



BISHOP AREA WASTEWATER AUTHORITY BOARD OF DIRECTORS MEETING

**City Council Chambers - 301 West Line Street - Bishop, California
TUESDAY, SEPTEMBER 15, 2026 - 8:00 AM**

NOTICE TO THE PUBLIC: Please be advised this meeting is accessible to the public in person or on the City of Bishop website. In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 124. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

The public is encouraged to participate or observe this meeting by:

- 1. Attending this meeting in person at the City of Bishop City Council Chambers located at 301 West Line Street in Bishop, California.**
- 2. Observing this meeting live at: <https://us02web.zoom.us/j/87875886621>**

Public comments may be made:

- 1. In person: Live at the meeting. Members of the public desiring to speak on a matter appearing on the agenda should ask the Chair for the opportunity to be heard when the item comes up for Board consideration. Comments for all agenda items are limited to a speaking time of three minutes.**
- 2. In writing: Please email publicworks@cityofbishop.ca.gov and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 3:00 p.m. the day before the meeting will be emailed to the Board of Directors and included as an attachment under the Agenda's Item Number as "Public Comment" prior to the meeting. You may also hand deliver public comments to the City drop/payment box located at the Church Street entrance to City Hall on or before the deadline noted above.**

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California during normal business hours. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 124. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- 4. PUBLIC COMMENT: NOTICE TO THE PUBLIC:** See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

- 5. CONSENT CALENDAR NOTICE TO THE PUBLIC:** All matters under the Consent Calendar are considered routine by the Authority and will be acted on by one motion.

- a. Bishop Area Wastewater Authority Meeting Minutes
[May 19, 2026 Special BAWA Meeting Minutes](#)
[June 16, 2026 BAWA Meeting Minutes](#)

6. NEW BUSINESS

- a. **[Professional Services Agreement with Dutton Consulting for On-Call Engineering and Administrative Services](#)**
Recommended Action: Authorize the Administrator to negotiate and enter into a Professional Services Agreement with Dutton Consulting for on-call administrative and program management services, on terms acceptable to the Administrator, in an amount not to exceed \$98,000 and through December 31, 2027, with expenditures limited to \$60,000 in Fiscal Year 2026–2027 unless additional budget authority is approved, and subject to review and approval as to form by BAWA General Counsel.
[BAWA Proposal_Dutton Consulting](#)

7. STAFF AND BOARD REPORTS

- 8. ADJOURNMENT:** The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be December 15, 2026 at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

CITY OF BISHOP
BISHOP AREA WASTEWATER AUTHORITY BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
MAY 19, 2026

1. CALL TO ORDER

Chair Carr called the Bishop Area Wastewater Authority Board of Directors Special meeting to order at 8:02 a.m. in City Hall, 301 West Line Street, Bishop, California in-person and via zoom.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board Member Pachucki.

3. ROLL CALL

Present:

Chair Carr

Vice Chair Schwartz

Board Member Pachucki

Alternate Board Member Freundt

Absent:

Board Member Muchovej

Others Present:

Jessica Ortiz, Authority Secretary

Matt Bullis, Assistant Administrator

Ward Simmons, Legal Counsel via Zoom

City of Bishop Staff

Eastern Sierra Community Service District Staff

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

No public comments were made.

5. CONSENT CALENDAR

6. NEW BUSINESS

A. Staff Report of SOQ Submissions

Cover Page

Staff discussed report with Board. An RFQ was issued on March 5, 2026. On April 23, 2026, four SOQ proposals were received from: Pace, West Yost, Carollo and Adora. The evaluation committee ranked the firms based on several factors, including project management experience, design experience, and the firm's ability to design equipment and systems that would most effectively eliminate nitrates.

Pace Advanced Water was ranked first based on its experience with the Aeromod system and design background. The firm also demonstrated project management experience.

Approval from the City Council is anticipated on June 8, 2026. The anticipated project timeline is approximately 8 to 10 months, although the State allows the timeline to be modified if necessary.

