

# **Attachment B**

**AMENDMENT NUMBER: ONE  
TO  
CONSULTANT/PROFESSIONAL SERVICES PROVIDER  
AGREEMENT  
BY AND BETWEEN  
CITY OF VICTORVILLE  
AND  
NBS GOVERNMENT FINANCE GROUP  
DBA NBS  
FOR  
SOLID WASTE RATE STUDY UPDATE,  
PROJECT ESC22-121**

THIS AMENDMENT (the "Amendment") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the City of Victorville, a municipal corporation, organized and existing in the County of San Bernardino under and by virtue of the laws of the State of California (hereinafter referred to as "City"), and **NBS Government Finance Group dba NBS, a California corporation**, hereinafter referred to as "Consultant", City and Consultant are sometimes hereinafter referred to individually as a "Party" and collectively referred to as the "Parties".

**Recitals**

1. **WHEREAS**, the City has a Consultant/Professional Services Provider Agreement (hereinafter referred to as the "Original Agreement") with the Consultant to provide **Solid Waste Rate Study Update**; and
2. **WHEREAS**, it is the desire of the Parties to issue Amendment One (1) to the Original Agreement to amend Section 3., Compensation from a not to exceed sum of \$38,510.00 to \$51,670.00; revise Section 4., Cost Proposal to include additional services as set forth in the Consultant's Proposal; and revise Section 6., Term of the Agreement, to exercise Option 1 of 2, additional one-year option periods, amending the term to commence July 1, 2023 and expire June 30, 2024; and
3. **NOW THEREFORE**, in consideration of the covenants, conditions, and promises contained herein and for such other good and valuable consideration, receipt of which is hereby acknowledged, the Parties are willing to amend the Original Agreement as stated below.

**Contract Amendment**

**Section 3. – COMPENSATION** – is amended as follows:

"The City shall pay to Consultant a sum not to exceed **Fifty-one Thousand Six Hundred Seventy and 00/100 dollars (\$51,670.00 )** for faithful performance of the

services to be rendered under this Agreement, subject to the Cost Proposal provisions of Section 4, below.”

**Section 4. – COST PROPOSAL –** is amended as follows:

“The City shall pay Consultant for those additional services set forth in Consultant’s Proposal dated August 24, 2023, attached hereto as Exhibit B and hereby incorporated as part of this agreement by this reference.”

**Section 6. – TERM OF AGREEMENT -** is amended as follows:

“The City hereby amends the Term of Agreement to commence on July 1, 2023 (the “Commencement Date”) and expire on June 30, 2024 (the “Termination Date”).”

Except as amended herein, the terms and conditions of the Original Agreement and all previous amendments remain in full force and effect.

(SIGNATURES ON NEXT PAGE)

**IN WITNESS WHEREOF, the parties hereto have caused the Amendment to the Original Agreement to be entered as of the dates written below.**

**PARTY OF THE FIRST PART**

**PARTY OF THE SECOND PART**

**THE CITY OF VICTORVILLE**

**NBS GOVERNMENT FINANCE GROUP  
DBA NBS**

By: \_\_\_\_\_  
**Debra Jones,  
Mayor**

By: \_\_\_\_\_  
**Michael Renter,  
President and CEO**

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**ATTEST**

By: \_\_\_\_\_  
**Jennifer Thompson,  
City Clerk**

Dated: \_\_\_\_\_

**THE CITY OF VICTORVILLE**

**APPROVED AS TO STANDARD FORM**

By: \_\_\_\_\_  
**Sandra Bostick,  
Risk Manager**

By: \_\_\_\_\_  
**Andre de Bortnowsky,  
City Attorney**

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.676.7516

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July 5, 2023

Dana Armstrong  
Environmental Programs Manager  
City of Victorville  
14343 Civic Drive  
Victorville, CA 92393

Dear Ms. Armstrong:

For ESC22-121 (Solid Waste Rate Study), the City has requested that NBS prepare an additional analysis consisting of a technical memorandum ("white paper") on street sweeping services as described below.

**Task Description** – The City would like NBS to review and evaluate alternatives for funding the City's street sweeping program, including how other cities are funding similar programs, identifying the customers benefitting from street sweeping, and options for changing the street sweeping funding mechanism. For example, it could become part of the Solid Waste Utility or be spread over more than one utility. This analysis does not include providing a separate analysis of street sweeping rates on a per-customer basis.

**Work Product** – The work project for this task is a confidential "white paper" prepared for City staff review outlining the background, analysis, and recommendations. NBS will provide City staff with one (1) draft report, incorporate City comments on this draft, and then provide the City with a final report (all reports and documents will be provided electronically (Word, Excel, etc.).

