

# COB - BOSAIR FORM

11/04/2025 7:34 AM (MST)

Submitted by Jenette.Lee@pima.gov



## BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

**\*All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.\***

Record Number: P0 WW CT\_2100000000000000224

**Award Type:** Contract

**Is a Board Meeting Date Requested?** Yes

**Requested Board Meeting Date:** 12/02/2025

**Signature Only:**

NO

**Procurement Director Award / Delegated Award:** • N/A

**Supplier / Customer / Grantor / Subrecipient:** Town of Marana

**Project Title / Description:** Intergovernmental Agreement (IGA) between Pima County and the Town of Marana (Town) for wastewater billing and collection services.

**Purpose:** Amendment 4. The contract purposes to exchange water use data to support Pima County's sewerage user fee system and to compensate the Town of Marana 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 the Town of Marana from \$2.09/customer/month to \$2.11/customer/month for continuing services and to account for potential expenses related to potential growth of the Town. The maximum amount County will spend under the IGA is increased by \$107,800.00 such that total payments to Town will not exceed \$654,800.00 during the term of the agreement. Administering Department: Regional Wastewater Reclamation

**Procurement Method:** IGAs: This IGA is a non Procurement contract and not subject to Procurement rules.

**Procurement Method Additional Info:** N/A

**Program Goals/Predicted Outcomes:** The Town of Marana 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 and Impact:** To ensure accurate sewer billing and collection services in accordance with Pima County Code.

**Budget Pillar** • Critical infrastructure & economic growth

TO: COB, 11/19/25 (2)

VERSION: 4

PAGES: 2

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Support of Prosperity Initiative: • N/A

Provide information that explains how this activity supports the selected Prosperity Initiatives N/A

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: YES

Retroactive Description: Contract was not approved by Town of Marana until October 27, 2025, and the signed/stamped copy was received by Pima County Regional Wastewater Reclamation Department on November 3, 2025. The late return from the Town prevented submission for inclusion in the November 18, 2025, BOS agenda.

Amendment / Revised Award Information

Record Number: PO WW CT\_2100000000000000224

Document Type: PO  
Department Code: WW  
Contract Number: CT\_2100000000000000224  
Amendment Number: 4  
Commencement Date: 12/01/2025  
Termination Date: 11/30/2026

Is the Termination Date new? YES

Classification: Expense  
Adjust Level: Increase  
Prior Contract Number (If Applicable): CT\_2100000000000000224

Amount This Amendment:  
\$107,800.00

Funding Source(s) required: RWRD Enterprise Fund

Funding from General Fund? NO

Contract is fully or partially funded with Federal Funds? NO

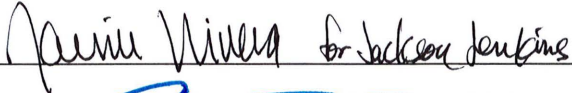
Department: Regional Wastewater Reclamation Department


Name: Jenette Lee

Telephone: (520) 724-6500

Add GMI Department Signatures

No

Department Director Signature:  Date: 12 Nov 25

Deputy County Administrator Signature:  Date: 11/14/2025

County Administrator Signature:  Date: 11/17/2025

**Pima County Department of Regional Wastewater Reclamation**

**Project: Billing and Collection Services**

**Contractor: Town of Marana**

**Contract No.: CT\_2100000000000000224 (fka CT-WW-21\*224)**

**Contract Amendment No.: 4**

<b>Orig. Contract Term:</b> 12/01/2020 – 11/30/2022	<b>Orig. Amount:</b>	\$130,000.00
<b>Termination Date Prior Amendment:</b> 11/30/2025	<b>Prior Amendments Amount:</b>	\$287,000.00
<b>Termination Date This Amendment:</b> 11/30/2026	<b>This Amendment Amount:</b>	\$107,800.00
	<b>Revised Total Amount:</b>	\$524,800.00

**INTERGOVERNMENTAL AGREEMENT AMENDMENT**

WHEREAS, Pima County ("County") and the Town of Marana ("Town") entered into an Intergovernmental Agreement ("IGA") on December 1, 2020 for services as referenced above; and

WHEREAS, County and Town, pursuant to Section 4, have agreed to extend the term of the IGA for the fourth of four one-year renewal periods, and

WHEREAS, County and Town have agreed to increase the total contract amount to allow County payment to Town for the continued provision of sewer billing and collection services to County during the extended term of the IGA.

NOW, THEREFORE, it is agreed as follows:

**1) Maximum Payment Amount.** Section 3 of the IGA is amended as follows:

- a) The County and Town agree to increase the monthly administration and billing fee, set forth in Section 3(a) and most recently amended in the Third Amendment, from \$2.09 to \$2.11 per customer per month for the purpose of reimbursing Town for the cost of billing and collection services.
- b) The maximum amount County will spend under this IGA, as set forth in Section 3(b), is increased by \$107,800.00. County's total payments to Town under this IGA, including any sales taxes, will not exceed \$524,800.00.

**2) Term.** County is exercising the fourth extension option to renew the contract for one additional year commencing on December 1, 2025, and terminating on November 30, 2026. 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. **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**

\_\_\_\_\_  
Rex Scott  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
Melissa Manriquez  
Clerk of the Board

\_\_\_\_\_  
Date

Approval as to Content for PCRWRD

\_\_\_\_\_  
*Danille Rivera for Jackson Jenkins*  
Jackson Jenkins, Director, RWRD

**TOWN OF MARANA**

\_\_\_\_\_  
Jon Post  
Mayor, Town of Marana

\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
*Debra Thompson for*  
Jill McCleary  
Town Clerk

\_\_\_\_\_  
Date

Approved as to Content for F&RMD

\_\_\_\_\_  
*Art Cuan*  
Director, F&RMD

**Intergovernmental Agreement Determination**

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

**PIMA COUNTY:**

\_\_\_\_\_  
*Bobby Yu*  
Bobby Yu, Deputy County Attorney

**TOWN OF MARANA:**

\_\_\_\_\_  
*Jane Fairall for*  
Jane Fairall, Town Attorney