and vector control services is currently underway and will be completed by the end of 2022. It is timely to move forward with another MSR. As discussed in the FY 2022-23 budget report, staff recommends preparing a 3<sup>rd</sup> round MSR covering wastewater services. This MSR will include seven cities and 13 districts.

In January 2020, the Commission approved an “on-call” list of prequalified MSR/special study consultants, which includes Swale, Inc. and Baracco & Associates. LAFCO staff discussed with the consultants the 3<sup>rd</sup> round wastewater MSR, and subsequently obtained a proposal. Under the proposal, Swale Inc. would be the primary contractor and Baracco & Associates would be the subcontractor. Both firms have extensive LAFCO experience. Swale, Inc. has prepared water and wastewater MSRs, including wastewater MSRs for Nevada and Solano LAFCos, and water MSRs for El Dorado, San Joaquin, Nevada, and Placer LAFCos. Bruce Baracco has extensive experience in environmental planning and LAFCO work having previously worked for cities, counties, and LAFCos. Baracco has prepared various MSRs including Contra Costa LAFCO’s countywide law enforcement MSR. Swale, Inc. and Baracco & Associates are familiar with Contra Costa LAFCO as they currently serve as its environmental planners.

**RECOMMENDATION** – It is recommended that the Commission authorize the LAFCO Executive Officer to execute a contract with Swale, Inc. with Baracco & Associates as subcontractor, to prepare the 3<sup>rd</sup> round wastewater services MSRs/SOI updates covering seven cities and 13 districts with a project budget not to exceed \$110,000.

Sincerely,

LOU ANN TEXEIRA  
 EXECUTIVE OFFICER

c: Kateri Harrison, SWALE, Inc.  
 Bruce Baracco, Baracco & Associates