Following City Council review and approval, staff would proceed with negotiations with the selected consultant.

Board Member Pachucki asked whether a consultant awarded this project would be excluded from participating in future projects. Attorney Ward Simmons responded that this was potentially the case.

Board Member Pachucki also asked whether staff members from ESCSD and the City were involved in the consultant evaluations. It was noted that Board Member Pachucki was not included in the evaluation process. The review committee consisted of three individuals, BAWA Assistant Administrator Matt Bullis, Grady Dutton on behalf of the City of Bishop and Board Member Ron Stone. Board Member Pachucki stated that he would have liked to have been included on the committee.

The discussion also addressed the weight given to a firm's overall experience in the ranking process and whether the firms had direct experience with this type of construction.

Assistant Administrator Bullis stated that Pace has significant experience with this type of work. Carollo also has relevant experience, including one project of this nature. The other firms have experience with design but less experience with the full construction process. Adora has wastewater experience but limited experience with this specific type of construction.

Assistant Administrator Matt Bullis noted that all four firms have teams with relevant experience. He stated that Carollo is a well-regarded firm. He does not have much prior experience with West Yost. Assistant Administrator Matt Bullis also noted that Pace has relevant project experience, although he has limited personal experience working with the firm.

Chair Carr asked whether the four firms would be likely to submit proposals for the next phase of the project.

Assistant Administrator Bullis stated that he expects all four firms to submit proposals for the next phase. Given the time and resources, the firms have already invested in the current process, he expects them to remain interested in pursuing the future work. Board Member Pachucki recommended including plant operators Gary Milici and Steve in the review process.

PW Super Intendent Gary Milici stated that he would like the opportunity to review the submitted proposals and documents.

Steve stated that he had reviewed and discussed the proposals with Ron Stone. Based on his review, Steve believed Carollo would be the better option. He noted that Carollo had prior experience with the Quincy plant development, while Pace had completed only one Aeromod project.

ESCSD Chief Plant Operator Steve Nixon also noted that Carollo has an engineer available in June and that the firm has demonstrated good communication. While acknowledging that this was his personal opinion, Steve indicated that he would favor Carollo over Pace, particularly because of Carollo's experience with the prior Quincy plant development.

Assistant Administrator Bullis stated that the consultant selection will be presented to the City Council for review on June 8, 2026. The final selection will be determined through the City Council review process. Following approval, staff will begin negotiations with the selected consultant.

B. Land Acquisition for Wastewater Treatment Plant

Cover Page

BAWA Land Acquisition.pdf

Assistant Administrator Bullis presented the Board with a report regarding the potential acquisition of three DWP parcels totaling approximately 202 acres for the wastewater treatment plant project. The Board discussed nitrate removal, treatment alternatives, and future land requirements.

The Board also discussed whether acquiring the additional acreage would provide a long-term benefit. The additional land would be beneficial if land application is continued; however, if the District proceeds with denitrification, 130 acres may be sufficient.

Vice Chair Schwartz asked whether the additional property would be available for purchase in the future. Board Member Pachucki stated that he has had discussions with DWP, but future availability cannot be determined, and any acquired property would require ongoing maintenance. Assistant Administrator Bullis noted that percolation could further reduce the district's land requirements. Board Member Freundt stated that the district should determine its preferred treatment and disposal approach before declining the DWP offer, as DWP could withdraw the offer. Chair Carr asked whether discussions had occurred with DWP regarding acreage and costs. Board Member Pachucki noted that the additional 70 acres may provide limited nitrate-removal benefit and could become a liability.

Vice Chair Schwartz suggested that the district consider acquiring approximately 131 acres rather than the full 202 acres. The Board discussed the need for further evaluation before making a final decision.

No public comments were made.

Motion/ Board Member Pachucki

Seconded/ Vice Chair Schwartz

Board Member Pachucki made a motion to approve the purchase of Real Property with the City of Los Angeles Water and Power for APN 008-010-19 (36.5 acres) and APN 008-010-35 (94.44 acres), totaling 131.0 acres of land for purchase.

