



AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: August 4, 2015

Agenda Item 606

Approvals:

City Manager [Signature]
Dept. Head [Signature]
Attorney [Signature]
Finance [Signature]

Department: Public Works / Utilities
Prepared By: Bob Gamble, Utilities Wastewater Operations Supervisor

Subject: *APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH SIERRA ANALYTICAL FOR LABORATORY SERVICES.*

Fiscal Impact: Yes. The laboratory service with Sierra Analytical is estimated at \$250,000 for an 18 month period. Funding is from the line item budget in the Water, Sewer and Clean Ocean Operating Funds.

Summary: The City's Water Reclamation Plant is required by State and Federal regulations to sample various constituents in the treated wastewater discharged to the ocean as well as the recycled water delivered to reclamation sites in the City. Additionally, weekly, monthly and annual analysis of all drinking water supplied to San Clemente customers is required by the State of California as well as the Environmental Protection Agency.

As a result of these requirements, a laboratory consisting of two staff members located at the Water Reclamation Plant historically conducted many of the tests and took samples. In addition, approximately 25% of the required annual water and wastewater compliance testing that could not be performed by the "in house" lab staff was performed by a private laboratory. The City of San Clemente has historically used Sierra Analytical to perform compliance testing for all parameters that the City onsite lab was not certified to perform.

In late summer of 2014, the Laboratory Supervisor as well as the Laboratory Technician both resigned. As a result of these vacancies and the need to maintain State and Federal compliancy, the City is seeking to expand the current contractual services. While the City re-evaluates the budgeted vacancies and determines a strategy to maintain on-going compliancy, the City prepared a Request for Proposal for extended temporary lab services which was sent in April to multiple private laboratories. Sierra Analytical was the only firm to submit a proposal. Staff recommends Sierra Analytical based upon their proposal, team and past working history with the City. They are located in Laguna Hills, CA and accordingly, provides excellent response and turnaround time for all analysis.

Recommended

Action: STAFF RECOMMENDS THAT the City Council Approve and Authorize the Mayor to execute a Professional Services Agreement by and between the City of San Clemente and Sierra Analytical in an amount not to exceed \$250,000 based upon time and materials.

Attachments: Professional Services Agreement is Available at the City Clerk's Office.

Notification: None

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