

CENTRAL BASIN MUNICIPAL WATER DISTRICT

MAY 22, 2006 - Board Meeting

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Approved by: Art Aguilar

ACTION CALENDAR

EXTENSION OF GRANT APPLICATION SERVICES CONTRACT

SUMMARY:

In December 2005, the Board approved a contract for grant application preparation services with Bookman-Edmonston to assist the District in securing Proposition 50 funds. The contract was approved under the Co-General Manager's authority for two and a half months through February 28, 2006, with a not-to-exceed amount of \$25,000.

In January 2006, a contract term extension request was submitted because only \$5,606 of the budgeted amount was spent. However, the request never made it to Committee or the Board, and the contract expired with a remaining balance of \$19,394.

According to the District's policy, the General Manager has the authority to extend the term of the contract if there are remaining funds as long as the contract has not expired. Since this contract has expired, staff is recommending that the Board extend the term of the contract to utilize the remaining funds for future grant application services.

In April 2006, the Board approved entering into a two-year contract with Bookman-Edmonston for grant application tracking and preparation services with a not-to-exceed amount of \$75,000. The consultant would be responsible for monthly tracking of grant opportunities and working with the District, as well as its customer agencies to secure funding. The \$19,394, if approved for contract extension, would supplement the consultant's effort in identifying grants and preparing applications.

FISCAL IMPACTS:

None. The contract amount was approved and budgeted.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was not reviewed by a Committee.

RECOMMENDED MOTION:

That the Board authorizes the General Manager to extend the term of the contract with Bookman-Edmonston for one-year with a not-to-exceed amount of \$19,394.