

County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only

Meeting Date

Held Until

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Agenda Item No:

Agenda Item No:

Department:

Sonoma County Water Agency

4/5 Vote Not Required

Contact:

Amy Bolten

Phone:

(707) 547-1981

Board Date:

9/1/2009

Deadline for Board Action:

AGENDA SHORT TITLE:

Website Maintenance for Applied Solutions and Sonoma County Energy Independence Program.

REQUESTED BOARD ACTION:

1. Authorize the Agency's General Manager/Chief Engineer to execute the Second Amended Agreement for As-Needed Website Maintenance Services for Applied Solutions and Sonoma County Energy Independence Program between the Sonoma County Water Agency and Sostre & Associates (\$20,000) in substantially the form as the draft presented to this Board, following review and approval by County Counsel as to form.
2. Authorize the Agency's General Manager/Chief Engineer to further amend the Agreement provided amendments do not cumulatively increase the total cost to the Agency by more than \$25,000 and do not substantially change the scope of work.

CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$20,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$0	Unanticipated Revenue (Source:)	\$20,000
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source: Journal Voucher)	\$20,000
Additional Requested	\$20,000	Additional Funds Requested	\$20,000

Explanation (if required):

Explanation (if required): Funding is available from the appropriations in the Fiscal Year 2009/2010 budget for the Fund entitled Recycled Water Fund 674523-7250 and its corresponding reimbursement revenue in 674523-4102.

Prior Board Action:

03/25/09 Adoption of Sonoma County Energy Independence Program (SCEIP) and direction for Agency to support SCEIP, including marketing efforts.

Alternatives – Results of Non-Approval:

None.

Background:

Sonoma County Energy Independence Program

The Sonoma County Energy Independence Program (SCEIP) allows property owners to finance energy efficiency and renewable energy improvements on their property through a contractual assessment which is paid back on their property tax bill. The Sonoma County Water Agency (Agency) has performed and is taking responsibility for managing the marketing program for SCEIP, including website development as part of public outreach efforts.

Applied Solutions

In February 2009, the Agency hosted the first annual Applied Solutions Workshop, a multi-public agency sponsored interdisciplinary conference focused on communicating and brainstorming ways to achieve local sustainability projects across the nation. In preparation for the workshop, an initial website was developed as a communication hub.

As-Needed Website Maintenance Agreement

On May 5, 2009, the Agency and Sostre & Associates (Consultant) entered into an agreement to maintain the Applied Solutions and SCEIP websites, in the amount of \$5,000. The Consultant was selected to perform the work because the Consultant performed the website coding for both the Applied Solutions and SCEIP websites; therefore, the Consultant already had intimate knowledge of the website designs and how the websites are constructed. Due to this previous work on the websites, it was most efficient to have the Consultant perform as-needed necessary maintenance.

The agreement was subsequently amended to increase the agreement amount by \$20,000, to allow for additional website maintenance.

This Second Amended Agreement increases the amount by \$20,000, to again allow for additional website maintenance for both websites and development of a database system to manage the SCEIP application and customer data.

The Agreement includes provisions for the Agency's General Manager/Chief Engineer to terminate the Agreement.

The standard insurance requirements for the original Agreement were modified at Consultant's request, and the modifications were approved by the Agency's General Manager/Chief Engineer.

REQUESTED BOARD ACTIONS:

1. Authorize the Agency's General Manager/Chief Engineer to execute the Second Amended Agreement for As-Needed Website Maintenance Services for Applied Solutions and Sonoma County Energy Independence Program between the Sonoma County Water Agency and Sostre & Associates (\$20,000) in substantially the form as the draft presented to this Board, following review and approval by County Counsel as to form.
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Attachments:

None.

On File With Clerk:

Amended Agreement (one copy) and "Working Copy" of Amended Agreement showing changes (one copy for reference).

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote: