



**Contra
Costa
County**

To: Board of Supervisors

From: Jeff Carman, Chief, Contra Costa County Fire Protection District

Date: October 24, 2017

Subject: Contract Extension for Development Impact Fee and CFD Study

RECOMMENDATION(S):

Acting as the Governing Board of the Contra Costa County Fire Protection District:

1. APPROVE and AUTHORIZE the Fire Chief, or his designee, to execute a contract amendment with Willdan Financial Services to extend the term from October 31, 2017, to June 30, 2018, for a Development Impact Fee Study, with no change to the contract payment limit.

FISCAL IMPACT:

There is no change in the contract payment limit of \$46,000.

BACKGROUND:

The Contra Costa County Fire Protection District (District) executed a contract with Willdan Financial Services effective September 15, 2016, to conduct a Development Impact Fee Study and assist in updating existing development impact fees to reflect current fire facility costs and growth projections within the District. The original contract termination date was October 31, 2017. The contractor will not complete all of the services described in the contract service plan before the termination date. Extending the contract termination

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **10/24/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II
Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 24, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lewis Broschard, Deputy
Fire Chief (925) 941-3501

By: Stacey M. Boyd, Deputy

cc:

date to June 30, 2018, will allow time for the contractor to complete all of the services detailed in the contract service plan.

CONSEQUENCE OF NEGATIVE ACTION:

The contract will expire before the District receives a completed Development Impact Fee Study.