

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: November 8, 2012**

**SUBJECT:** Extension of Agreement for Consulting and Other Services with Burgess & Niple, Inc., in conjunction with partners in the Upper Verde River Watershed Protection Coalition.

**SUBMITTING DEPARTMENT:** Management

**PREPARED BY:** John Munderloh, Water Resources Manager

**AGENDA LOCATION:** Comments/Communications , Consent , Work/Study ,  
New Business , Public Hearing , Second Reading

---

**ATTACHMENTS:** a) Copy of Amendment No. 1 to Agreement between Burgess & Niple, Inc. and Upper Verde River Watershed Protection Coalition for Program Management Services

---

**SUMMARY BACKGROUND:**

The Upper Verde River Watershed Protection Coalition (Coalition) was created by Intergovernmental Agreement (IGA) between the Town of Prescott Valley and other jurisdictions in the area to address water management issues in the Prescott Active Management Area and to protect the base flows of the Upper Verde River. In November, 2007, the Coalition hired the engineering firm Burgess & Niple, Inc. (B&N) to provide program management services for the Coalition and to complete the projects identified and approved by the Coalition Board.

The initial contract with B&N expires on November 27, 2012. On October 24, 2012, the Coalition Board approved a 7-month extension of the contract that introduces cost-saving measures such as reduced hourly fees and a reduced meeting schedule. The contract amendment, which will expire at the end of the fiscal year (June 30, 2013), establishes a trial period for the change in services and provides time to negotiate a longer-term program management contract.

B&N was initially selected through a competitive bid process initiated in July, 2007. On October 24, 2007, the Coalition Board approved the contract with B&N to provide program management services for the Coalition and to complete the projects identified and approved by the Coalition Board. This contract extension, like the original contract, requires final approval by the elected Councils or Boards that are members of the Coalition and the signature of the Mayors or Chairman of those jurisdictions.

---

**PREVIOUS ACTIONS:** Initial contract with B&N approved November 8, 2007. Initial IGA forming the Coalition approved on June 8, 2006. Projects, program manager concepts and costs discussed on February 9, 2007. Contributions to Coalition budget of \$55,000 per year for three years approved with adoption of Town budget on June 21, 2007.

---

**OPTION ANALYSIS:** The Council may vote to:

- 1.) approve this Agreement, **OR**
  - 2.) not approve this Agreement, **AND/OR**
  - 3.) direct staff to pursue other options.
-

**ACTION OPTION:** Motion to approve the Mayor's signature on the agreement for Consulting and Other Services **OR** Motion not to approve. **VOTE.**

---

**RECOMMENDATION:** 1) Approve the Mayor's signature to the agreement for Consulting and Other Services

---

**FISCAL ANALYSIS:** The Town's annual contribution of \$44,000 (temporarily reduced fee from original \$55,000) to support Coalition activities has been budgeted and paid through the time period of this proposed contract.

---

**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

---

**COUNCIL ACTION:**

Approved    Denied    Tabled/Deferred    Assigned to \_\_\_\_\_