



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: June 20, 2023

** = Mandatory, information must be provided*

or Procurement Director Award: ☐

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

Town of Oro Valley

***Project Title/Description:**

Intergovernmental Agreement (IGA) between Pima County & the Town of Oro Valley for wastewater billing & collection services.

***Purpose:**

To exchange water use data to support Pima County's sewerage user fee system & to compensate the Town of Oro Valley for providing the data & billing County customers for sewerage system user fees.

***Procurement Method:**

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

***Program Goals/Predicted Outcomes:**

The Town of Oro Valley will collect water data information for its constituents in order to facilitate accurate sewer billing & collection services on behalf of Pima County.

***Public Benefit:**

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

***Metrics Available to Measure Performance:**

Invoices to be issued on a monthly basis for billing & 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 the Scope of Services.

***Retroactive:**

No.

To CoB: 6/2/23
Ver: 8
Pg: 3 (2)

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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): 21*367

Amendment No.: 2 AMS Version No.: 8

Commencement Date: 07/01/23 New Termination Date: 06/30/2024

Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ 441,000.00

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: Veronica Lopez

Department: Regional Wastewater Reclamation Department

Telephone: 724-6561

Department Director Signature: _____ Date: 5/23/23

Deputy County Administrator Signature: _____ Date: 5/31/2023

County Administrator Signature: _____ Date: 6/1/2023

Pima County Department of Regional Wastewater Reclamation

Project: Wastewater Billing and Collection Services

Contractor: Town of Oro Valley

Contract No.: CT-WW-21-367

Contract Amendment No.: Two (2)

Orig. Contract Term: 07/01/2021 - 06/30/2022	Orig. Amount:	\$396,000.00
Termination Date Prior Amendment: 06/30/2023	Prior Amendments Amount:	\$435,600.00
Termination Date This Amendment: 06/30/2024	This Amendment Amount:	\$441,000.00
	Revised Total Amount:	\$1,272,600.00

INTERGOVERNMENTAL AGREEMENT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On July 1, 2021, County and the Town of Oro Valley ("Town") entered into the above referenced Intergovernmental Agreement to provide billing and collection services for County wastewater service customers who are also the Town's water service customers.

1.2. Purpose. The County and the Town have determined that it is their best interests to extend the term of the Intergovernmental Agreement for one year and to increase the amount charged by the Town to the County for continuing services.

2. Term. The County is exercising the second extension option to renew the contract for one additional year commencing on July 1, 2023 and terminating on June 30, 2024. 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. The County and the Town agree to increase the monthly administration and billing fee from \$1.65 to \$1.67 per customer. The maximum amount the County will spend under this Agreement, as set forth in Section 3, is increased by \$441,000.00. County's total payments to the Town under this Agreement, including any sales taxes, will not exceed \$1,272,600.00.

4. Scope of Services. The parties have revised the Scope of Services as described in the attached **Exhibit A** (1 page).

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 for Pima County:

Director, RWRD

5/23/23

Date

Director, Finance

5/24/23

Date

TOWN OF ORO VALLEY:

Peter A. Abraham, P.E.

Oro Valley Water Utility Director
Authority: Oro Valley

Resolution No. (R) 21-20

ATTEST

Town Clerk

May 19, 2023

Date

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement Amendment between Pima County and the Town of Oro Valley 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

TOWN OF ORO VALLEY:

Town Attorney

Exhibit A (1 Page)
Scope of Services
Commencement Date: July 1, 2023

FROM:

- H. Provide County with no less than four (4) read-only access licenses to the computerized customer billing system or data warehouse maintained by the Town.

TO:

- H. Provide County with no less than four (4) read-only access licenses to the computerized customer billing system or data warehouse maintained by the Town. These accounts will follow the Town's current computer security policy for access.