



Local Agency Formation Commission
LAFCO of Napa County

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February 4, 2008
Agenda Item No. 5b

January 22, 2008

TO: Local Agency Formation Commission

FROM: Keene Simonds, Executive Officer

SUBJECT: Amendment to Professional Services Agreement with Baracco and Associates (Consent: Action)

The Commission will consider amending its agreement for staff support services with Baracco and Associates to extend the term to May 31, 2008. No change is proposed for the financial component of the agreement.

On September 14, 2007, the Local Agency Formation Commission (LAFCO) of Napa County entered into a professional services agreement with Baracco and Associates. The agreement is for planning and support services relating to the preparation of three municipal service reviews. The financial term of the agreement is for a not-to-exceed amount of \$18,500 with an end-date of January 31, 2008.

In preparing the contract, staff anticipated that the final reports for all three municipal service reviews would be delivered by the February 4, 2008 meeting. However, due to unexpected delays in data collection, it is now anticipated that the final reports will be delivered to LAFCO at its April 7, 2008 and May 5, 2008 meetings. As a result, LAFCO and Baracco and Associates staff would like to extend the term of the agreement by four months to May 31, 2008. The proposed extension will allow for the delivery of the final reports covered by the agreement and provide for some additional follow-up. No increase in the dollar amount of the agreement is proposed.

Recommendation

It is recommended for the Commission to take the following action:

- 1) Approve the attached First Amendment to the LAFCO Professional Services Agreement No. 07-01, extending the term to May 31, 2008.

Respectfully submitted,

Keene Simonds
Executive Officer

Attachments:

- ~~1. LAFCO Professional Services Agreement No. 07-01 – First Amendment~~
- ~~2. LAFCO Professional Services Agreement No. 07-01~~

Jack Gingles, Commissioner
Mayor, City of Calistoga

Juliana Inman, Commissioner
Councilmember, City of Napa

Cindy Coffey, Alternate Commissioner
Councilmember, City of American Canyon

Brad Wagenknecht, Chair
County of Napa Supervisor, 1st District

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County of Napa Supervisor, 2nd District

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Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer