

# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: JUNE 27, 2022**

**SUBJECT: RFP NO. 2159 - PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH EUROFINS EATON ANALYTICAL, LLC OF MONROVIA, CALIFORNIA FOR WATER QUALITY LABORATORY TESTING AND ANALYTICAL SERVICES FOR A THREE-YEAR TERM IN AN AMOUNT OF \$3,000,000 WITH THE OPTION OF TWO ONE-YEAR EXTENSIONS IN THE ANNUAL AMOUNT OF \$1,000,000**

**ISSUES:**

Consider approving the expenditure of \$3,000,000 for Request for Proposal No. 2159 for water quality laboratory testing and analytical services for a three-year contract term in the amount of \$3,000,000 with the option for two one-year extensions in the annual amount of \$1,000,000; and recommend that the City Council approve a Professional Consultant Services Agreement with Eurofins Eaton Analytical, LLC of Monrovia, California for RFP No. 2159.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve the expenditure of \$3,000,000 for RFP No. 2159 for water quality laboratory testing and analytical services, for a three-year term in the amount of \$3,000,000 plus two optional one-year extensions in an annual amount of \$1,000,000; and
2. Recommend that the City Council approve a Professional Consultant Services Agreement with Eurofins Eaton Analytical, LLC of Monrovia, California from RFP No. 2159 for water quality laboratory testing and analytical services for a three-year term in the amount of \$3,000,000 plus two optional one-year extensions in an annual amount of \$1,000,000.

**BACKGROUND:**

The Public Utilities Department Water Division is required by the United States and California Environmental Protection Agencies to comply with both the Federal and State Safe Drinking Water Acts and environmental laws pertaining to drinking and environmental water quality. The water division collects over 29,000 water samples for laboratory testing from its drinking water sources, treatment plants, distribution system, and non-potable sources. These samples are required to be analyzed by a state certified laboratory. The sample results are reported to various regulatory agencies. The current Professional Consultant Services Agreement with Babcock Laboratories, Inc. expires on June 30, 2022.

**DISCUSSION:**

Request for Proposals No. 2159 was posted on the City's Online Bid System on January 28, 2022, and closed February 24, 2022. Four (4) vendors submitted proposals. Five members of the Water Operations and Engineering staff evaluated the proposals and deemed Eurofins Eaton Analytical LLC, Monrovia, California to be the top ranked proposer. The proposals are summarized in the table below:

Consultant	Weighted Score Evaluations						
	Approach & Methodology (10%)	Experience (20%)	Professional References (10%)	Qualifications (35%)	Cost Proposal (25%)	Total Score	Rank
Eurofins Eaton Analytical, LLC Monrovia, CA	96	180	84	315	250 (\$796,010)	925	1
Babcock Laboratories, Inc. Riverside, CA	100	192	92	308	222 (\$885,145)	914	2
Enthalpy Analytical, LLC Orange, CA	83.5	178	79	273	168 (\$1,169,454)	781.5	3
BSK Associates Fresno, CA	71	132	64	217	230 (\$854,238)	714	4

Although an engineering estimate is not typically performed on this type of service, Water Operations staff estimated the annual analytical services contract to be between \$888,000 - \$938,000 per year for normal required analytical services. This amount varies year to year due to regulatory sampling requirements, for example some analyses are only required every three years, while others are weekly. These numbers can also vary due to resamples for positive bacteriological resamples, emergency rush samples or special samples for investigations. Pricing has been adjusted to cover the average expenditures that fall into the resample, emergency or rush categories, therefore the total amount requested is \$1,000,000 per year.

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 23812.

Based on direction from the City Council on May 17, 2022 regarding professional services agreements, this Board report is presented as an approval of the expenditure and recommendation to the City Council for approval of the execution of the professional services agreement. The professional services agreement will be presented to the City Council for final approval.

**STRATEGIC PLAN ALIGNMENT:**

This item aligns with **Strategic Priority 4 - Environmental Stewardship** and **Goal 4.2 - Sustainably manage local water resources to maximize reliability and advance water reuse to**

ensure safe, reliable and affordable water to our community.

The actions align with the five Cross-Cutting Threads as described below:

1. **Community Trust** – Riverside is transparent and produces a summary of the Water Quality Results, obtained from the laboratory services contract in the annual Water Quality Report.
2. **Equity** – Maintaining water quality that meets State and Federal drinking water standards benefits Riverside residents, businesses, and visitors.
3. **Fiscal Responsibility** – Riverside seeks to maintain compliance with all State and Federal Regulations and monitoring requirements thus avoiding any monetary violations.
4. **Innovation** – Riverside works collaboratively with their contract laboratory to come up with innovative solutions to data management, and deliverables.
5. **Sustainability & Resiliency** – Communities are reliant on their water resources to thrive, providing high quality water will ensure Riverside's sustainability and resiliency.

#### **FISCAL IMPACT:**

The total estimated cost per year is \$1,000,000, only actual expenditures for services rendered will be incurred. The Fiscal Years 2022/23 – 2023/24 budget will be considered by the City Council in June 2022. Upon approval, sufficient funds will be available in in Public Utilities Professional Services Account No. 6200000-421000. The annual funding for this contract will be brought back for Board approval under the Annual Purchase Order renewals in future years.

Prepared and

Approved by:	Todd M. Corbin, Utilities General Manager
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Certifies availability

of funds:	Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/City Treasurer
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Attachments:

1. RFP Award Recommendation
2. Services Agreement
3. Presentation