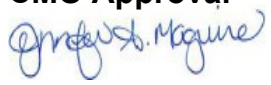


CITY COUNCIL ACTION REQUEST			
DEPARTMENT(S) Environmental Services	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	COORDINATION City Attorney's Office, City Manager's Budget Office	Director Approval /s/ Jeffrey Provenzano
COUNCIL DISTRICT(S) Citywide			CMO Approval  <div style="text-align: right;">4/2/25</div>
SUBJECT: Amendment to the Master Consultant Agreement with BSI America Professional Services, Inc. for Environmental Services			
RECOMMENDATION			
<p>Approve the First Amendment to the Master Consultant Agreement with BSI America Professional Services, Inc. for environmental, health, and safety consultant services at the San José-Santa Clara Regional Wastewater Facility, increasing the amount of compensation by \$356,000 for a total maximum compensation not to exceed \$606,000.</p>			
BASIS FOR RECOMMENDATION			
<p>City staff completed a competitive Request for Proposal process for a Master Consultant Agreement (MCA) for consulting services to provide environmental, health, and safety assistance at the San José-Santa Clara Regional Wastewater Facility for up to a three-year period. In September 2023, the City executed a MCA for consulting services totaling \$250,000 with BSI America Professional Services, Inc. The Environmental Services Department has issued service orders with BSI America Professional Services, Inc. totaling \$189,041 to-date for various projects, including the update of safety programs, facilitation of closing findings from a Health and Safety Program Assessment Report, and provision of onsite environmental health and safety compliance support at the San José-Santa Clara Regional Wastewater Facility.</p> <p>The Environmental Services Department's Wastewater Management Division has been focused on improving workplace safety at the San José-Santa Clara Regional Wastewater Facility and has benefitted from having BSI America Professional Services, Inc. The consultant has provided expert insights, identified potential risks, and has recommended best practices to ensure compliance with environmental, health, and safety regulations. Initially, the consultant provided program evaluations and recommended improvements; due to turn-over on the environmental health and safety team and difficulty hiring and retaining qualified staff at the RWF, the consultant is now also providing onsite technical consultation services while newly hired staff are trained. Increasing the Master Agreement's maximum total compensation from \$250,000 to \$606,000 will allow BSI America Professional Services, Inc. to continue its services through August 31, 2026 (MCA expiry date). This will guarantee professional consulting services to ensure that a critical facility, the San José-Santa Clara Regional Wastewater Facility, continues to improve best practices, enhance compliance, and mitigate risks.</p>			
COMMISSION RECOMMENDATION AND INPUT			

The Treatment Plant Advisory Committee will consider this item on April 10, 2025. A supplemental memorandum with the Committee's recommendation will be included in the amended April 15, 2025, City Council meeting agenda.

COST AND FUNDING SOURCE

The recommended amendment to this Master Consultant Agreement with BSI America Professional Services, Inc. to authorize additional maximum compensation in the amount of \$356,000 is funded by the Non-Personal/Equipment appropriation to the Environmental Services Department in the San José-Santa Clara Treatment Plant Operating Fund.

FOR QUESTIONS CONTACT: Behilma Magday, Program Manager, (408) 975-2593 or behilma.magday@sanjoseca.gov