



---

**COUNTY OF EL DORADO  
ENVIRONMENTAL MANAGEMENT DEPARTMENT**

---

Date: January 24, 2024

To: Board of Supervisors

From: Jeffrey Warren, REHS, Director of Environmental Management *JW*

**Subject: Amendment for the Clean Tahoe Program Agreement 7977**

The purpose of this memo is to provide your Board with an update regarding the forthcoming Board item (target is February 6, 2024) for an Amendment to the recent contract for the Clean Tahoe Program.

On September 12, 2023, your Board approved a two-year agreement (Agreement #7977 - Legistar item #23-1509), explicitly including the service period of April 1, 2023, through June 30, 2025. This term was specifically delineated in Article 1, Scope of Services as well as Article IV, Compensation for Services. However, despite the understanding and intent by all parties to include the retroactive term, the Contract term as written in Article III mistakenly began July 1, 2023, due to a drafting error in the procurement phase.

This amendment will allow the Department to pay for services performed between April 1, 2023, and June 30, 2023, as included in an invoice submitted for work performed between April 1, 2023, and September 30, 2023. We are unable to pay this invoice as required by Article IV of the Contract until this Amendment is adopted correcting the start date inconsistency.

Your Board may choose to deny the approval of this Amendment. This would result in the inability of the County to fund this essential program in the Lake Tahoe Basin. Further, EMD does not have staffing or other funding sources available to warrant the addition of permanent staff to perform the services under this Agreement.

Please feel free to reach out to me with any questions or concerns.

Cc: Tiffany Schmid, Chief Administrative Officer  
Tara Stout, Principal Management Analyst