



SUMMARY REPORT

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**Agenda Date:** 3/24/2020

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**To:** Board of Directors, Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District

**Department or Agency Name(s):** Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, South Park County Sanitation Districts

**Staff Name and Phone Number:** Ellen Simm / 521-1809

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

**Title:**

Laboratory Testing and Monitoring Services

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager acting on behalf of Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District to execute an agreement with Alpha Analytical Laboratories, Inc., for laboratory testing and monitoring services for water quality through March 31, 2025, in the amount of \$1,625,000.

**Executive Summary:**

Sonoma Water is subject to regulatory requirements that mandate routine water quality testing. In addition, situations sometimes arise that necessitate sampling during off-hours, including storm events, treatment plant failures, and other emergency situations requiring immediate analysis. Alpha Analytical Laboratories, Inc. (Consultant) will provide the staff and expertise needed to conduct routine testing, and to accommodate these emergencies.

**Discussion:**

Sonoma Water must comply with various monitoring and testing requirements issued by the United States Environmental Protection Agency, the State Water Resources Control Board - Division of Drinking Water, the North Coast Regional Water Quality Control Board, and the San Francisco Bay Regional Water Quality Control Board for drinking water, storm water, wastewater, industrial waste, and landfill sludge. In addition, Sonoma Water is required to perform Russian River estuary water quality monitoring pursuant to North Coast Regional Water Quality Control Board and the California Coastal Commission requirements, and Temporary Urgency Change Petition water quality monitoring on the mainstem Russian River pursuant to State Water Resources Control Board requirements.

SELECTION PROCESS

On November 4, 2019, Sonoma Water issued a Request for Statements of Qualifications (RFQ) to the following eight firms:

1. Alpha Analytical Laboratories, Inc., Ukiah, CA

2. Brelje and Race Laboratories, Inc., Santa Rosa, CA
3. Caltest Analytical Laboratory, Napa, CA
4. Environmental Technical Services, Petaluma, CA
5. Excelchem Environmental Laboratories, Inc. Rocklin, CA
6. Frontier Analytical Laboratory, El Dorado Hills, CA
7. McCampbell Analytical, Inc., Pittsburg, CA
8. Torrent Laboratory, Inc., Milpitas, CA

The RFQ was also posted on the Sonoma County Water Agency and County of Sonoma Purchasing Department websites.

The following six firms responded:

1. Alpha Analytical Laboratories, Inc.
2. BSK Associates, Rancho Cordova, CA
3. Caltest Analytical
4. Davi Laboratories, Environmental Associates, Hercules, CA
5. Frontier Analytical Laboratory
6. Myro-Delta Laboratories, Benicia, CA

The following criteria were used to evaluate each firm:

1. Thoroughness of SOQ.
2. Professional qualifications and demonstrated ability to perform the work.
3. Exceptions to agreement terms.

Alpha Analytical Laboratories Inc. (Consultant) was selected to perform the work because of its ability to provide laboratory services (courier services and a wide variety of complex testing) for Sonoma Water seven days a week, an impressive resume of current municipal and business clients with similar testing requirements as Sonoma Water, an extensive detailed listing of analytical equipment (organic and inorganic analysis equipment) used within its laboratory demonstrating its capital investment in capacity to handle work load, its large fleet of courier vehicles for sample pickup and transport, and its high number of experienced, long term personnel.

Consultant's previous work has been exemplary. Also, Consultant's quality assurance manager, sample control director, drivers, accounting staff, and production chemists and technicians, communicate directly with Sonoma Water on a regular basis to ensure quality and defensible data. Consultant's professionalism and continued commitment to Sonoma Water has been outstanding.

#### SERVICES TO BE PERFORMED

Under the proposed agreement, Consultant will provide:

1. Laboratory testing and monitoring services for drinking water, storm water, wastewater, surface water (estuary), and industrial waste and landfill analysis for sludge on an as-needed basis, 24 hours a day, 7 days a week.
2. Regularly scheduled sample pickups and on-demand, and unscheduled sample pickups within 2 hours, meeting required analysis hold times.
3. Labor, equipment, and material necessary to perform the tests required.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

**Prior Board Actions:**

03/21/2017: Approved agreement between Sonoma Water and Sanitation Districts, and Alpha Analytical Laboratories, Inc. for laboratory testing and monitoring services. Cost \$975,000; term end 04/01/2020.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses	\$100,000	\$325,000	\$325,000
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$100,000</b>	<b>\$325,000</b>	<b>\$325,000</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$100,000	\$325,000	\$325,000
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$100,000</b>	<b>\$325,000</b>	<b>\$325,000</b>

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$100,000 is available from FY 2019/2020 appropriations for the associated Sonoma County Water Agency Funds and Sanitation District Funds. FY 2020/2021, 2021/2022, 2022/2023, 2023/2024, and 2024/2025 appropriations will be budgeted in those fiscal years.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1: Agreement

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**Related Items “On File” with the Clerk of the Board:**

None