Motion passed 3-0

Ayes: Alternate Board Member Freundt, Board Member Pachucki, Vice Chair Schwartz, Chair Carr

Noes: None

Abstain: None

Absent: None

C. Willdan Amendment Extension

Cover Page

BAWA Administrative Extension Amendment 4

Assistant Administrator Bullis discussed extending the Willdan Engineering contract for one additional year to continue Administration services through June 30, 2027. The

proposed amendment would add \$70,000 to the contract, consistent with Amendment No. 3 approved in June 2025.

City Administrator Pam Foster reviewed the contract with Willdan representative Doug Wilson and reported no issues. City Attorney Ward Simmons had no comments and recommended the agreement to be approved.

No public comments were made.

Motion/Alternate Board Member Freundt Seconded/Vice Chair Schwartz

Alternate Board Member Freundt made a motion to approve Amendment No. 04 with Willdan Engineering, extending Administration Assistance services through June 30, 2027, and adding \$70,000 for a total not to exceed contract amount of 140,000.

Motion passed 4-0

Ayes: Alternate Board Member Freundt, Board Member Pachucki, Vice Chair Schwartz, Chair Carr

Noes: None

Abstain: None

Absent: None

D. Review and Approval of the Bishop Area Wastewater Authority Fiscal Year 2026-27 Budget

Cover Page

Bishop Area Wastewater Authority Fiscal Year 2026-27 Budget

City of Bishop Finance Director Aukee reviewed the report, noting the budget includes 202 acres rather than the agreed-upon 131 acres. A budget adjustment will be presented for Board review.

No public comments were made.

Motion/ Board Member Pachucki Seconded/ Vice Chair Schwartz

Board Member Pachucki made a motion to approve the Bishop Area Wastewater Authority Fiscal Year 2026-27 Budget.

Motion passed 4-0

Ayes: Alternate Board Member Freundt, Board Member Pachucki, Vice Chair Schwartz, Chair Carr

Noes: None
Abstain: None
Absent: None

7. STAFF AND BOARD REPORTS

Assistant Administrator Bullis reported that an ad hoc committee was established in 2025 to revise the Joint Powers Agreement to discuss the potential integration of the Bishop Paiute Tribe into the Bishop Area Wastewater Authority (BAWA). A draft agreement was developed on December 11 and distributed to each participating agency for review. The revision process is ongoing, and no timeline has been established for completion.

No public comments were made.

8. ADJOURNMENT: ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be September 15, 2026 at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chair Carr adjourned the meeting at 8:56 a.m. to the next regularly scheduled meeting on September 15, 2026.

Seth Carr, Chair

Jessica Ortiz, Authority Secretary

CITY OF BISHOP
BISHOP AREA WASTEWATER AUTHORITY BOARD OF DIRECTORS
MEETING MINUTES
JUNE 16, 2026

1. CALL TO ORDER

Chair Carr called the Bishop Area Wastewater Authority Board of Directors Special meeting to order at 8:04 a.m. in City Hall, 301 West Line Street, Bishop, California in-person and via zoom.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Carr.

3. ROLL CALL

Present:

Chair Carr

Vice Chair Schwartz

Board Member Pachucki

Alternate Board Member Freundt

Absent:

Board Member Muchovej

Others Present:

Jessica Ortiz, Authority Secretary

Matt Bullis, Assistant Administrator via Zoom

Grady Dutton, Interim Public Works Director

Ward Simmons, Legal Counsel via Zoom

Eastern Sierra Community Service District Staff

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

No public comments were made.

5. NEW BUSINESS

A. Review of Design Firm Selection Committee Recommendation and Qualifications-Based Selection Process for New Plant Project

[Cover Page](#)

[Staff Report](#)

Assistant Administrator Bullis reviewed the item with the Board regarding the \$2.4 million grant-funded design process for the wastewater treatment plant. He explained that the consultant selection process followed a one-step Request for Qualifications (RFQ). The RFQ was issued on March 5, 2026, and closed on April 23, 2026, with four Statements of Qualifications (SOQs) received.

