



Caring for Our Coast

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March 19, 2024

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

43 March 19, 2024

JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

Dear Supervisors:

**INCREASE AMOUNT TO AS-NEEDED ENVIRONMENTAL  
CONSULTING SERVICES MASTER AGREEMENT  
(SUPERVISORIAL DISTRICTS 2, 3 AND 4)  
(3 VOTES)**

**SUBJECT**

This action is to request approval to increase the aggregate annual amount for the As-Needed Environmental Consulting Services Master Agreement by \$500,000 for the fourth and last renewal option year of the Master Agreement, to fund the increased need for environmental consulting services to meet compliance directives related to septic system monitoring in County-owned, controlled, and managed beaches and to address increasing regulatory requirements at Marina del Rey and County-owned, controlled, and managed beaches.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed action is not subject to the California Environmental Quality Act for the reasons stated in this Board letter.
2. Approve an increase to the maximum annual amount for the As-Needed Environmental Consulting Services Master Agreement from \$500,000 to \$1,000,000, effective upon Board approval, for the fourth optional renewal year, increasing the maximum aggregate amount for all executed Master Agreements from \$3,850,000 to \$4,400,000 which is inclusive of an additional 10% annually for unforeseen services.
3. Reaffirm the Director's delegated authority, or his designee, to increase the aggregate amount of the As-Needed Environmental Consulting Services Master Agreement by up to 10%, in any year, including any renewal option period of the Master Agreements, for any additional or unforeseen

services within the scope of these agreements.

4. Reaffirm the Director's delegated authority, or his designee, to award and execute Master Agreements to i) add additional contractors as they become qualified throughout the term of the Master Agreements; ii) execute and amend individual Work Orders to incorporate changes as necessary; iii) execute amendments should a contracting entity merge, be acquired or change its entity; iv) add or delete services and categories to the Master Agreement as they become necessary; and v) suspend or terminate agreements if, in the opinion of the Director or his designee, it is in the best interest of the County of Los Angeles to do so.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow the Department of Beaches and Harbors (Department) to increase the annual contract amount for the As-Needed Environmental Consulting Services Master Agreements previously approved by your Board on February 19, 2019, after initial approval of the Master Agreements on April 3, 2018. The recommended action will increase the maximum annual amount from \$500,000 to \$1,000,000, not including the additional 10% available annually for unforeseen services.

The Department has a responsibility to maintain and operate septic systems at County-owned, controlled and managed beaches, and ensure the proper treatment of sewage is regulated by the 18 discharge permits issued by the California State Water Resources Control Board (CSWRCB). The permits require monitoring and reporting of the septic systems' performance, and the failure to do so would result in State-issued permit violations and fines to the Department.

This increase will allow the Department to streamline the permit-required monitoring and reporting activities and utilize its qualified contractors to ensure the septic systems will be monitored properly and reported as required to the CSWRCB. Also, allow the Department to address other increasing regulatory requirements and continue to ensure sensitive environmental resources are protected from incidental harm during the performance of regular maintenance tasks in Marina del Rey and County-owned, controlled, and managed beaches. The requested services are provided on an as-needed basis.

### **Implementation of Strategic Plan Goals**

Approval of the increase to the As-Needed Environmental Consulting Services Master Agreements will promote and further Board-approved Strategic Plan Goal II, Foster Vibrant and Resilient Communities, Strategy II.2, by enabling the Department to operate well maintained recreational County facilities and preventing potential public health and environmental hazards at County-owned, controlled, and managed beaches.

### **FISCAL IMPACT/FINANCING**

Upon your Board's approval, the maximum annual amount for the As-Needed Environmental Consulting Services Master Agreements will increase from \$500,000 to \$1,000,000 for the fourth and last optional renewal year, and if exercised, the maximum aggregate amount for all executed Master Agreements will increase from \$3,850,000 to \$4,400,000, which is inclusive of an additional 10% annually for unforeseen services.

The Master Agreements do not guarantee any contractor a minimum amount of work, and costs will only be incurred as services are requested through Work Orders. Payment for work will be on an hourly basis and subject to the total maximum compensation specified in each individual Work Order.

There is sufficient appropriation in the Department's Fiscal Year (FY) 2023-24 Final Adopted Budget to partially fund the contract services. One-time funding will be requested in the Department's FY 2024-25 Recommended Budget to fully fund the contract services, which will be offset by departmental savings.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The approval of this action does not change any terms and conditions related to the subject Master Agreement.

All delegated authority and Master Agreement terms and conditions remain as previously approved by your Board.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed action is not subject to the California Environmental Quality Act (CEQA), because it is an activity that is excluded from the definition of a "Project" by section 21065 of the Public Resources Code and section 15378(b) of the State CEQA Guidelines. The proposed action is an organizational or administrative activity of government which will not result in direct or indirect physical changes to the environment.

### **CONTRACTING PROCESS**

There are currently 18 contractors on this Master Agreement with varying specialties, including biologists, certified arborists, environmental specialists and water quality specialists. As required, the Department will use the Master Agreement's selection procedure to choose the contractor(s) to provide needed environmental consulting services.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There is no negative impact on current services or projects. Approval of this action will provide increased funding for the Department's continued use of contractors to provide essential environmental consulting services.

### **CONCLUSION**

Upon Board approval, please authorize the Executive Officer of the Board to send an adopted copy of the Board letter to the Department of Beaches and Harbors.

The Honorable Board of Supervisors

3/19/2024

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Jones". The signature is fluid and cursive, with a large initial "G" and "J".

GARY JONES

Director

GJ:AV:kd

c: Chief Executive Officer

County Counsel

Executive Officer, Board of Supervisors