



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 6/4/2024

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Ryan Pedrotti 707-521-6209
Vote Requirement: Majority
Supervisorial District(s): Countywide

Title:

Bus Transportation Services for Water Education Program

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute the First Amended and Restated Agreement for Bus Transportation Services for the Water Education Program with West County Transportation Agency, in a form approved by County Counsel. The amended agreement increases the amount by \$41,800 and extends the agreement term by one year for a new not-to-exceed agreement total of \$191,800 and term end date of June 30, 2025.

Executive Summary:

This item requests authorization for Sonoma County Water Agency's (Sonoma Water) General Manager to execute an amended agreement with West County Transportation Agency (Service Provider) for bus services to transport students from selected Sonoma County and northern Marin County schools to various field trip sites in support of the Water Education Program.

Discussion:

HISTORY OF ITEM/BACKGROUND

The Water Education Program (Program) is a comprehensive approach to helping educators teach students the value of water as an important natural resource. The Program promotes water conservation and stewardship of our local watersheds. Students are encouraged to use water wisely and make environmentally sustainable choices to help secure a reliable source of freshwater now and in the future. The Program service area covers over 200 schools throughout Sonoma and northern Marin counties.

Sonoma Water requires Service Provider's experience, personnel, and equipment to provide bus transportation for the Program. Students will be bused from selected Sonoma County and northern Marin County schools to the Russian River Field Study sites at Sonoma Water's Mirabel and Wohler facilities in Forestville, Jenner, Lake Sonoma and Warm Springs Dams, Sonoma Valley Wastewater Treatment Plant, and Hudeman Slough at the Napa-Sonoma Marsh as part of the Program.

Sonoma Water and Service Provider first entered into an agreement for bus transportation services, dated July 1, 2021, in the amount of \$150,000, June 30, 2024.

SELECTION PROCESS

Agenda Date: 6/4/2024

On May 7, 2020, Sonoma Water issued a Request for Statements of Qualifications (RFQ) for bus transportation for students from selected schools in Sonoma and Marin counties to the Russian River field study sites at Sonoma Water’s Mirabel and Wohler facilities in Forestville, Lake Sonoma and Warm Springs Dam, Sonoma Water Rockpile Road field study site in Geyserville and Jenner, as part of the Headwaters2Ocean Education Program. No statements of qualification were received for this RFQ. Attached is a memo that explains the previous competitive selection process.

Service Provider was contacted to perform the work based on the success of prior work that Service Provider has provided to Sonoma Water.

SERVICES TO BE PERFORMED

Under the amended agreement, Service Provider will continue to provide bus transportation services for elementary, middle, and high school students to support the Program.

The additional cost is \$41,800, for a new not-to-exceed agreement total of \$191,800. The new term end date is June 30, 2025.

The amended agreement includes authorization for the General Manager to make changes to lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the agreement, in a form approved by County Counsel.

Under the amended agreement, the General Manager shall have the ability to extend the term of the agreement for two additional years by providing written notice to Service Provider thirty days in advance of the expiration date. The extension shall be formalized in an amended agreement or amendment signed by Sonoma Water and Service Provider.

County of Sonoma Strategic Plan

N/A

Sonoma Water Strategic Plan Alignment

Goal: Community Engagement

Strategy: Focus public outreach and engagement to increase understanding of Sonoma Water’s needs and challenges for infrastructure investments

Action: Continue to educate students and the public on topics that affect our water supply, flood control, and wastewater systems.

Providing bus transportation services for student field visits allows Sonoma Water to engage and educate students hands-on related to topics that affect Sonoma County’s water supply, flood control, and wastewater systems.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

9/9/2014: Approved agreement between Sonoma Water and West County Transportation Authority for student transportation for the water education program. Cost \$112,800; term end June 30,2017.

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses		\$41,800	
Additional Appropriation Requested			
Total Expenditures		\$41,800	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other		\$41,800	
Use of Fund Balance			
General Fund Contingencies			
Total Sources		\$41,800	

Narrative Explanation of Fiscal Impacts:

FY 2024/2025 appropriations for the Water Conservation fund will be budgeted in that fiscal year.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Draft Amended Agreement with West County Transportation Agency

Attachment 2: Competitive Selection Process Memo

Related Items "On File" with the Clerk of the Board:

None