



NEVADA COUNTY SANITATION DISTRICT NO. 1

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Trisha Tillotson
Community Development Agency Director

Heba El Guindy
Director of Public Works

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

MEETING DATE: July 11, 2023

TO: Board of Directors

FROM: **Brad Torres, Wastewater Operations Manager**

SUBJECT: Approval of a Renewal Contract between Nevada County Sanitation District No. 1 and Cranmer Engineering, Inc., for Testing of Provided Samples from Wastewater Treatment Facilities and Collection Systems for Fiscal Year 2023/24

RECOMMENDATION: Approve the attached Resolution.

FUNDING: Funding for this contract will be provided by each zone that requires testing within the Nevada County Sanitation District No. 1 Fiscal Year 2023/24 budget, and no budget amendment is needed. There is no impact to the General Fund.

BACKGROUND: Nevada County Sanitation District No. 1 (District) waste discharge permits require sampling to verify that permit monitoring requirements are met. Cranmer Engineering, Inc. is the firm selected to perform these services. Cranmer Engineering is certified by the California Department of Health Services, Environmental Laboratory Accreditation Program (ELAP). Contracts for this service have been in place with Cranmer since Fiscal Year 2021/22, but the contract amounts have fell under the threshold for Board approval. Due to the increase in sampling requirements, the contract amount has increased from previous years and currently requires Board approval. The contract work by Cranmer Engineering, Inc. to date has been performed to the County's satisfaction.

The District desires to renew the Contract Agreement with Cranmer Engineering, Inc. for Fiscal Year 2023/24 beginning July 1, 2023, and ending June 30, 2024, in the contract amount of \$70,000.

Item Initiated by: **Brad Torres, Wastewater Operations Manager**

Approved by: **Heba El Guindy, Director of Public Works**

Attachments:

- Resolution to Renew Contract between Nevada County Sanitation District No. 1 and Cranmer Engineering, Inc.
- Contract between District and Cranmer Engineering, Inc.
- Certificate of Liability Insurance