



NEVADA COUNTY SANITATION DISTRICT NO. 1
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Sean Powers
Community Development Agency Director

Trisha Tillotson
Director of Public Works

NEVADA COUNTY SANITATION DISTRICT NO. 1 BOARD OF DIRECTORS
Board Agenda Memo

MEETING DATE: January 28, 2020

TO: Board of Directors

FROM: Brad Torres – Wastewater Operations Manager

SUBJECT: Resolution to award a contract for the Wastewater Fee Study for All Nevada County Sanitation District No. 1 Zones to HF&H Consulting LLC for a total amount not to exceed \$81,155 and approve a budget amendment. County of Nevada Districts I, II, III and IV (4/5 Affirmative Vote)

RECOMMENDATION: Approve the attached Resolution

FUNDING: Funding is for Fiscal Year 2019/2020 and would impact the Sanitation District budget of all zones. A budget amendment is proposed. There is no impact on the General Fund.

BACKGROUND:

The Nevada County Sanitation District No. 1 (District) solicited proposals for firms to perform a Wastewater Fee Study for all zones in the District. This type of study has not been performed by the District in recent history and is necessary to address potential budget shortfalls and increases in operations costs due to increased regulatory requirements, as well as increased material and labor costs for both in house and outsourced labor. In July and August 2019, three proposals were received, and firms were interviewed.

The scope of services includes all necessary analyses and documentation to develop and support a comprehensive study of the current rate structure, current and future operations and capital improvement needs and water quality compliance costs and measures.

The selected firm, HF&H Consulting LLC, demonstrated that they met the requirements of the Request for Proposals.

Item Initiated by: Brad Torres, Wastewater Operations Manager

Approved by: Trisha Tillotson, Director of Public Works

Submittal Date: January 9, 2020
Revision Date: January 15, 2020