



Lou Ann Teixeira
Executive Officer

September 13, 2023 (Agenda)

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

September 13, 2023
Agenda Item 6

**3rd Round Wastewater Municipal Services Review and Sphere of Influence Updates
Contract Extension – SWALE, Inc.**

Dear Commissioners:

Contra Costa LAFCO's annual work plan includes preparing municipal service reviews (MSRs) and sphere of influence (SOI) updates.

On July 1, 2022, Contra Costa LAFCO entered into a contract with SWALE, Inc., with Baracco Associates as subcontractor, to prepare LAFCO's 3rd round MSR and SOI updates covering wastewater services including 20 local agencies (seven cities and 13 districts). The contract was amended on May 10, 2023.

The current schedule provides for completing this MSR by October 31, 2023. Due to the magnitude of the MSR and several delays, an extension of time is needed to complete the MSR/SOI updates. The proposed revised schedule is as follows:

- ✚ August/September 2023 - Complete data collection/verification/fact check with local agencies
- ✚ September/October 2023 - Deliver Public Review Draft MSR to LAFCO
- ✚ October 2023 - Public Hearing – Public Review Draft MSR
- ✚ November 2023 - Deliver Final Draft MSR to LAFCO
- ✚ December 2023 - Public Hearing – Final Draft MSR

RECOMMENDATION: Authorize LAFCO staff to execute the proposed contract amendment with Swale, Inc. in order to complete the 3rd round wastewater services MSR/SOI updates.

Sincerely,

Lou Ann Teixeira
Executive Officer

c: SWALE, Inc.
Baracco Associates
South Fork Consulting

PO Number: _____

AGREEMENT AMENDMENT

The consulting services agreement, dated July 1, 2022, and amended on May 10, 2023, (Agreement) by and between the Contra Costa Local Agency Formation Commission (LAFCO) and SWALE, Inc. (Contractor) is amended as follows:

- 1. The contract term is from July 1, 2022 through **December 31, 2023.**

All other terms and conditions of the Agreement remain in effect.

IN WITNESS WHEREOF, the parties have executed this amendment as of September 13, 2023.

CONTRA COSTA LAFCO

CONTRACTOR
SWALE, Inc.(Wastewater MSR/SOI Updates)

By: _____
LAFCO Executive Officer

By: _____

Taxpayer ID#: _____

APPROVED AS TO FORM

LAFCO Legal Counsel

I hereby certify under penalty of perjury that the Executive Officer of the Contra Costa LAFCO was duly authorized to execute this document on behalf of the Contra Costa LAFCO by a majority vote of the Commission on September 13, 2023.

Date: _____

ATTEST:

Contra Costa LAFCO Clerk/Analyst