



Camarillo City Council

Camarillo Sanitary District

AGENDA REPORT

Date: August 24, 2022

To: Honorable Mayor and City Councilmembers
Honorable Chair and Members of the Board

From: Greg Ramirez, City Manager/District Manager

Submitted by: Mark Uribe, Finance Director

Subject: Water and Wastewater Financial Plan Update – Ninth Amendment
to Agreement with Raftelis

BACKGROUND

The City of Camarillo (Council) and Camarillo Sanitary District (CSD Board) each contracted with Raftelis Financial Consultants, Inc. (RFC) for a formal water and wastewater study on May 13, 2015, following a Request for Proposal process. The City typically contracts with a consultant possessing expertise in rate setting to conduct a thorough analysis of the existing rates and make recommendations according to generally accepted standards.

DISCUSSION

The current Contract executed with RFC includes a provision for the City/District and Consultant to request additional services, if deemed necessary. Attachment No. 1 is a proposed Ninth Amendment to the Agreement for Professional Services between the City of Camarillo and the Camarillo Sanitary District with Raftelis Financial Consultants, Inc. in the amount of \$106,004 for the work related to the 2022 Financial Plan Update.

The scope of work includes the cost to provide the financial plan and rate studies update, and completion of the capacity fee studies which began last year. In addition to the plan update, the scope includes several optional components: the evaluation and development of drought rates, enhanced public outreach and communication consulting services, and updates to administrative, non-rate fees related to Water and Sewer activities.

The anticipated complexity of the 2022 update has also been expanded to include additional meetings and analysis.

The City is recommending an amendment to the Agreement for Professional Services with Raftelis Financial Consultants, Inc. to update the Water and Wastewater Financial Plan.

FISCAL IMPACT

Funds for the Water and Wastewater Plan update are included in the Water Utility Fund budget, Account No. 860-3601-436.32-01 and CSD Operating Fund budget, Account No. 871-3701-437.32-01.

RECOMMENDATION

Authorize the City/District Manager to sign the Ninth Amendment to Agreement in the amount of \$106,004 for Professional Services with Raftelis Financial Consultant to conduct a Water and Wastewater Financial Plan Update for the City of Camarillo and the Camarillo Sanitary District.

ATTACHMENTS

1. Ninth Amendment to Agreement for Professional Services with Raftelis
2. Exhibit to Amendment for Raftelis Scope of Services

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None