



# STAFF REPORT

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**Meeting Type:** Board of Directors  
**Title:** Amendment No. 3 to Agreement 6240  
**From:** Alex Anaya, Director of Engineering  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** November 6, 2024

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**TYPE OF ACTION:**     X     Action                     Information                     Review and Refer

**RECOMMENDATION:** Authorize the General Manager to execute Amendment No. 3 to Agreement 6240 with Black and Veatch to extend the contract date and expand the scope of services in support of grant application development for critical infrastructure projects, increasing the budget by \$205,000 from the current, not to exceed amount of \$95,000, and a new total not to exceed amount of \$300,000

**SUMMARY:** The District is always looking for available opportunities to best leverage available grant funding to implement critical infrastructure projects. Staff is looking to expand the existing on-call grant support contract with Black and Veatch to support these efforts. Depending on the grant, applications can be complex, technical, and sometimes have a very short turnaround time between the solicitation and application due date. For the past year, the District has been working with Black and Veatch for grant application development support and has found the team to be very responsive, knowledgeable, and able to meet the short deadlines. Staff is recommending the existing grant support contract be expanded and extended in order to allow the District to continue its current workload while at the same time continuing to take advantage of these funding opportunities as they become available.

**DISCUSSION:** The District currently has \$33,000,000 in grant applications submitted and under review and is continuously looking for ways to best leverage available grant funding to implement critical infrastructure projects. Depending on the grant, applications can be complex, technical, and sometimes have a very short turnaround time between the solicitation and application date.

In October 2023, the District executed a professional services agreement with Black and Veatch for grant application development support, primarily for FEMA Building Resilient Infrastructure and Communities (BRIC) and Hazard Mitigation Grant Program (HMGP) applications for the San Geronimo Treatment Plant (SGTP) Clarifier Replacement Project. The original agreement was to only last two months and cover the costs of the initial application support. The FEMA BRIC grant was submitted in December 2023 and in February 2024 the District was notified the application was advanced to FEMA

review. This meant that the SGTP clarifier project was recommended by CalOES out of all the projects submitted, and was the first District application to advance this far. To cover additional costs for supplemental Requests for Information requested by FEMA, the District executed a no cost Amendment No. 1 to extend the Black and Veatch agreement to March 2024. The application was still under active FEMA review at the end of March 2024, at which time the District executed Amendment No. 2 to extend the contract completion date to December 2025 and increase contract funding to a total of \$95,000 for continued grant support. The clarifier project was not ultimately selected by FEMA; however, CalOES recommend the project pivot to the open FEMA HMGP grant. Currently, the project is once again under CalOES review, with notification anticipated in early 2025 as to whether the project is selected to move to FEMA review.

Staff has found the Black and Veatch team to be very responsive, knowledgeable, and able to meet the short deadlines that often exist for competitive grant applications. While District staff is capable of completing grant applications, the turnaround time between the solicitation and the application deadline can be very short, greatly impacting current staff workloads. In order to meet these deadlines and continue to pursue all available and applicable grants, staff is requesting assistance in the form of expanding the District’s current on-call grant support contract, as the contract is approaching its not-to-exceed limit.

These additional services will also provide support for the Department of Water Resources Dam Safety and Climate Local Assistance Program. This solicitation came out in late September 2024, with an application due date of October 21, 2024. The District is electing to submit two grant applications for this program, both regarding future dam safety related projects. The October 15, 2024 Board meeting reviewed the Local Public Agency Authorizing Resolution for these applications.

Staff is requesting to extend the completion date for the contract as well as expand the scope of services to include general on-call grant application development for critical infrastructure projects, increasing the budget by \$205,000 from the current not to exceed amount of \$95,000 and a new total not to exceed amount of \$300,000.

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** Funding for this contract is identified in the adopted Capital budget for Fiscal Year 2024 and 2025 under the A1A16 Program Management fund center.

**ATTACHMENT(S):** None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 <hr/> <b>Alex Anaya</b> <b>Engineering Director</b>	 <hr/> <b>Ben Horenstein</b> <b>General Manager</b>