A selection committee, consisting of one representative from the City of Bishop, one representative from the Eastern Sierra Community Services District, and Assistant Administrator Bullis, evaluated the proposals and ranked the firms as follows:

1. Pace Advanced Water Engineering
2. West Yost
3. Carollo
4. Adurra

Based on the firms' qualifications and experience with sludge treatment and Aeromod systems, the committee recommended Pace Advanced Water Engineering.

Assistant Administrator Bullis clarified that the Board's action would be to recommend the selected consultant to the City of Bishop for consideration. If approved by the City, staff would enter into negotiations with the highest-ranked firm regarding the scope of work and pricing. If approved by the City, staff anticipates executing an agreement in August 2026, with work expected to commence in September 2026.

Board Member Pachucki asked whether the selected firm would perform the majority of the work or whether services would be distributed among multiple contractors. Assistant Administrator Bullis explained that specialized services, such as surveying and environmental work, would be subcontracted as needed.

Chair Carr expressed concern that Administrator Nora Gamino had not yet reviewed the consultant proposals and requested that the item be tabled until September 2026 to allow her adequate time to review the materials upon her return.

Board Member Pachucki supported postponing the item and requested that both Administrator Gamino and Chief Plant Operator Steve Nixon participate in reviewing the consultant proposals.

Interim Public Works Director Grady Dutton reported that Administrator Gamino supported the RFQ process and intended to consult with plant operators to obtain additional information and input before negotiations proceeded.

Assistant Administrator Bullis stated that staff had received Administrator Gamino's approval to move forward with the consultant selection process but would delay contract negotiations until September 2026 in accordance with her direction.

No public comments were made.

Motion/Councilmember Schwartz Seconded/Alternate Board Member Freundt

Councilmember Schwartz made a motion to approve PACE Advanced Water Engineering, as the top-ranked consultant for the RFQ - Engineering Design Services for the Consolidated WWTP, and recommend that the City enter negotiations with PACE Advanced Water Engineering for award of an agreement.

Motion passed 3-1

Ayes: Councilmember Schwartz, Seth Carr, Alternate Board Member Freundt

Noes: Board member Pachucki

Abstain: None

Absent: None

6. STAFF AND BOARD REPORTS

Staff had no further reports.

No other reports were given by Board Members.

7. ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be September 15, 2026 at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chair Carr adjourned the meeting at 8:32 a.m. to the next regularly scheduled meeting on September 15, 2026.

Seth Carr, Chair

Jessica Ortiz, Authority Secretary



Agenda Item: 6.a

Date of Meeting: September 15, 2026

Department: Administration

STAFF REPORT

To: Bishop Area Wastewater Authority Board of Directors
From: Nora Gamino
Subject: **Professional Services Agreement with Dutton Consulting for On-Call Engineering and Administrative Services**
Prepared On: September 10, 2026
Attachments: BAWA Proposal_Dutton Consulting

Background/History:

BAWA has historically utilized Willdan Engineering to provide a combination of administrative and technical support to the Authority. As BAWA moves forward with incorporation of the Bishop Paiute Tribe as a member of the JPA and development of the Consolidated Regional Wastewater Treatment Plant, the nature and level of administrative support needed by the Authority is changing.

The upcoming phase of BAWA's work will require significant administrative and program-management efforts associated with implementation of the revised JPA structure, management of the design contract for the Consolidated Regional Wastewater Treatment Plant, grant and funding administration, development of a long-term financing strategy, coordination among the member agencies and outside agencies, and other organizational and project-delivery matters.

Dutton Consulting, led by Grady D. Dutton, P.E., has proposed to provide these services on an on-call basis at an hourly rate of \$175.00 through December 31, 2027. The proposed agreement establishes a not-to-exceed amount of \$98,000 based on an estimated average workload of approximately eight hours per week over the term of the agreement.

Analysis/Discussion:

The proposed agreement is intended to provide BAWA with senior-level administrative and program-management capacity under the direction of the BAWA Administrator. Unlike BAWA's existing consulting arrangement, the primary focus of this agreement will be administration, governance, financial planning, interagency coordination, and management of BAWA's major programs and professional service contracts, rather than technical engineering support.

Initial priorities under the agreement are anticipated to include:

- Completion and implementation of the revised JPA structure, including incorporation of the Bishop Paiute Tribe and resolution of remaining governance, ownership, operational, financial, and organizational matters;

- Revision of BAWA's baseline budget and member contribution methodology;
- Negotiation and administration of the professional services agreement for design of the Consolidated Regional Wastewater Treatment Plant;
- Management and coordination of BAWA's existing Clean Water State Revolving Fund (CWSRF) grant;
- Development and implementation of a comprehensive funding and financing strategy for final design and construction, including evaluation and pursuit of grants, CWSRF and USDA Rural Development financing, Tribal funding opportunities, and other potential funding sources; and
- Coordination of real-property matters and related land use, jurisdictional, and agency approvals necessary for BAWA projects.

The agreement is intentionally structured as an on-call professional services agreement because BAWA's workload and priorities are expected to evolve as the JPA restructuring and treatment plant project progress. Dutton Consulting will also prepare Board materials, manage assigned consultant and agency coordination, and perform other administrative and program-management functions as directed by the Administrator.

Budget Impacts:

Amendment 04 to the Willdan Engineering agreement included \$70,000 in funding for Fiscal Year 2026–2027. Of that amount, \$60,000 will be reallocated to the Dutton Consulting agreement, and expenditures under the Willdan agreement will be limited to \$10,000 for technical support as needed.

The remaining anticipated funding for the Dutton Consulting agreement will be included in the Fiscal Year 2027–2028 budget or addressed through a future budget adjustment if necessary.

Legal Review:

Authority Attorney Simmons has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Authorize the Administrator to negotiate and enter into a Professional Services Agreement with Dutton Consulting for on-call administrative and program management services, on terms acceptable to the Administrator, in an amount not to exceed \$98,000 and through December 31, 2027, with expenditures limited to \$60,000 in Fiscal Year 2026–2027 unless additional budget authority is approved, and subject to review and approval as to form by BAWA General Counsel.

Approved By: Ward Simmons 09/10/2026

Approved By: Nora Gamino 09/10/2026

Approved By:

Approved By:

DUTTON CONSULTING

Grady D. Dutton, CA RCE 32974, MT PE 108562
Program, Project, and Development Management – Civil Engineering – Public Works
1550 Milwaukee Way, Missoula, Montana 59801 ~ (619) 992-8302 ~ gdexterd@gmail.com

September 9, 2026

BY Email: ngamino@cityofbishop.ca.gov

Bishop Area Wastewater Authority
377 West Line Street
Bishop, CA 93514

Attention: Nora Gamino, BAWA Administrator

Subject: Proposal for On-Call Engineering and Administrative Services

Nora,

Thank you for the opportunity to provide this Proposal in support of the Bishop Area Wastewater Authority (BAWA). It is my understanding BAWA has a need for Professional Services in the areas of Engineering and Administration. Our discussions and your review of my resume will indicate I have the required skill set to assist your office as you see fit. These are specialized services that require a range of experience and skills. I can assure you I am prepared to take on whatever tasks you may encounter.

A. Summary of Scope of Services:

The following list of services is based on my understanding of the likely tasks ahead. The list is necessarily broad, as services requested may vary over time. It is recommended a regular meeting between the BAWA Administrator and Dutton be scheduled to ensure clear communication and to provide a solid method for the Administrator to monitor progress of various tasks. It is understood most, if not all, the services will be provided remotely and it is recognized Dutton has the necessary experience and tools for that approach.

