

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION OF THE BOARD OF SUPERVISORS
OF THE BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

June 23, 2020

FROM

LUTHER SNOKE, Interim Director, Special Districts Department
TERRY W. THOMPSON, Director, Real Estate Services Department

SUBJECT

Memorandum of Understanding between Real Estate Services Department and County Service Area 70 for Operations and Maintenance of County-owned Water Systems

RECOMMENDATION(S)

1. Acting as the governing body of San Bernardino County, approve (**County Contract No. 20-545**) the Memorandum of Understanding between the County of San Bernardino, Real Estate Services Department and County Service Area 70 (Countywide) for County Service Area 70's operations, maintenance and management of the County-owned Glen Helen Water System in Devore and the Gilbert Street Complex Water System in San Bernardino for an amount not to exceed \$2,422,948 for the period of July 1, 2020 to June 30, 2025.
2. Acting as the governing body of County Service Area 70 (Countywide), approve (**County Contract No. 20-545**) the Memorandum of Understanding between the County of San Bernardino, Real Estate Services Department and County Service Area 70 (Countywide) for County Service Area 70's operations, maintenance and management of the County-owned Glen Helen Water System in Devore and Gilbert Street Complex Water System in San Bernardino for an amount not to exceed \$2,422,948 for the period of July 1, 2020 to June 30, 2025.

(Presenter: Terry W. Thompson, Director, 387-5252)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of the Memorandum of Understanding (MOU) will not require additional Discretionary General Funding (Net County Cost). The total cost for the County Service Area 70 (CSA 70) to operate, maintain, and manage the County-owned water systems for five years is \$2,422,948, subject to the availability of funds of the Real Estate Services Department.

Operations and Maintenance fees increase an average of 3% percent annually. Payments will be made from the Real Estate Services Department – Utilities cost center (7777001000).

**Memorandum of Understanding between Real Estate Services
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Maintenance of County-owned Water Systems
June 23, 2020**

Sufficient appropriation has been included in the 2020-21 Utilities budget and will be included in future recommended budgets for the term of the contract.

The estimated cost by fiscal year is reflected in the following table:

| Fiscal Year | Operations and Maintenance | Emergency Repair | Estimated Annual Cost |
|---------------|----------------------------|------------------|-----------------------|
| 2020-21 | \$390,449.21 | \$70,000 | \$460,449.21 |
| 2021-22 | \$402,162.68 | \$70,000 | \$472,162.68 |
| 2022-23 | \$414,227.57 | \$70,000 | \$484,227.57 |
| 2023-24 | \$426,654.39 | \$70,000 | \$496,654.39 |
| 2024-25 | \$439,454.02 | \$70,000 | \$509,454.02 |
| Totals | \$2,072,948 | \$350,000 | \$2,422,948 |

BACKGROUND INFORMATION

The MOU will allow CSA 70 to continue to provide operations and maintenance of County-owned water systems for the Real Estate Services Department (RESD). RESD is responsible for providing water system operations and maintenance services to the Glen Helen and Gilbert Street complex County-owned water systems. The State Water Resources Control Board (SWRCB) requires professionally licensed operators to provide water distribution systems operation, maintenance and management services. RESD does not have certified staff to provide this service; however, CSA 70 has staff with the required licensing to provide the service for RESD.

The MOU is for various duties and responsibilities that include, but are not limited to, the following:

- Prepare the necessary communications and reports
- Ensure compliance with all permit and regulatory requirements
- Procure and maintain all water facility permits, licenses and certifications
- Inspect the water distribution system as required and maintain logs
- Provide operation, maintenance and management of the water systems

The MOU may be terminated by either party without cause with a 90-days' prior written notice. The Glen Helen water system located in Devore serves the following facilities:

- Glen Helen Regional Park
- Glen Helen Pavilion
- Glen Helen Raceway
- Sheriff's Academy North
- Sheriff's Emergency Vehicle Operation Center (EVOC)
- Sheriff's Rehabilitation Center
- Sheriff's Training Center

The Gilbert Street complex water system located in San Bernardino serves the following facilities:

- Children's Assessment Center, 700 East Gilbert Street

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June 23, 2020**

- Regional Youth Educational Facility, 740 East Gilbert Street
- Transitional Age Youth Center, 780 East Gilbert Street
- Phoenix Community Counseling Center, 820 East Gilbert Street
- Juvenile Dependency Court, 860 East Gilbert Street
- Cottage Buildings 1-11, Central Juvenile Detention, 900 East Gilbert Street
- Assessment Center, 900 East Gilbert Street
- Juvenile Court, 900 East Gilbert Street

PROCUREMENT

On July 28, 2015 (Item No. 95), the Board of Supervisors approved an MOU between County of San Bernardino and CSA 70, which enabled CSA 70 to provide water system maintenance and operation services for Glen Helen and the Gilbert Street complex potable water systems. The new five-year MOU will replace the current MOU which expires June 30, 2020.

REVIEW BY OTHERS

This item has been reviewed by County Council (Katherine M. Hardy, 387-5437 and Dawn Martin, 387-5455, Deputy County Counsels) on March 19, 2020; Purchasing (Michelle Churchill, Buyer III, 387-2070) on March 19, 2020; Finance (Wen Mai, Principal Administrative Analyst, 387-4020 and Tom Forster, Administrative Analyst, 387-4635) on June 5, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on June 8, 2020.

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June 23, 2020**

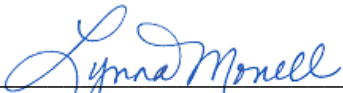
Record of Action of the Board of Supervisors
County of San Bernardino

Record of Action of the Board of Supervisors
Board Governed County Service Areas

APPROVED (CONSENT CALENDAR)

Moved: Josie Gonzales Seconded: Robert A. Lovingood
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 23, 2020



cc: RESD- Ayala w/agree
 Contractor- C/O RESD w/agree
 File- w/agree
la 07/7/2020