



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/2/2010
Agenda Placement: 7F

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Felix Riesenbergs for Ridenhour, Don - Director
Public Works
REPORT BY: Deborah Elliott, Water Resources Division Specialist - 259-5969
SUBJECT: Amendment No. 1 to Agreement No. 7160 with the Center for Collaborative Policy

RECOMMENDATION

Director of Public Works requests the following actions as they relate to the Department of Water Resources Capacity Building Grant funded by Proposition 50:

1. Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 7160 with the California State University, Sacramento-Center for Collaborative Policy (CCP) increasing the amount from a maximum of \$24,751 to a maximum of \$27,201 for assistance with stakeholder outreach, interviews and a stakeholder assessment; and
2. Approval of Budget Transfer No. DPW012 appropriating \$50,000 in the Capital Improvement Program budget with offsetting revenues.(4/5 vote required)

EXECUTIVE SUMMARY

On December 9, 2008, the Board authorized acceptance of Local Groundwater Assistance - Capacity Building Grant funds from the State of California Department of Water Resources (DWR) in the amount of \$50,000. The Board also authorized the Chair to sign Agreement No. 7160 with the CCP for a maximum of \$24,751 (funded by the Capacity Building Grant funds) for assistance with stakeholder outreach, interviews and a stakeholder assessment.

DWR froze the Local Groundwater Assistance grant program on December 17, 2008 forcing the agreement to be placed on hold, and the County subsequently received written notice that partial funding (\$20,000) was restored on September 24, 2009. Over this time period the CCP's rates have increased and changes to staff and the scope of work have been requested to complete the Stakeholder Assessment.

Approval of Amendment No. 1 to Agreement No. 7160 will increase the maximum contract amount with

the CCP from \$24,751 to \$27,200 out of the County's \$50,000 share of Proposition 50 Local Groundwater Assistance grant funds. Amendment No. 1 also imposes an \$18,000 cap on CCP's services until notification by DWR that the entire grant amount is available.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The \$50,000 in grant funding comes from the Department of Water Resources, Proposition 50 Local Groundwater Assistance - Capacity Building Grant funds that were awarded to the County December 2008.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This portion of the Proposition 50 grant funds will result in a groundwater stakeholder assessment being conducted. The relatively small increase in the Center for Collaborative Policy's (CCP's) budget is a result of staffing changes, an increase in hourly rates since the original agreement was signed, and a slight shift in the hours worked by CCP staff. Because only partial grant funding has been released, a cap on CCP's allowed expenditures until DWR releases all funding has been included in Amendment No. 1 to the agreement.
Is the general fund affected?	No
Future fiscal impact:	As a result of this amendment, County staff will have slightly less staff time that can be reimbursed from the grant funding, so County staff will have to scale back their activities slightly to stay within the grant funded amount. This is not anticipated to be a problem.
Consequences if not approved:	If the item is not approved, the CCP would likely have to reduce their effort in certain areas of their work scope to meet contract obligations, potentially resulting in a lower quality end product.
Additional Information:	On December 9, 2008 the Board accepted a Capacity Building Grant by Resolution No. 08-181 for \$50,000. On December 17, 2008 the Department of Water Resources froze the grant funds forcing the agreement with CCP to be placed on hold. On September 24, 2009, staff received notification that \$20,000 has been restored. Of this \$20,000, the CCP will be allowed to perform services up to \$18,000, leaving \$2,000 for County staff time charges to administer the grant and manage the CCP contract. Approval of Budget Transfer No. DPW012 appropriates the grant funds, in anticipation of full restoration.

ENVIRONMENTAL IMPACT

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On December 9, 2008, the Board authorized acceptance of Local Groundwater Assistance - Capacity Building Grant funds from the State of California Department of Water Resources (DWR) in the amount of \$50,000. The Board also authorized the Chair to sign Agreement No. 7160 with the California State University, Sacramento-Center for Collaborative Policy (CCP) for a maximum of \$24,751 (funded by the Capacity Building Grant funds) for assistance with stakeholder outreach, interviews and a stakeholder assessment.

As a result of actions taken by the State's Pooled Money Investment Board, DWR froze the grant funds on December 17, 2008 forcing the agreement with the CCP to be placed on hold. Staff received written notice on September 24, 2009 that partial funding (\$20,000) has been restored. Over this time period the CCP's rates have increased and changes to staff and the scope of work have been requested to complete the Stakeholder Assessment. In addition to increasing the total contract amount for CCP's work, Amendment No. 1 also imposes an \$18,000 cap on CCP's services until notification by DWR that the entire grant amount is available.

Staff has met with the CCP to discuss the work scope and has agreed to what work can be accomplished with currently available grant funds. The CCP will be allowed to charge an amount up to \$18,000 of the available funds, but beyond that must wait for DWR to release additional funding. Staff has also had discussions with DWR and received approval to make this slight redistribution of funds within the \$50,000 grant award. Per DWR, this change does not require amending the grant funding agreement between the County and DWR, however, the DWR funding agreement will need to be amended in the future to address the schedule delays caused by the grant freeze (this will be a future Board action). The additional funding allocated to the CCP work scope will result in County staff having slightly less hours to charge to the grant.

Therefore, the Director of Public Works requests approval of and authorization for the Chair to sign an amendment with the CCP increasing the CCP's budget, funded by Proposition 50, Local Groundwater Assistance grant funds from a maximum of \$24,751 to a maximum of \$27,200 for assistance with stakeholder outreach, interviews and a stakeholder assessment, and approval of the associated budget transfer.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi