

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.G.**

FROM: Jerry Gruber, General Manager
Bob Gresens, District Engineer

Meeting Date: April 19, 2018

Subject: CONSIDERATION TO APPROVE
AMENDMENT TO AGREEMENT FOR
CONSULTANT SERVICES WITH
CAROLYN WINFREY

RECOMMENDATIONS:

Staff recommends that the Board of Directors approve the attached Amendment to the Agreement for Consultant Services with Carolyn Winfrey (the "Amendment"), extending the term until July 31, 2018.

FISCAL IMPACT:

The Amendment provides for a not-to-exceed amount of \$10,000.

DISCUSSION:

Carolyn Winfrey had previously worked for the District as the Engineering Assistant/Permit Compliance Specialist and was responsible for managing Title 22 and Title 27 monitoring and reporting requirements for the Sustainable Water Facility. She left the CCSD in January 2018, having accepted a position in Colorado. As was reported to the Board in the January General Manager's Report, Carolyn had agreed to work under an Agreement for Consultant Services (the "Agreement") on the District's RWQCB reporting for a period of three months, while new staff was trained.

The District has since hired a new Engineering Assistant/Permit Compliance Specialist, Melissa Bland, and is in the process of transitioning her into doing the required Title 22 and Title 27 reports in-house; however, Ms. Winfrey's services are still needed to provide back-up assistance to assure compliance with these important monitoring and reporting requirements. Accordingly, staff requests that the Board of Directors approve the Amendment to extend the term of the Agreement until July 31, 2018. The Amendment provides for a not-to-exceed amount of \$10,000. The original Agreement also provided for an increase in Ms. Winfrey's fees for any work performed after April 15, 2018, but she has agreed to keep the original rates of \$135 per hour for remote work, and \$185 per hour for in-person work, in effect for the remaining term.

Attachment: Amendment to Agreement for Consultant Services

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ BAHRINGER ___ FARMER ___ WHARTON ___ PIERSON ___