



## INDIAN RIVER COUNTY, FLORIDA DEPARTMENT OF UTILITY SERVICES

**Date:** March 13, 2018

**To:** Jason E. Brown, County Administrator

**From:** Vincent Burke, P.E., Director of Utility Services

**Prepared By:** Cindy Corrente, Utilities Finance Manager

**Subject:** Change Order No. 1 – Comprehensive Water, Wastewater, and Reclaimed (Reuse) Water Rate Study, and Water and Sewer Impact Fee Study

**DESCRIPTIONS AND CONDITIONS:**

On July 18, 2017, the Indian River County Board of County Commissioners (BCC) approved award of two Professional Services Agreements between Indian River County Department of Utility Services (IRCDUS) and Raftelis Financial Consultants, Inc. (Raftelis) for a Comprehensive Water, Wastewater and Reclaimed Water Rate Study and for a Water and Wastewater Impact Fee Study.

**ANALYSIS:**

Staff has been working with the consultant and recently had a working session to review the work products to date. However, due to the difficulty surrounding data acquisition and data verification from the IRCDUS billing software, the consultant ran into some delays during the early part of the projects. Much of the data was stored in multiple data tables leading to difficulty in getting the data needed for the study. Even after the data was extracted, the consultant and staff needed to review and verify the results. Unfortunately, this process led to a delay in getting detailed data on which the consultant needed to base their review. Therefore, at this time, the consultant has requested a time extension of one hundred and fifty (150) days, bringing the estimated date for completion to June 20, 2018.

**FUNDING:**

There is no cost to the department as a result of this time extension.

**RECOMMENDATION:**

Staff recommends the approval of Change Order No. 1 to the Professional Services Agreement with Raftelis Financial Consultants, Inc., for a Comprehensive Water, Wastewater, and Reclaimed Water Rate Study and Change Order No. 1 to the Professional Services Agreement with Raftelis Financial Consultants, Inc., for a Water and Wastewater Impact Fee Study, extending the completion due dates to June 20, 2018.

**ATTACHMENT(s):**

1. Change Order No. 1 to the Comprehensive Water, Wastewater, and Reclaimed Water Rate Study
2. Change Order No. 1 to the Water and Wastewater Impact Fee Study