



Camarillo City Council

AGENDA REPORT

Date: December 13, 2023

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Dave Klotzle, Public Works Director

Subject: Non-Stormwater Major Outfall Screening and Source Investigation
- Professional Services Agreement

BACKGROUND

As an operator of the Municipal Separate Storm Sewer System (MS4), the City of Camarillo (City) is subject to regulatory requirements pursuant to the 2021 Regional National Pollutant Discharge Elimination System (NPDES) Municipal Stormwater Permit, Order No. R4-2021-0105 (Regional MS4 Permit). The Regional MS4 Permit requires that the City perform non-stormwater outfall-based screening for all major drainage outfalls that discharge to a Water of the United States (WOTUS) and perform a source investigation on all major outfalls determined to have a significant discharge. Major outfalls determined to have a significant discharge that cannot be abated are required to be subjected to long term monitoring.

DISCUSSION

Consultant professional services are required to assist the City with finalizing an inventory of major outfalls to be screened, in accordance with the requirements of the Regional MS4 Permit. Additionally, the consultant will be required to perform the outfall screening and source identification of major outfalls determined to have a significant discharge and follow the protocols identified with the draft Coordinated Integrated Monitoring Plan (CIMP) and Regional MS4 Permit. The consultant will also evaluate all results from the outfall screening and source identification and provide recommendations for major outfalls that will require long-term monitoring.

The City has partnered with PlanetBids to advertise, post, distribute, and receive electronic responses to the City's solicitations. On September 9, 2023, staff posted a Request For Qualifications (RFQ) for professional services for the City's major outfall screening and source investigation on the PlanetBids City of Camarillo portal and an advertisement was posted in the Camarillo Acorn. Proposals were received on October 16, 2023.

Staff reviewed all submitted SOQs and determined that Rincon Consultants, Inc. (Rincon) is the most qualified firm to provide the necessary professional services for the major outfall screening and source investigation. Rincon has significant experience performing outfall screening and source investigations, has performed similar work throughout Ventura County, and is familiar with the requirements of the CIMP and Regional MS4 Permit.

Staff has negotiated a scope of services and fee with Rincon and recommends approving a standard professional services agreement with Rincon in an amount not-to-exceed \$191,098 and authorizing a contingency in the amount of \$29,000 (approximately 15%) for unforeseen additional services, if required, for a total agreement authorization of \$220,098.

FISCAL IMPACT

Funds for the major outfall screening and source investigation are included in the FY 2023/24, General Fund, Storm Water Management Budget, in the amount of \$150,000. However, an additional appropriation of \$70,100 in Account No. 101-3140-434.32-01 from available General Fund Unassigned Fund Balance is required.

CEQA DETERMINATIONS

The City's major outfall screening and source investigation is not subject to California Environmental Quality Act (CEQA) review pursuant to Section 15301 of the CEQA Guidelines, which exempts from CEQA review projects that consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographic features involving negligible or no expansion of existing or former use. This agenda item meets the criteria for this exemption because the work performed is maintenance of existing City structures and facilities.

RECOMMENDATION

1. Find the major outfall screening and source investigation exempt from review under the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines; and
2. Authorize an appropriation of \$70,100 for the professional services agreement and contingency in the General Fund, Storm Water Management Budget, Account No. 101-3140-434.32-01 from available General Fund Unassigned Fund Balance; and
3. Authorize the City Manager to execute Professional Services Agreement No. 2023-159 with Rincon Consultants, Inc. in an amount not-to-exceed \$191,098 for professional services and authorize a contingency in the amount of \$29,000 for a total agreement authorization of \$220,098; and

4. Authorize the City Manager to execute future amendments to the Agreement with Rincon Consultants for unforeseen additional services up to the authorized contingency amount.

ATTACHMENTS

1. CC Agreement No. 2023-159

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None.