

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT
AND RECORD OF ACTION**

November 5, 2024

FROM

NOEL CASTILLO, Chief Flood Control Engineer, Flood Control District

SUBJECT

Amendment to Contract with WEST Consultants, Inc. for San Bernardino County Hydrology Manual and Detention Basin Design Criteria Update

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Flood Control District, approve **Amendment No. 1 to Contract No. 23-25** with WEST Consultants, Inc., for professional civil engineering services to update the San Bernardino County Hydrology Manual and Detention Basin Design Criteria, extending the term of the contract by one year, for a new total term of January 24, 2023, to January 23, 2026, with no change to the contract amount of \$1,141,242. (Presenter: Noel Castillo, Chief Flood Control Engineer, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The San Bernardino County Flood Control District (District) is funded by property taxes, fee revenue, and other local, state, and federal funding. Amendment No. 1 (Amendment) to Contract No. 23-25 (Contract) with WEST Consultants, Inc. (WEST) will not impact the District's finances. The total contract amount of \$1,141,242 is funded with property tax revenue. Sufficient appropriation and revenue have been included in the District's 2024-25 budget (1970002510-FL0115) and will be included in future recommended budgets.

BACKGROUND INFORMATION

The District's first San Bernardino County Hydrology Manual (Hydrology Manual) was released in May 1983 and updated in August 1986. In September 1987, the District issued Detention Basin Design Criteria to be used by agencies and developers in the development of land, and the design and construction of required detention basins. Since then, the District has not comprehensively updated the Hydrology Manual or the Detention Basin Design Criteria, though the District issued an addendum to the Hydrology Manual in April 2010 to address arid regions in the County. The District, County residents, public agencies, and developers all rely upon and use the Hydrology Manual and Detention Basin Design Criteria to prepare hydrology analyses for any proposed new projects, drainage studies, Comprehensive Storm Drain Plans, and Master Plans of Drainage.

**Amendment to Contract with WEST Consultants, Inc. for San Bernardino County Hydrology Manual and Detention Basin Design Criteria Update
November 5, 2024**

On January 10, 2023 (Item No. 57), the Board of Supervisors approved the Contract with WEST to provide professional civil engineering services for updating the San Bernardino County Hydrology Manual and Detention Basin Design Criteria.

Pursuant to its Contract with the District, WEST is updating the current Hydrology Manual and Detention Basin Design Criteria, which includes updates due to climate change considerations. The Hydrology Manual and Detention Basin Design Criteria update will provide more detail and flexibility in the hydrology calculation by using new technology and software that will increase productivity and improve workflow with more quality control. This will improve the process and experience of preparing new projects, drainage studies, Comprehensive Storm Drain Plans, and Master Plans of Drainage for residents and developers.

This additional year is crucial because new topics not in the current hydrology manual, such as sediment transfer, post-fire hydrology, and climate change, need to be incorporated into the new updated Hydrology Manual, requiring extra research time. Moreover, sufficient time is needed for quality control and quality assurance processes to ensure the final product is accurate and meets standards. Additionally, the search, technical analysis, and coordination with other agencies also require more time.

The proposed Amendment extends the term of the Contract by a year for a total term of January 24, 2023, to January 23, 2026, without changing to the other terms in the Contract.

PROCUREMENT

Not Applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on October 3, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on October 18, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on October 21, 2024.


**Amendment to Contract with WEST Consultants, Inc. for San Bernardino
County Hydrology Manual and Detention Basin Design Criteria Update
November 5, 2024**

Record of Action of the Board of Supervisors
San Bernardino County Flood Control District

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 5, 2024



cc: Flood - Fam w/agree
Contractor - c/o Flood w/agree
File - w/agree
MBA 11/6/2024