



## Staff Report

**TO:** City Council  
**FROM:** Thaxton Van Belle, Director of Water Reclamation  
**DATE:** June 18, 2024  
**SUBJECT:** Award a Professional Services Agreement with Clinical Laboratory Services Inc. to Provide Laboratory Testing Services for the Wastewater Treatment Plant

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**Description** Award a three-year contract to Clinical Laboratory Services of San Bernardino to provide laboratory testing services for the City's Wastewater Treatment Plant (WWTP) as required to meet federal and state permit requirements.

### **Background and Analysis:**

The City's WWTP and wastewater collection system is permitted by the U.S. Environmental Protection Agency (USEPA) and the State Water Quality Control Board under Order No. R8-2022-0042 and NPDES No. CA0105376 to collect wastewater, treat wastewater, and discharge treated wastewater. The permits require that wastewater from the WWTP be sampled and tested by a certified laboratory that documents the laboratory results to the State Water Quality Control Board per the requirements within the Monitoring and Reporting Program section of the NPDES permit.

The City's existing contract for laboratory testing with Clinical Laboratory Services of San Bernardino, Inc., is expiring on June 30, 2024, after 5 years of service including two 1-year extensions under the terms provided for in the existing contract.

The City issued a request for proposals (RFP) on May 14, 2024. The RFP specified the scope of services, including the specific analyses of wastewater required and the estimated number of tests needed during the course of the fiscal year.

The City received 2 proposals from the following certified laboratory testing firms:

- Babcock Laboratories, Inc.
- Clinical Laboratory Services of San Bernardino, Inc.

Staff evaluated the proposals and ranked each proposal in accordance with the scoring criteria identified in the RFP. The proposal cost for laboratory testing each wastewater constituent was a factor in selecting a certified laboratory firm.

Staff is recommending Clinical Laboratory Services of San Bernardino, Inc. to provide Laboratory Testing Services for the WWTP for a three-year contract paid at the cost per test included in the attached proposal.

**Fiscal Impact:**

Laboratory Testing Services is estimated at \$88,300 on a projected cost per test analysis as found in the proposal for fiscal year 24/25 and will be paid from account 700-4050-7068-0000.

The cost to prepare this report is estimated at \$150.

**Recommended Action:**

Award a Professional Services Agreement with Clinical Laboratory Services of San Bernardino, Inc., for a term of three years at the cost per test rates in the attached proposal.

**Attachments:**

- A. Professional Services Agreement
- B. Proposal by Clinical Laboratory Services of San Bernardino, Inc.
- C. Laboratory Testing Services RFP
- D. Levine Act Statement