



COMMISSION STAFF REPORT

MEETING DATE: November 21, 2023

ITEM TITLE, PRESENTER: Consideration and Approval of Contract for Septic Inspections with Jones & Demille, presented by Grant Sunada, Public Health Director

RECOMMENDATION: Approve

SUMMARY

On November 10, 2023, San Juan County issued a Request for Proposals aiming to contract with licensed Environmental Health Scientist(s) to provide supplemental support for San Juan Public Health (SJPH) to fulfill state Environmental Health requirements while SJPH staff are on Family and Medical Leave. Due to the pressing need for wastewater/septic inspections before winter weather arrives and because Jones & Demille is qualified to fulfill the contract, San Juan Public Health recommends that we accept the only proposal received thus far.

The purpose of this contract is allow Jones & Demille Engineering (JDE) Environmental Health Scientists to. This contract includes the following activities to be completed by Jones & Demille:

- Review septic design submittals and applications for San Juan County
- Make recommendations for approval or correction/rejection
- Installation inspections as required by San Juan County
- Record keeping and as-builts as required by San Juan County
- Coordination with San Juan County
- Site inspections will be completed by JDE's local Construction Engineering Technicians under the direction of a remote Utah Level 3 Certified Professional

HISTORY/PAST ACTION

This is a new contract for this purpose, but San Juan County has previously contracted with Jones & Demille for other services.

FISCAL IMPACT

San Juan Public Health agrees to pay in accordance with attached hourly rates with an estimated fee of \$5,000. JDE reserves the right to adjust billing rates based on market conditions and rate adjustments. Services beyond the scope outlined above will be based on hourly rates.