

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF MAY 27, 2020

REGULAR MEETING

TO: Shiva Frentzen, Chair, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer 

AGENDA ITEM #8: **CONSIDERATION AND APPROVAL OF THE CONTRACT WITH SOUTH FORK CONSULTING FOR THE COMPLETION OF THE MUNICIPAL SERVICES REVIEW AND SPHERE OF INFLUENCE STUDY FOR THE FIRE SUPPRESSION AGENCIES IN EL DORADO COUNTY**

RECOMMENDATION

Staff recommends that the Commission:

1. Approve the contract with South Fork Consulting, LLC to prepare and present the Municipal Service Review and Sphere of Influence Study for the fire districts in El Dorado County at a cost of \$95,000.
2. Authorize the Chair to sign the final agreement. The cost will be covered by the \$23,000 allocated funds in the Professional Services – MSR Outsourcing account of the El Dorado LAFCO 2019-2020 Budget and the \$72,000 allocated in the 2020-21 budget considered in Item #7 of this Agenda.

REASON FOR RECOMMENDED ACTION

El Dorado LAFCO is required to create municipal service reviews (MSRs) and update sphere of influence (SOI) studies for all agencies in the county. Studying and preparing the MSR/SOI study for the fire suppression agencies in El Dorado County is part of the current Cycle 3 MSR/SOI Project Plan. Since the fall of 2019, the Commission has prioritized this study to be finished next. As a result, the Commission allocated funds into this year's and next year's budget to outsource the report. In its response to a circulated Request for Proposals, South Fork Consulting demonstrated that it has the experience, skills, resources and understanding of the scope of work to complete a report to the Commission's satisfaction. By authorizing the Chair to sign the contract, South Fork Consulting commits to completing and presenting the report on or about Summer 2021.

BACKGROUND

Since 2018, the Commission has held several study sessions on the topic of fire service in the county. The Commission has been interested in the state of fire service and possible reorganizations that would make the system more efficient, and more importantly, more sustainable in the long term. During these sessions the Commission prioritized the municipal service review and sphere of influence study as the next report to be completed. Staffing limitations would prevent the MSR/SOI from being completed fast enough.

For these reasons, the Commission directed the Budget Ad Hoc Committee to fund outsourcing this MSR to a consultant. A request for proposals (RFP) was circulated for 40 days. Two qualified responses were received, South Fork Consulting's bid of \$95,000 and a second costing a little less than \$120,000. While both firms are highly qualified, your budget only allows for you to afford South Fork.

The South Fork Consulting proposal specifies that the firm has experience with MSRs, with its team having contracted with Solano, San Joaquin, Nevada and Mendocino LAFCOs in similarly complex projects. Most members of the team are also working on the MSR/SOI for the El Dorado Irrigation District with/for SWALE, Inc. A reference check with those executive officers indicates that all were extremely satisfied with their respective end product. All gave an unqualified endorsement of the firm.

Project

South Fork Consulting proposes analyzing the 12 independent fire suppression agencies plus the 2 dependent special districts using the requirements of Government Code 56430 and 56425 through the lens of various performance measurements, detailed on pages 6-9 of Exhibit A of Attachment A. The time period for this project is approximately 12 months. The total cost will be paid in installments at the completion of five separate tasks and to the satisfaction of the Executive Officer. The total cost also includes approximately \$5,000 in contingency.

Attachment:

Attachment A: Contract with South Fork Consulting, LLC