



# County of Santa Cruz

## DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 95060-4070  
(831) 454-2160 FAX (831) 454-2385 TDD (831) 454-2123

THOMAS L. BOLICH  
DIRECTOR OF PUBLIC WORKS

### AGENDA: JUNE 25, 2002

June 13, 2002

#### SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street  
Santa Cruz, California 95060

SUBJECT: PROJECT DEVELOPMENT SERVICES FOR THE DEPARTMENT OF PUBLIC WORKS - AMENDMENT TO AGREEMENT, MONICA BURKE CONSULTING

#### Members of the Board:

On January 15, 2002, the Board of Supervisors approved an amendment to agreement with Monica Burke Consulting (MBC) to develop projects for submission of a Proposition 13 grant. The Proposition 13 grant application was filed with the State Water Resources Control Board on June 6, 2002. Additional coordination work as well as developing stormwater pollution prevention projects will be necessary in the upcoming months.

The contract with MBC will end on June 30, 2002. Public Works is also exploring other sources of funding to finance ongoing water quality related issues. MBC has been advising Public Works on possible sources, such as Proposition 40 funds.

Additional services are needed to develop project submittals for a new Northern and Coastal Water Bond Initiative in the coming year. Development of a regional program of high priority projects related to water supply, sanitation, fisheries, water reuse, flood control, nonpoint source pollution prevention and wetlands is currently in progress. MBC has contributed to development of these projects and additional work will be necessary.

Therefore, we are requesting your Board's approval to amend the agreement with MBC to extend the term, increase the scope of services, and increase the contract by \$20,000 at a new hourly rate for a not-to-exceed amount of \$71,815 per the attached proposal. Funding for this additional work is available in Public Works' Internal Service Fund budget.

It is therefore recommended that the Board of Supervisors take the following action:

1. Approve the amendment to agreement with Monica Burke Consulting increasing the contract by \$20,000 for a not-to-exceed amount of \$71,815.
2. Authorize the Director of Public Works to sign the agreement on behalf of the County.

Yours truly,

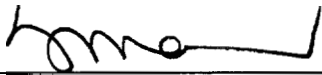


THOMAS L. BOLICH  
Director of Public Works

RJF:ma

Attachments

RECOMMENDED FOR APPROVAL:



County Administrative Officer

Copy to: Monica Burke Consulting  
Public Works

**AMENDMENT TO AGREEMENT**

The parties hereto agree to amend Contract Number 12682 , dated January 16, 2002, by and between the COUNTY OF SANTA CRUZ and MONICA BURKE CONSULTING SERVICES, for projects development and grant writing services for the Department of Public Works, by expanding the scope of work per the attached proposal dated June 6, 2002, extending the term of the contract to June 30, 2003, and increasing the contract amount by \$20,000.00 for a contract total not to exceed \$71,815.00 per the attached proposal. New services will be charged at the new rate.

All other provisions of said contract shall remain the same.

DATED: \_\_\_\_\_  
 COUNTY OF SANTA CRUZ  
 DEPARTMENT OF PUBLIC WORKS

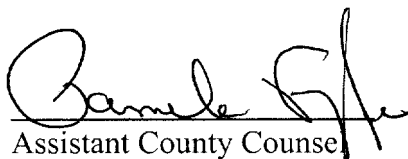
\_\_\_\_\_  
 DIRECTOR OF PUBLIC WORKS

CONTRACTOR:

BY: Monica Burke

ADDRESS: 99 Pacific Street, 200A  
 Monterey, Ca 93940  
 TELEPHONE: (831) 644-9592  
 FAX: (831) 644-9592  
 E-MAIL: monicab@sbcglobal.net

Approved as to form:

  
 Assistant County Counsel

DISTRIBUTION: Auditor-Controller  
 Public Works  
 Contractor

RJF:RJF

WTRBRD.wpd

AMNDAGRE.DOC/

**Monica Burke**  
**99 Pacific Street, #200A**  
**Monterey, CA 93940**  
**(831) 644-9592**  
**Tax ID # 264-06-8551**

**June 6, 2002**

**Proposal to County of Santa Cruz Department of Public Works  
 For Project Development and Grantwriting Services**

**Background**

The County of Santa Cruz Public Works department submitted a proposal to SWRCB on June 6, for a Proposition 13 grant to fund NPDES Phase II related projects. The department also has an opportunity to develop and submit projects for funding through an upcoming water bond, which is being coordinated through the Northern and Coastal Counties Coalition. Additional new funding will become available through several avenues from Proposition 40 in 2002 and 2003. The department will submit projects for Prop 40 consideration. As information on distributions and allocations becomes available, some follow-up may be required.

