



**Contra
Costa
County**

To: Contra Costa County Flood Control District Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: May 7, 2019

Subject: On-Call Contract with Jennifer Krebs (dba Jennifer Krebs Environmental Planning), a Sole Proprietorship, Countywide. Project No.: Various

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District (FC District), or designee, to execute an on-call contract with Jennifer Krebs (dba Jennifer Krebs Environmental Planning), a Sole Proprietorship (Consultant), in an amount not to exceed \$300,000 to provide on-call program support and coordination services, for the period May 7, 2019 through May 7, 2022, Countywide.

FISCAL IMPACT:

All costs associated with this contract will not exceed \$300,000 and will be funded 100% by FC District Funds.

BACKGROUND:

The FC District foresees the immediate and long-term need for program support and coordination services. The Consultant would provide assistance in developing and maintaining communication and coordination with cities about issues regarding flooding or the maintenance of flood structures in conjunction with the FC District. The FC District also sees the need for assistance in the administration of Bay Area Flood Protection Agencies Association (BAFPAA) in order to run meetings and provide recommendations and review

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/07/2019** ☒ 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: May 7, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Mark Boucher, (925)
313-2274

of grant solicitations and grant proposals in conjunction with assistance in regulatory policies.

BACKGROUND: (CONT'D)

Consultant would provide support at various meetings, including assisting in agenda preparation and minutes of meetings, and managing meeting attendees contact e-mail list(s) for disseminating agendas and meeting notes/minutes. Consultant would provide graphic design and web design services to further facilitate the administration of BAFPAA for the FC District.

This on-call contract will allow the FC District to quickly assign tasks to the Consultant for various FC District programs and projects and is intended to draw on outside specialized expertise.

The contract limits the Consultant's liability for damages arising out of its errors or omissions in providing professional services under the contract to \$2,000,000, the amount stated in the Consultant's professional liability insurance policy provided. This is for professional liability and does not limit the Consultant's responsibility with regard to general liability claims.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of the Board of Supervisors, the FC District will be unable to obtain on-call services for program support and coordination and BAFPAA Administration services.