

# CHATFIELD WATERSHED AUTHORITY BOARD ACTION MEMORANDUM

**Date:** April 15, 2024

**TO:** Chatfield Watershed Authority Board

**FROM:** Diane Kielty, Program Manager

**SUBJECT:** Recommend to CWA Board that CWA enter a contract extension for technical services with RESPEC.

**SUMMARY OF ACTION REQUESTED:** Chatfield Watershed Authority enters 1-year contracts with consultants. The technical services contract with RESPEC expires on May 31, 2024. This request is for a contract extension with RESPEC through May 31, 2025.

**RECOMMENDED EFFECTIVE DATE:** June 1, 2024

**COST IMPACTS:** The contract term will be extended for one year for an additional sum of \$84,945.00 for services provided to extend the RESPEC contract through May 31, 2025.

**PURPOSE / BACKGROUND:** Chatfield Watershed Authority is charged with reviewing applications for Clean Water Act compliance and documentation in trade applications pursuant to Regulation 73. It also has a workplan that includes watershed modeling and supporting potential Nonpoint Source projects. RESPEC is the contracted consultant managing the technical elements of this work.

**TAC RECOMMENDATION(S):** CWA extend RESPEC's contract another year for the term of June 1, 2024 through May 31, 2025 at the additional sum of \$84,945.00.

**PROPOSED MOTION to BOARD:** Move to recommend to the Chatfield Watershed Authority Board that the Chatfield Watershed Authority Program Manager enter a contract extension with RESPEC that reflects the funds allocated in the 2024 Approved Chatfield Watershed Authority budget line item and anticipated 2025 budget allocation for technical services.

Enclosure(s) / Attachment(s): RESPEC\_2024-2025 RESPEC Chatfield Budget Estimate