


Holiday Island

Suburban Improvement District

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TO: HISID Board of Commissioners

FROM: Kevin Crosson, District Manager 

DATE: January 13, 2010

SUBJ: ***Consideration, Engineering Agreement with Mathis, Carter & Associates, P.A.***

Please find attached a Professional Services Agreement with Mathis, Carter & Associates, P.A. (MCA) of Eureka Springs, Arkansas. The District has maintained a very positive contractual relationship with MCA since 2003. The District has a relatively complex water distribution and wastewater collection system, given the size of the community and the terrain. Having access to a qualified engineer (who is also conveniently located in Eureka Springs) to solve system micro-problems and component failures has proven invaluable numerous times. In addition to their service to the District for trouble-shooting/emergency work, they have also designed a number of smaller improvements for the District over the years under this agreement. MCA, under a separate contract, was also the firm that completed the state-approved HISID Water Master Plan in 2004.

Until this year (from \$95/hour to \$110/hour), MCA has not passed on an hourly rate increase to the District since our original agreement in 2003. In addition, the District has required their services consistently on an annual basis so as to always exceed the \$1,000 base retainer fee. The table below outlines the annual fees paid to MCA over the past 5 years:

2009:	\$28,174
2008:	\$25,642
2007:	\$30,854
2006:	\$34,881
2005:	\$30,090

The District will continue to require their services in 2010 at comparable engineering levels, but will not require their licensing for our water and wastewater systems. As a result, we can expect a substantial reduction in expenditures for this contract. Staff will utilize their services to develop plans and specifications for both the sewer lift station rehabilitation project and the initial PRV rehabilitation project, both earmarked in the 2010 CIP. In addition, they will continue to refine and monitor the District's telemetry system, assist staff with the District's water loss program, and assist with various other smaller engineering projects.

Based on the numerous benefits of retaining a local engineer familiar with our system, as well as the level of quality services we have received in the past, staff recommends the Board approve the attached agreement, and authorize the District Manager to execute the document. Feel free to contact me at your convenience with any additional questions or comments regarding this issue. Thank you.

