

**APPROVED**  
DEC 10 2014

REPORT OF GENERAL MANAGER

NO. 14-309

DATE December 10, 2014

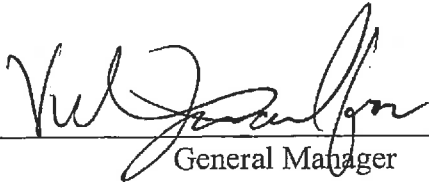
**BOARD OF RECREATION  
& PARK COMMISSIONERS**

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED PERSONAL SERVICE CONTRACT FOR LABORATORY TESTING AND ANALYSIS SERVICES WITH WECK LABORATORIES, INC.

R. Adams	_____	V. Israel	_____
<i>for</i> R. Barajas	<u>CSP</u>	K. Regan	_____
H. Fujita	_____	N. Williams	_____

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Find, in accordance with Charter Section 1022, that the Department of Recreation and Parks (Department) does not have available in its employ personnel with sufficient time or the necessary technical training, expertise and certifications to perform laboratory testing and analyses for water quality parameters in a safe, timely and legal manner, and it is more feasible, economical and in the Department's best interest to have these services performed by a qualified independent contractor on an as-needed basis;
2. Find pursuant to Charter Section 371(e)(8) that the Department may piggyback on the Department of Water and Power's (DWP) Agreement Number 47208A-4 for provision of the required laboratory testing and analysis services because contracts for cooperative arrangements with other governmental agencies for the utilization of the purchasing contracts, and professional, scientific, expert or technical services contracts of those agencies and any implementing agreements are an exception to the City's competitive bidding requirements;
3. Approve a proposed Personal Service Contract for as-needed laboratory testing and analysis services between the Department and Weck Laboratories, Inc., substantially in the form on file in the Board Office, subject to the approval of the Mayor and the City Attorney as to form;

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4. Direct the Board Secretary to transmit forthwith the Contract to the Mayor for approval, in accordance with Executive Directive No. 3, and concurrently to the City Attorney for expedited review and approval as to form; and,
5. Authorize the Board President and Secretary to execute the Contract upon receipt of the necessary approvals.

### SUMMARY:

The Department has drinking water sources and recreational water features at various facilities that require water quality testing and analysis to address maintenance needs, public health and safety issues, regulatory compliance reporting, and emergency incidents. For example, the drinking water at Decker Canyon Camp and Camp Valcrest is supplied by groundwater wells that require water quality reporting to the Los Angeles County Department of Health Services; and recreational lakes - such as those at the Sepulveda Basin and Reseda Park - that require testing to determine lake management responses needed to solve water quality problems, as well as to comply with the reporting requirements of the California Regional Water Quality Control Board.

Performing water quality testing and analyses require the services of a state-accredited laboratory that has the technical and specialized capabilities to perform the tests required for a client's particular circumstance or situation. The Department has used the DWP and Department of Public Works, Bureau of Sanitation's laboratories for water quality testing. However, due to their workload volume and priorities, getting laboratory services in a timely manner to meet Department compliance reporting deadlines and responding to critical situations in the field can be very unpredictable, thus requiring the availability of a more reliable option.

DWP has a contract (Agreement No. 47208A-4) with Weck Laboratories to provide support to its in-house Water Quality Laboratory. DWP released a Request for Proposals (RFP) on September 20, 2013, seeking qualified firms/organizations to provide laboratory testing and analysis services. Weck Laboratories was selected as being the most qualified and a contract was executed in February 2014.

This cooperative arrangement to piggyback on the existing contracts of City departments as well as other governmental agencies is allowed under Charter Section 371(e)(8) as an exception to the City's competitive bidding process. The using department must establish its own contract, contract number and cost ceiling, while utilizing the same prices, terms and conditions set forth in the piggyback contract. This process is more timely and efficient than distributing a new Request for Proposal (RFP) for the required services.

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The Department has conferred with DWP's Laboratory Manager and Weck Laboratories about piggybacking on their Agreement and both have concurred with that arrangement. DWP sent a letter to the Controller's Office, dated October 9, 2014, authorizing the Department's use of the Agreement until its expiration on February 9, 2017. As part of the process, the Department will be issued its own contract and contract number, and, therefore, can set its own annual cost ceiling which will not affect DWP's total compensation stated in its Agreement for laboratory testing and analysis services.

Staff is recommending that the Board authorize the Department to piggyback on DWP's personal service agreement with Weck Laboratories, Inc., (Agreement No. 47208A-4) until its expiration date of February 9, 2017, and establish a total cost ceiling of \$50,000 annually.

### FISCAL IMPACT STATEMENT:

Services provided under the Weck Laboratories contract will be on an as-needed basis and will be primarily funded through Fund 302, Department 88, Account 003040.

This report was prepared by David Attaway, Environmental Supervisor, and reviewed by Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch.