

November 21, 2019

## **MEMO TO THE MGA BOARD OF DIRECTORS**

Subject: Agenda Item 6.2

Title: Approve Montgomery & Associates, Inc. Contract No. 2017-4  
Amendment 4

Attachments:

1. Proposed Contract No. 2017-4 Amendment 4

Santa Cruz Mid-County Groundwater Agency (MGA) entered into Contract No. 2017-4 (Contract) with HydroMetrics Water Resources, Inc. (HMWRI) for technical support in the development of the Groundwater Sustainability Plan (GSP). The term of the contract is through January 31, 2020.

On July 19, 2018, after Errol L. Montgomery & Associates, Inc. (Montgomery & Associates) acquired HMWRI, the MGA Board approved Amendment 1 to assign the contract and associated work to Montgomery & Associates. On March 21, 2019, the Board approved Amendment 2 to incorporate DWR grant conditions into the contract.

On July 18, 2019, the MGA Board approved Amendment 3, authorizing the general manager to approve additional payments of up to \$40,000 for work not included under the original scope of work. The scope of work in the original contract did not provide for adding and/or revising the GSP in response to comments. At that meeting, a Board member asked if \$40,000 would be sufficient to address the public comments and GSP revisions. Staff responded that while the amount of additional work required was then unknown, the funds authorized by Amendment 3 would enable Montgomery & Associates to begin to address comments and, if necessary, would return to the Board with an additional funding request.

The public comments on the Draft GSP, particularly those from resource agencies and non-governmental organizations, were technical in nature and required support from Montgomery and Associates to address. The level of support from required has been greater than anticipated to revise the draft GSP in response to public comments. Staff recommends approving an additional \$29,000 under a modified scope of work. Montgomery and Associates affirms that the tasks set out in the modified scope of work will be completed within the contract term.

The modified scope of work includes the following tasks:

- Expand GSP surface water budget content in response to comments
- Assist with addressing comments relating to sustainability management criteria
- Advise MGA on efficiently completing the online GSP submittal process
- Assist MGA with letters responding to comments
- Prepare Excel templates for the uploading to DWR's online GSP Portal

Recommended Board Action:

1. By MOTION, approve the General Manager of the Soquel Creek Water District to authorize the final scope of work for Amendment 4, execute Contract No. 2017-4 Amendment 4 based upon the approved scope of work, and issue Purchase Order(s) Not to Exceed a total amount of \$29,000.

By



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Tim Carson  
Program Director  
Regional Water Management Foundation



*Groundwater is a vital resource, together let's protect it.*

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## **Contract No. 2017-04 – AMENDMENT 4**

### **MODIFICATIONS TO SCOPE AND BUDGET**

This contract between the Santa Cruz Mid-County Groundwater Agency (MGA) and Errol L. Montgomery & Associates, Inc. (Montgomery & Associates) is amended to increase the budget by \$29,000.

The modified scope of work includes the following tasks:

- Expand GSP surface water budget sections in response to comments
- Assist with addressing comments relating to sustainability management criteria
- Advise MGA staff on efficient approach to DWR online submittal process
- Assist MGA with letters responding to comments
- Prepare Excel templates for the uploading to DWR Online GSP Portal

**MONTGOMERY & ASSOCIATES**

**SANTA CRUZ MID-COUNTY  
GROUNDWATER AGENCY**

By: \_\_\_\_\_  
Signed

By: \_\_\_\_\_  
Signed

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Printed

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Printed

Company Name: MONTGOMERY & ASSOCIATES  
Address: 1814 Franklin Street, Suite 501, Oakland, CA 94612  
Telephone: 510-903-0468  
Contact: Cameron Tana  
Email: ctana@elmontgomery.com

APPROVED AS TO FORM:

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Counsel to MGA

DISTRIBUTION: *Contractor*