



AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: November 7, 2017

Agenda Item 6-F

Approvals:

City Manager [Signature]

Dept. Head DR

Attorney MR

Finance [Signature]

Department: Utilities
Prepared By: David Rebensdorf, Utilities Director DR

Subject: *APPROVAL OF A SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH SIERRA ANALYTICAL LABS INC. FOR LABORATORY SERVICES.*

Fiscal Impact: Yes. A supplemental appropriation is needed for estimated expenditures through FY 2018 in the amount of \$121,000 within the Water and Sewer Operating line item budgets. A supplemental appropriation is recommended to the following accounts:

- 052-462-43890 - \$68,650
- 052-465-43890 - \$23,444
- 054-472-43890 - \$28,906

Summary: Staff recommends the City Council approve a Second Amendment to the contract with Sierra Analytical for laboratory services related to regulatory compliance.

**Background/
Discussion:** 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 irrigation customers in the City. Additionally, weekly, monthly and annual analysis of all potable water supplied to San Clemente customers is required by the State as well as the Environmental Protection Agency.

In March of 2017, the City Council approved a First Amendment to the contract with Sierra Analytical for Laboratory Services which increased the contract amount from \$250,000 to \$435,000 (an increase of \$185,000) to cover a 16 month period from March 2017 through June 2018. Additional funding is needed for the contract through the end of fiscal year 2018 due to: lengthy process in recruiting for the Laboratory Coordinator position, preparing laboratory records and time constraints involved in the State Environmental Laboratory Accreditation Program (ELAP) inspection schedule for laboratory certification, additional recycled water testing required for a second disinfection chlorine contact basin. Based on these reasons, staff is recommending an increase to the contract with Sierra Analytical in the amount of \$121,000 to fund projected laboratory testing through the end of fiscal year 2018. The proposed amendment increases the contract amount from \$435,000 to \$556,000.

In March of 2017, the City Council authorized the City Manager to extend the contract for an additional twelve months through fiscal year 2019 for an amount not to exceed \$130,000. Future laboratory contract services will be further evaluated once the lab certification is completed and the second laboratory position is filled.

Recommended

Action: STAFF RECOMMENDS THAT the City Council:

1. Approve and authorize the Mayor to execute, Amendment No. 2 to Contract #C15-53 by and between the City of San Clemente and Sierra Analytical. This Amendment increases the contract amount from \$435,000 to \$556,000 (an increase of \$121,000); and
2. Approve a supplemental appropriation in the amounts of \$68,650, \$23,444 and \$28,906 to account numbers 052-462-43890, 052-465-43890 and 054-472-43890, respectively.

Attachments: None.

Notification: None.

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