**Scope of Work**

Working closely with you, I will:

Prepare Department of Public Works project worksheets for submission to the Water Bond Coalition and represent those projects at coordinating meetings when appropriate. I will report results to Public Works, make recommendations for action, and do any necessary follow-up.

Prepare Proposition 40 worksheets for Public Works projects and do any necessary follow-up to make projects more competitive for Prop 40 funding. I will keep the department informed as the Prop 40 grant program develops.

Respond to requests from the Department for continued development of stormwater pollution reduction projects related to NPDES Phase II permit and the Proposition 13 grant.

Report findings regularly, and be available to respond to general coordination needs relative to funding.

All work will be done at the direction of Rachel Fatoohi on a schedule to which we mutually agree, at a rate of \$112 per hour, not to exceed \$20,000.

I am grateful for the opportunity to assist the Department with these projects, and will give every effort to make them successful. Please call me at (831) 644-9592 if you have any questions.

**Sincerely,**  
**Monica Burke** /s/ Monica Burke

# **COUNTY OF SANTA CRUZ REQUEST FOR APPROVAL OF AGREEMENT**

TO: **Board of Supervisors**  
County Administrative Office  
Auditor Controller

FROM: PUBLIC WORKS (Department)

BY:

(Signature)

(Date)

Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One)

Expenditure Agreement ☒

Revenue Agreement ☐

The **Board of Supervisors** is hereby requested to approve the attached agreement and authorize the execution of same.

1. Said agreement is between the COUNTY OF SANTA CRUZ (Department/Agency)  
MONICA BURKE CONSULTING  
and 99 Pacific Street #200-A, Monterey, CA 93940 (Name/Address)

2. The agreement will provide- projects development and grant writing services.

3. Period of the agreement is from Board Approval to June 30, 2003  
increase

4. Anticipated cost is \$ 20,000 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☐ Not to Exceed

Remarks: See Attached

5. Detail: ☐ On Continuing Agreements List for FY        . Page CC-        Contract No:        OR ☐ 1<sup>st</sup> Time Agreement

- ☐ Section II No Board letter required, will be listed under Item 8  
☐ Section III Board letter required  
☐ Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in See Attached (Index)        (Sub object)

**NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60**

Appropriations are available and have been encumbered.  
are not will be

Contract No: 12682 - 05

By:

Auditor-Controller Deputy

Date: 06/12/02

Proposal and accounting detail reviewed and approved. It is recommended that the **Board of Supervisors** approve the agreement and authorize

Director of Public Works (Dept/Agency Head) to execute on behalf of the Department of

Public Works (Department/Agency)

Date: 6/16/02

RJF:bbs

By:

County Administrative Office

Distribution:

**Board of Supervisors - White**  
Auditor Controller - Canary  
Auditor-Controller - Pink  
Department - Gold

State of California  
County of Santa Cruz

**I**        ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,  
State of California, do hereby certify that the foregoing request for approval of agreement was ap-  
proved by said Board of Supervisors as recommended by the County Administrative Office by an  
order duly entered in the minutes of said Board on        20      

ADM - 29 (8/01)  
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO	\$	Document No.	JE Amount	Lines	H/TL	Keyed By	Date
TC110	\$						
		Auditor Description		Amount	Index	Sub object	User Code

51

			<u>CONTRACT</u>	<u>OH - 7%</u>	<u>TOTAL</u>
-01	SC FLOOD ZONE	6223651262141366513590	31,091.00	2,176.37	33,267.37
-02	PSDMD	6222451248321366513590	11,380.00	796.60	12,176.60
-03	SC FLOOD ZONE	6223751263081366513590	4,672.00	327.04	4,999.04
-04	SC FLOOD ZONE	6223601261111366516610	4,672.00	327.04	4,999.04
-05	DPW ISF	6010001600111366515862	20,000.00	N/A	20,000.00
TOTAL			71,815.00	3,627.05	75,442.05

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