



Camarillo City Council

AGENDA REPORT

Date: June 11, 2025

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Carmen Nichols, Assistant City Manager

Subject: Fifth Amendment to Professional Services Agreement with Solid Waste Solutions, Inc. for Solid Waste Project Management

BACKGROUND

The City of Camarillo manages contract services and programs for the collection of solid waste, organic waste, and recyclable materials. Due to the evolving and complex nature of state regulations, professional consulting services are necessary to support ongoing compliance and program development.

To address these needs, the City entered into an agreement with Solid Waste Solutions, Inc. (SWS) in 2021, following a formal Request for Proposals process. SWS has since supported the City in several solid waste management projects including developing its organic waste recycling program.

DISCUSSION

SWS brings specialized knowledge and regional experience, providing similar services to cities such as Agoura Hills, Calabasas, Carpinteria, Goleta, Malibu, Ojai, Oxnard, and Santa Paula. Their familiarity with local service providers and facility operations including solid waste disposal, recycling, and composting makes their continued support essential to the effective management and continuity of the City's waste programs.

On March 1, 2021, the City entered into Agreement No. CC 2021-28 with Solid Waste Solutions, Inc. (SWS) to provide solid waste project management services, with an initial not-to-exceed amount of \$29,000. Since then, the City has approved four amendments to the agreement, as summarized below.

- **First Amendment (October 13, 2021):** Extended the term through October 31, 2022, and increased the not-to-exceed amount to \$50,000, bringing the total agreement amount to \$79,000.

- **Second Amendment (June 8, 2022):** Extended the term through June 30, 2023, and added amount not-to-exceed of \$75,000 for a revised total of \$154,000.
- **Third Amendment (June 28, 2023):** Extended the term through June 30, 2024, and added amount not-to-exceed of \$75,000, for a revised total of \$229,000.
- **Fourth Amendment (June 26, 2024):** Extended the term through June 30, 2025, and added amount not-to-exceed of \$75,000, for a revised total of \$304,000.

SWS has consistently delivered quality service and played a key role in advancing the City's solid waste and recycling programs. Upcoming priorities include continued support for SB 1383 organics compliance, expanding public outreach and education, and assisting with the implementation of Climate Action Plan initiatives related to waste management and carbon sequestration.

Given the City's positive experience with SWS, staff recommend approval of the Fifth Amendment to Agreement No. CC 2021-28E, which continues project management services through June 30, 2025, for an additional \$75,000, maintaining the total contract amount at \$379,000. The proposed scope of services is included in Exhibit A of the Fifth Amendment (Attachment 1).

FISCAL IMPACT

Funds for Fifth Amendment to Agreement No. CC 2021-28E for Solid Waste Project Management Services with Solid Waste Solutions, Inc., for Fiscal Year 2025/26 are included in the Solid Waste Professional Services Administrative Account No. 805-3505-435.32-01 and Solid Waste Grant Programs/SB 1383 OWR Account No. 805-3510-435.71-53.

CEQA DETERMINATIONS

City staff determined, in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, that solid waste project management consulting services are not subject to CEQA review because it can be seen with certainty that there is no possibility that these services may have a significant effect on the environment.

RECOMMENDATION

Authorize the City Manager to execute Agreement No. 2021-28E with Solid Waste Solutions, Inc., for an amount not-to-exceed \$75,000, and total Agreement amount of \$379,000.

ATTACHMENTS

1. Fifth Amendment to Agreement No. CC 2021-28E - Solid Waste Solutions, Inc. (Solid Waste Project Management)

SWS, Inc. - Fifth Amendment to PSA

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REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None