1. Act in direct support of the Administrator in support of the goals of the organization.
2. Manage/Assist in completion of the BAWA Joint Powers Agreement revision and implementation of the resulting organizational structure; identification, evaluation, and resolution of governance, property and facility ownership, operational responsibility, financial participation, and other organizational issues; and coordination with the member agencies and BAWA General Counsel as necessary.
3. Assist in revisions to the form, function, and content of BAWA's baseline budget.
4. Assist in negotiating the anticipated Professional Services Agreement with the selected firm for the Consolidated Regional Wastewater Treatment Plant (Plant).
5. Administer the contract and manage the efforts of the selected consultant.
6. Manage the CWSRF Grant as a team with the elected consultant.
7. Assist in development of and implement a funding and financing strategy for final design and construction, including identifying, evaluating, and pursuing available grants, loans, and other funding opportunities available to BAWA and its member agencies.
8. Prepare memorandum and reports as needed to BAWA or others as requested by the Administrator.

9. Present, or assist in presenting reports and other information to BAWA or other entities as requested.
10. If requested, assess various BAWA activities and provide recommendations and support.
11. Review documentation, including technical reports, staff reports and others as necessary.
12. BAWA has an existing agreement for consulting services with Willdan that describes in detail services to be provided by the current Assistant Administrator. That Assistant Administrator is expected to continue in this role and Dutton will work with the Administrator and the Assistant Administrator to determine a plan of action and roles and responsibilities for that effort. The scope of services will be shared, with the goal of accomplishing the tasks without redundancy and in an effective manner.
13. Manage and coordinate property acquisition and other real-property matters necessary for BAWA projects, including acquisition, easements, leases, rights-of-way, and coordination of related land use, jurisdictional, and agency approvals.
14. Other services as requested with mutual agreement between BAWA and Dutton. Documentation of such requests can be verbal or by email. I will document the requests when feasible with an email summary.

B. Form of Compensation: Hourly, Time and Materials:

In response to our discussions, I hereby propose we enter into an agreement that provides BAWA with a great deal of flexibility, while also providing Dutton with the appropriate freedom to complete the tasks as he deems necessary, with clear communication and regular updates.

I propose I provide the Services at an hourly rate of \$175.00 per hour.

I also propose the agreement include a provision regarding any stoppage of work requested by BAWA. I am willing to accept any reasonable form of communication regarding stopping work. An example would be an email from the Administrator that simply states "stop." I do not require a long advance notice. The only work I would do after that notice would be to prepare a brief status summary of my work or to complete specific items as requested. As to the services I am providing, should I encounter issues that result in my needing to stop providing services, I will strive to provide at least two weeks notice.

C. Time Period and Amount for Initial Agreement:

At this time, it is recommended that this initial agreement be for a period of 16 months, extending to December 31, 2027. The workload will vary over time. As an example, however, a projection of 8 hours per week for 16 months (70 weeks) would total 560 hours. At \$175 per hour, the amount would be \$98,000. This is an estimate only. For the purposes of the initial agreement, however, it is recommended the maximum amount that will be billed through June 30, 2027, will be sixty thousand dollars (\$60,000). Written authorization from the BAWA Administrator for services in excess of that \$60,000 limit will be required.

D. Duration/Expiration Date:

It is recommended the agreement duration be set to expire on December 31, 2027. There is no commitment by the BAWA to request services for any extended period. Having said that, it appears to be to the BAWA's advantage to set the agreement duration as noted, to provide future flexibility.

E. Reimbursables:

The BAWA will not provide any separate compensation for unreimbursed expenses such as computer, internet, phone, copying, mailing. No request for travel is anticipated, however, should a need be identified, Dutton will provide an estimate in advance and all receipts will be submitted for reimbursement with no markup

F. Time commitment and workload:

At this time, my workload continues to be flexible. I am prepared to commit the time required to provide the services needed for this effort. I am prepared to manage my workload with other clients to ensure this will work. This will vary as BAWA's needs and description of services move forward. I am an independent consultant. Dutton Consulting consists of me, as Sole Proprietor, as a self-employed professional who leverages specialized expertise to provide advice, solutions, and project support to multiple clients on a flexible, project-by-project basis.

Thanks again for this opportunity.

Sincerely,



Grady D. Dutton

DUTTON CONSULTING