**Budget Amendment** – The budget for this additional task is a lump sum/fixed fee of \$5,000. The original P.O. for the solid waste rate study was \$38,510. With this amendment, the maximum budget will be \$43,510, as shown in the table on the next page. This task will be billed to the City upon completion.

Please let me know if you have any questions or would like to discuss this further. You can reach me at (916) 801-5496 or [gclumpner@nbsgov.com](mailto:gclumpner@nbsgov.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Greg Clumpner", is written over a light blue circular stamp.

Greg Clumpner  
Director



32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.676.7516

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August 24, 2023

Doug Mathews  
Director of Public Works & Water  
14343 Civic Drive  
Victorville, CA 92392

Dear Mr. Mathews:

For the Solid Waste Cost of Service Study, the City requested that NBS prepare an additional analysis consisting of alternatives to the cost-of-service analysis and the rate design analysis.

**Task Description** – The City requested NBS to review and evaluate additional alternatives for the cost-of-service and rate design analysis, which included revisions to administration fees, organics program costs, and street sweeping costs in the solid waste rate model. Based on comments from the City Manager and Deputy City Manager, the City also requested NBS to prepare an updated reserves analysis for the ending solid waste reserve fund balances compared to the recommended minimum reserve targets and multiple revisions to the study report and presentation materials.

**Work Product** – The work project for this task is additional rate alternatives prepared for City staff which include outlining the background, analysis, and recommendations. Key assumptions, methodologies, and factors affecting the development of proposed rates were highlighted with charts and graphs. Additional meetings with City staff were required to accomplish the revisions to the solid waste rate model, the solid waste study report, and the PowerPoint presentation to City Council. NBS also prepared rate tables and bill comparisons for various customer classes to illustrate how the requested rate adjustments scenarios affected customer bills.

**Budget Amendment** – The budget for this additional task (Task 8) is an hourly not-to-exceed fee of \$8,160. While we do not yet have total hours to date, we estimate this additional budget covers about 80% of the additional hours needed for the out-of-scope work. The original P.O. for the solid waste rate study was \$38,510 and the amendment for the street sweeping services technical memorandum (Task 7, dated July 5, 2023) was \$5,000. With this amendment, the maximum budget will be \$51,670, as shown in the table on the next page. This task will be billed to the City upon completion. If you would like to discuss this further, you can reach me at (530) 297-5856 or [gclumpner@nbsgov.com](mailto:gclumpner@nbsgov.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Greg Clumpner", is written over a light blue circular stamp.

Greg Clumpner  
Director

Letter to Doug Mathews

August 24, 2023

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PROJECT BUDGET - Update Victorville Refuse Rate Study				
Rate Study Tasks	Consultant Labor (Hours)		Grand Totals	
	Project Manager (Clumpner)	Consultant (Taylor)	Consultant Labor (Hrs.)	Consultant Costs (\$)
<b>Hourly Rate</b>	<b>\$255</b>	<b>\$180</b>		
<b>Refuse Rate Study Tasks</b>				
Task 1 – Kickoff Meeting and Data Collection	6	14	20	\$4,050
Task 2 – Financial Plan & Revenue Req't. Analysis <sup>1</sup>	8	24	32	\$6,360
Task 3 – Update Cost-of-Service Analysis	8	24	32	\$6,360
– Incorporate SB 1383 Implementation Costs	8	16	24	\$4,920
Task 4 – Update of Existing Rate Structure	6	18	24	\$4,770
Task 5 – Prepare a Written Study Report <sup>2</sup>	14	6	20	\$4,650
Task 6 – Meetings and Presentations/Workshops	20	10	30	\$6,900
<b>Task Totals</b>	<b>70</b>	<b>112</b>	<b>182</b>	<b>\$38,010</b>
Reimbursable Expenses				\$500
<b>GRAND TOTAL NOT TO EXCEED</b>	<b>70</b>	<b>112</b>	<b>182</b>	<b>\$38,510</b>
Task 7 – Street Sweeping Funding Analysis <sup>3</sup>	n.a.	n.a.	n.a.	\$5,000
Task 8 – Alternative Rate Design Options	32	-	32	\$8,160
<b>REVISED GRAND TOTAL NOT TO EXCEED<sup>4</sup></b>	<b>102</b>	<b>112</b>	<b>214</b>	<b>\$51,670</b>

1. These tasks assume City staff provides sufficient data that is accurate and provided on a timely basis.

2. A draft Study Report will be prepared and the final report will incorporate City Comments.

3. This task is a lump sum/fixed fee, not to exceed. Greg Clumpner will provide this analysis.

4. This is an estimated "Not to Exceed" that assumes hours in each task do not exceed those shown above.