

Central Services  
**Joan Araujo**, Director

Engineering Services  
**Vacant**, Director

Roads & Transportation  
**Anitha Balan**, Director

Water & Sanitation  
**Vacant**, Director

Watershed Protection  
**Jeff Palmer**, Director

July 23, 2024

Board of Supervisors  
Ventura County Watershed Protection District  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject:**      **Approval of and Authorization for the Public Works Agency (PWA) Director to Execute Modification No. 1 to Consultant Services Contract AE24-012 with Physis Environmental Laboratories, Inc. for the Provision of Environmental Laboratory Services, Increasing the Total Contract Amount to \$775,133 (an Increase of \$585,133) and Extending the Term Until December 31, 2027; Authorization for the PWA Director to Make Limited Contract Amendments; Contract No. AE24-012; Project No. P6010561; All Watershed Protection Zones. All Supervisorial Districts.**

**Recommendations:**

1. Approve and authorize the Public Works Agency (PWA) Director or his designee to execute Modification No. 1 (Exhibit 1) to Consultant Services Contract AE 24-012 (Contract) with Physis Environmental Laboratories, Inc. for environmental laboratory services, increasing the total contract amount to \$775,133 (an increase of \$585,133) and extending the term until December 31, 2027.
2. Authorize the PWA Director or his designee to modify the Contract, as amended by Modification No. 1, to make non-substantive changes that do not result in additional costs or fiscal impacts to the County or the Watershed Protection District subject to County Counsel's review and approval.

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	Watershed Protection District Benefit Assessment and Permittee Contribution
Funding Match Required:	N/A
Impact on Other Department(s):	None



**Summary of Revenue and Total Costs:**

	<u>FY 2024-25</u>	<u>FY 2025-26 through FY2027-2028</u>
Revenue:	\$ 83,590	\$ 208,976
Costs:		
Direct	\$ 167,181	\$ 417,952
Indirect – Agency/Dept.	\$ 0	\$ 0
Indirect – County CAP	\$ 0	\$ 0
Total Costs	\$ 167,181	\$ 417,952
Net Costs	\$ 83,591	\$ 208,976
Recovered Indirect Costs	\$	\$

**Current Fiscal Year Budget Projections:**

<b>Current FY 2024-25 Budget Projection for Watershed Protection District Zone 1,2,3 &amp; 4 NPDES</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$3,246,600	\$3,246,600	\$3,246,600	\$0
Revenue	\$2,961,900	\$2,961,900	\$2,961,900	\$0
Net Cost	\$284,700	\$284,700	\$284,700	\$0

Sufficient appropriations and revenue are included in the FY2024-25 Watershed Protection District Zone 1,2,3 & 4 NPDES Budget. Sufficient appropriations and revenue will be included in the FY2025-26 through FY2027-28 Watershed Protection District Zones 1,2,3 & 4 NPDES Budget, as appropriate.

**Discussion:**

The Watershed Protection District (District) is requesting approval to execute Modification No. 1 to the existing contract (Contract) with Physis Environmental Laboratories, Inc. to provide chemical and physical analyses of surface water samples, including labor, materials, courier, analyses, and reporting. The work is to comply with the Ventura Countywide Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit (2010 Permit) and Los Angeles Regional Phase I MS4 NPDES Permit (2021 Permit) requirements. Modification No. 1 would increase the total amount of the Contract to \$775,133, an increase of \$585,133, including extra services. The District is acting on behalf of the Ventura Countywide Stormwater Quality Management Program (Program), a cooperative effort among the District, the County of Ventura, and the ten cities of Ventura County to implement and comply with



the 2010 and 2021 Permits. Together, these other agencies are contributing 50 percent of the total cost of this Contract.

The 2010 and 2021 Permits both require chemical and physical analysis of surface water samples, including stormwater, urban runoff, and ambient surface waters during wet and dry weather, with some differences in site numbers, locations, analyte lists, and number and type of required monitoring events. The 2010 Permit requirements are currently in place and the 2021 Permit requirements will begin once the Program's Coordinated Integrated Monitoring Program is approved by the Los Angeles Regional Water Quality Control Board. The 2010 Permit requires 14 sites to be monitored for three wet-weather events and one dry-weather event per monitoring year (July-June). The 2021 Permit requires 15 sites be monitored for three wet weather events and 4 monitoring sites be monitored for two dry weather events per monitoring year (July-June) This Contract includes the transition from 2010 Permit requirements to 2021 Permit requirements and is designed to cover monitoring under either permit.

Physis Environmental Laboratories, Inc. was initially selected for this Contract following a request for qualifications issued in 2023. This Contract was originally for a one-year trial period (monitoring year 2023/24) for a total contract amount of \$190,000, including extra services. The District is satisfied with Physis' performance during the first year and this modification will add time and budget to the Contract to cover three more years of laboratory services to meet permit requirements.

Modification No. 1 to the Contract has been negotiated with Physis Environmental Laboratories, Inc. of Anaheim, California. Modification No. 1 adds three years to the term of the existing Contract and increases the total not-to-exceed amount to \$775,133, an increase of \$585,133.

### **Strategic Plan:**

This item contributes to the Board's 2024-2027 strategic priority to provide:

- III. Reliable infrastructure and sustainability through
  - 3. Investing in sustainable infrastructure, renewable energy, and preservation of our natural resources.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel.



If you have any questions concerning this item, please contact Arne Anselm, Deputy Director, at (805) 654-3942, or the undersigned at (805)-654-2040.

Sincerely,



Jeff Palmer, P.E.  
Director  
Watershed Protection

Attachment:

Exhibit 1 – Modification No. 1 to Consultant Services Contract AE24-012

