



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 6/18/2024

* = Mandatory, information must be provided

or Procurement Director Award:

***Contractor/Vendor Name/Grantor (DBA):**

Metropolitan Domestic Water Improvement District

***Project Title/Description:**

Intergovernmental Agreement (IGA) between Pima County and the Metropolitan Domestic Water Improvement District (District) for wastewater billing and collection services.

***Purpose:**

Amendment 4. The contract purpose is to exchange water use data to support Pima County's sewerage user fee system and to compensate the Metropolitan Domestic Water Improvement District for providing the data and billing County customers for sewerage system user fees. The amendment (04) extends the contract for one additional year and increases the amount charged by Metropolitan Domestic Water Improvement District to County for continuing services and to account for potential expenses related to request-based costs or reports. Administering Department: Regional Wastewater Reclamation.

***Procurement Method:**

This IGA is a non-Procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

The Metropolitan Domestic Water Improvement District will collect water data information for its constituents in order to facilitate accurate sewer billing and collection services on behalf of Pima County.

***Public Benefit:**

To ensure accurate sewer billing and collection services in accordance with Pima County Code.

***Metrics Available to Measure Performance:**

Invoices to be issued on a monthly basis for billing and collection services rendered. Funds to be remitted to County within thirty (30) calendar days following close of each monthly billing cycle. Monthly reporting as defined under Scope of Services.

***Retroactive:**

No.

TO: COB, 6-3-2024 (1)
Vers.: 18
pgs.: 3

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THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
 Expense Amount \$ _____ * Revenue Amount: \$ _____

*Funding Source(s) required: _____

Funding from General Fund? Yes No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? Yes No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? Yes No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? Yes No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: CT Department Code: WW Contract Number (i.e., 15-123): 20*306
Amendment No.: 4 AMS Version No.: 18
Commencement Date: 7/1/2024 New Termination Date: 6/30/2025
Prior Contract No. (Synergen/CMS): _____

Expense Revenue Increase Decrease
Amount This Amendment: \$ 533,000.00

Is there revenue included? Yes No If Yes \$ _____

*Funding Source(s) required: **RWRD Enterprise Fund**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Amendment Number: _____
 Match Amount: \$ _____ Revenue Amount: \$ _____

*All Funding Source(s) required: _____

*Match funding from General Fund? Yes No If Yes \$ _____ % _____

*Match funding from other sources? Yes No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Jenette G. Lee

Department: Regional Wastewater Reclamation Department


Telephone: 520-724-6235

Department Director Signature:  Jenette G. Lee for Jackson Leung

Date: 29 May 2024

Deputy County Administrator Signature: 

Date: 5/31/2024

County Administrator Signature: 

Date: 6/1/2024

Pima County Department of Regional Wastewater Reclamation

Project: Wastewater Billing and Collection Services

Contractor: Metropolitan Domestic Water Improvement District

Contract No.: CT-WW-20-306

Contract Amendment No.: Four (04)

Orig. Contract Term: 07/01/2020 - 06/30/2021	Orig. Amount:	\$480,000.00
Termination Date Prior Amendment: 06/30/2024	Prior Amendments Amount:	\$1,452,800.00
Termination Date This Amendment: 06/30/2025	This Amendment Amount:	\$533,000.00
	Revised Total Amount:	\$2,465,800.00

INTERGOVERNMENTAL AGREEMENT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On July 1, 2020, Pima County ("County") and the Metropolitan Domestic Water Improvement District ("District") entered into the above referenced Intergovernmental Agreement to provide billing and collection services for County wastewater service customers who are also District's water service customers. Amendment 3 of the Intergovernmental Agreement, which went into effect July 1, 2023, included a revised Scope of Service to account for potential expenses related to request-based costs or reports provided to the County by the District.

1.2. Purpose. County and District have determined that it is in their best interests to extend the term of the Agreement for one year and to increase the amount charged by District to County for continuing services and to account for potential expenses related to request-based costs or reports.

2. Term. County is exercising the fourth extension option to renew the contract for one additional year commencing on July 1, 2024 and terminating on June 30, 2025. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Maximum Payment Amount. County and District agree to maintain the monthly administration and billing fee at \$2.00 per customer. The maximum amount County will spend under this Agreement, as set forth in Section C (1), is increased by \$533,000.00 for continuing services and potential costs associated with the revised Scope of Services as approved in Amendment 3. County's total payments to District under this Agreement, including any sales taxes, will not exceed \$2,465,800.00.

4. **Counterparts.** This agreement may be executed in counterparts, each of which when fully executed and delivered will constitute a duplicate original. All counterparts together shall constitute a single agreement.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY:

**METROPOLITAN DOMESTIC WATER
IMPROVEMENT DISTRICT:**

Chair, Board of Supervisors

Chair, Board of Directors

ATTEST

ATTEST

Clerk of the Board

Clerk of the Board

Date

Date

APPROVAL AS TO CONTENT:

Denise Willis

Director, Regional Wastewater Reclamation

Metropolitan Domestic Water Improvement District

29 Mar 2024
Date

Date

J. Moulton

Director, Finance

5/30/24
Date

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement Amendment between Pima County and the Metropolitan Domestic Water Improvement District has been reviewed by the undersigned, each of whom has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the party he or she represents.

PIMA COUNTY:

**METROPOLITAN DOMESTIC WATER
IMPROVEMENT DISTRICT:**

Cindy Nguyen

Cindy Nguyen, Deputy County Attorney

Lewis, Roca, Rothgerber, Christie LLP Partner

4. **Counterparts.** This agreement may be executed in counterparts, each of which when fully executed and delivered will constitute a duplicate original. All counterparts together shall constitute a single agreement.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY:

Chair, Board of Supervisors

ATTEST

Clerk of the Board

Date

APPROVAL AS TO CONTENT:

Director, Regional Wastewater Reclamation

Date

Director, Finance

Date

**METROPOLITAN DOMESTIC WATER
IMPROVEMENT DISTRICT:**

Chair, Board of Directors

ATTEST

Clerk of the Board

05/13/2024

Date

Metropolitan Domestic Water Improvement District

05/13/2024

Date

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement Amendment between Pima County and the Metropolitan Domestic Water Improvement District has been reviewed by the undersigned, each of whom has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the party he or she represents.

PIMA COUNTY:

Cindy Nguyen, Deputy County Attorney

**METROPOLITAN DOMESTIC WATER
IMPROVEMENT DISTRICT:**

Lewis, Roca, Rothgerber, Christie LLP Partner