



## Upper Valley Waste Management Agency Board Agenda Letter

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**TO:** Board of Directors  
**FROM:** Lederer, Steven - Manager  
Upper Valley Waste Management Agency  
**REPORT BY:** Steven Lederer, DIRECTOR OF ENVIRONMENTAL MGT , 253-4471  
**SUBJECT:** Second Amendment to Agency Agreement #06-03

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### RECOMMENDATION

#### **SECOND AMENDMENT TO AGENCY AGREEMENT #06-03**

DISCUSSION AND ACTION ITEM: Approval and authorization for the Agency Manager to sign the second amendment to Agency Agreement #06-03 with HDR/Brown, Vence & Associates, Inc., in the amount of \$6,561.80, to provide consulting support if needed while implementing the new rate methodology. Details of the proposed scope are provided in Attachment A.

### EXECUTIVE SUMMARY

The attached proposal will allow HDR to continue work on the rate methodology negotiations. A budget of \$21,135 (which includes a 25% contingency) is proposed.

### FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Upper Valley Waste Management Agency.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	HDR has provided invaluable service in moving the rate methodology discussions forward. The proposed services will allow Agency staff access to consulting support as needed during the implementation of the new methodology. Sufficient funds exist in the Agency budget to support this extension without decreasing the Agency fund balance below the Board mandated \$35,000 reserve balance.

Is the general fund affected? No

Future fiscal impact: None.

Consequences if not approved: If the extension is not approved, Agency staff will not be able to access this consulting support.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: 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**

The original HDR/BVA contract was approved by the Board in the sum of \$28,891 at their meeting of June 19, 2006 to assist with development of a simplified rate methodology process. A first amendment was approved by the Board in the amount of \$16,908 at their meeting of October 16, 2006 in order to continue the rate methodology development. This last amendment of \$6,561.80 is requested to keep the consultants available to respond to questions and review any documents requested by staff during the initial implementation of the new methodology.

### **SUPPORTING DOCUMENTS**

A . Second Amendment Scope of Services

Recommendation: Approve  
Reviewed By: Belinda Yamate