

# EL DORADO LAFCO

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LOCAL AGENCY FORMATION COMMISSION

## *AGENDA OF SEPTEMBER 27, 2006*

### *REGULAR MEETING*

**TO:** Ted Long, Chairman, and  
Members of the El Dorado County Local Agency Formation  
Commission

**FROM:** José C. Henríquez, Executive Officer

**AGENDA ITEM #5D4:** Update on the LAFCO RFPs for the outsourcing of the  
Water, Wastewater and Power MSR and the Roads and  
Road Maintenance MSR

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#### **RECOMMENDATION**

Staff recommends that the Commission receive the following information related to the outsourcing of municipal services review.

#### **REASON FOR RECOMMENDED ACTION**

LAFCO staff wanted to keep the Commission informed of the current status of the request for proposals for the outsourced municipal services review.

#### **BACKGROUND**

At the June meeting, the Commission authorized staff to use its discretion in both the selection of the services that would be outsourced to an outside consultant and in deciding which consultants would be contracted to complete the municipal services reviews (MSRs) for these services. On August 7, 2006, requests for proposals (RFPs) were sent out for two types of MSRs: one for Water, Wastewater and Power Services and the second for Road and Road Maintenance Services. The RFP requested that a response by all interested firms and individuals be submitted by September 29, 2006. Although no formal responses have been received at the time of this writing, several firms have contacted LAFCO staff to express their strong interest in responding to the RFPs. LAFCO staff is confident that it will receive a healthy response from qualified firms.

LAFCO staff plans to review all RFP responses and invite the top two or three firms to an interview. The consultant will be selected based on their performance at the interview and on the content of the RFP proposal. Representatives from the affected agencies may be invited to participate in the interview process, ask questions of the

candidates and provide feedback to LAFCO staff on the proceedings; however, the final decision will rest with your Executive Officer. The Executive Officer and your Counsel will work with the selected consultant to negotiate and produce a contract that will be agreeable to the Commission and to the consultant. It is expected that this process will be completed by November 2006. The selected candidate will be introduced at the December meeting and the Commission will be requested to approve the negotiated contract.

In addition, on August 29, 2006, a letter was sent to all affected agencies notifying them of these developments and that, once a consultant has been selected, they will be invited to a workshop to meet the consultant, discuss the MSR process and answer any questions they may have.