

# EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

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## *AGENDA OF DECEMBER 6, 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 #6:** **CONSIDERATION AND APPROVAL OF THE CONTRACT  
WITH DUDEK AND ASSOCIATES, INC. FOR THE  
COMPLETION OF THE WATER, WASTEWATER AND  
POWER MUNICIPAL SERVICES REVIEW**

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#### **RECOMMENDATION**

Staff recommends that the Commission:

1. Approve the contract with Dudek & Associates, Inc. to prepare and present the Water, Wastewater and Power Municipal Service Review at a cost of \$85,080.
2. Authorize the Chair to sign the final document. There are sufficient funds in the Professional Services – MSR Outsourcing account of the El Dorado LAFCO 2006-2007 Budget to fund this contract.

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

El Dorado LAFCO is required to create municipal service reviews (MSRs) and update spheres of influence for districts in the County. As the Commission is aware, some of these MSRs will be outsourced to, and completed by, outside consultants. Dudek and Associates, Inc. has 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, Dudek and Associates commits to completing and presenting the report by December of 2007.

#### **BACKGROUND**

In the June meeting, the Commission directed staff to prioritize water, wastewater and power services as the next municipal service review (MSR) to conduct. A "request for proposals" (RFP) was sent out in August to many consulting firms. In October the Executive Officer assembled an interview panel composed of Commissioner Loftis, Beverly Howard, Customer and Development Services Manager for El Dorado Irrigation

District, and Randy Pesses, Director of Public Works for the City of Placerville, to interview the most qualified firms who responded to the RFP. Through reference checks and an interview with the principal members of the Dudek and Associates, Inc. ("Dudek") team, the panel determined Dudek to be the most appropriate choice between the candidates. In particular, the interview panel was impressed by the qualifications and presentation of the Dudek team. Dudek has conducted several water and wastewater-related MSRs throughout the state and has a reputation for careful analysis and developing a solid working relationship with the agencies. In addition, Dudek demonstrated, both in their RFP response and on the interview, a thorough understanding of the scope and goals of the MSR study.

*Project*

The time period for this project would begin in mid-December and end December 3, 2007. The total cost for the project would be \$85,080, to be paid in installments at the completion of six separate tasks and to the satisfaction of the Executive Officer. The contract is currently being reviewed by all parties so it will not be sent with the Commission's packet. However, the contract will be mailed no later than December 1.

This proposal will help El Dorado LAFCO meet the deadlines for MSR and SOI completion of January 2008.