



SUMMARY REPORT

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**Agenda Date:** 9/1/2020

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**To:** Board of Supervisors

**Department or Agency Name(s):** Transportation and Public Works

**Staff Name and Phone Number:** Johannes J. Hoevertsz 707-565-2231

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

**Title:**

Disaster Debris Removal and Disposal of Household Hazardous Waste, Trees/Stumps, Abandoned Vehicles/Vessels, and Appliance Services Agreements

**Recommended Action:**

- A. Authorize the Chair to execute four (4) agreements for as-needed services with the following vetted contractors and or facilities for Disaster Debris Removal and Disposal of Household Hazardous Waste, Trees & Stumps, Abandoned Vehicles & Vessels, and White Goods Services: Ancon Marine, Inc., KDFF Enterprises LLC, Odin Construction Solutions, Inc. and Team Ghilotti, Inc.
- B. Authorize the County Administrator, or designee(s), to issue and execute Task Orders pursuant to the proposed agreements, up to total amounts not to exceed \$500,000 per order.

**Executive Summary:**

The Department of Transportation and Public Works (TPW) is seeking to establish agreements to be available in the event of a major disaster requiring the removal of solid waste debris. As the County prepares to respond to future emergency scenarios, staff recommends the Board enter into As-Needed Disaster Debris Removal and Disposal Service agreements with qualified firms that have historically been needed in the aftermath of large debris-generating events. The agreements would provide for various services such as: providing staging areas, proper packaging, removal, and disposal of household hazardous waste (HHW); removal and disposal of abandoned vehicles and vessels; removal and disposal of hazardous trees and tree stumps; and the collection, treatment, and proper disposal of appliances (also known as household White Goods). CalRecycle defines White goods as: Discarded major appliances of any color. These items are often enamel-coated. Examples: washing machines, clothes dryers, hot water heaters, stoves, and refrigerators.

**Discussion:**

During the past three and a half years, the County has experienced five federally-declared disasters, each requiring emergency services to be provided on short notice. Historically, the TPW has maintained emergency service contracts to be available during a declared disaster. In order to better prepare emergency response services related to debris removal and disposal, it is recommended that the County enter into agreements with qualified firms that specialize in handling large debris-generating events. On July 14, 2020 the Board approved the first set of contracts with sixteen (16) qualified firms to provide such services, the additional vendors are needed to supplement four major categories of services: collection, treatment, and proper

disposal of household hazardous waste; removal and disposal of dangerous trees and tree stumps; abatement of abandoned vehicles and vessels; and proper treatment and disposal of household appliances.

For this reason TPW staff issued a Request For Proposals (RFP) to solicit proposals in these four major categories of services on May 14, 2020. TPW took necessary steps to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible. This includes soliciting proposals from these providers, dividing the work scopes into smaller tasks or quantities to encourage maximum participation in the RFP, and using the services and assistance, as appropriate, of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The RFP sought services in the following key Areas:

- Staging and Processing Areas and Services
- Proper Transport and Removal of HHW, Trees and Stumps, Abandoned Vehicles and Vessels, and Appliances
- Proper Disposal

Proposals were evaluated by a panel consisting of three County personnel. TPW received six (6) proposals in response to the RFP and after careful review, staff recommends that the County enter into agreements with four (4) of the six (6) proposers. Two of the proposals were submitted by Ashbritt Environmental and Sierra Mountain Construction Inc. and were generally repetitive of their prior proposals for 7-14-2020 services with some limited expanded services and better pricing. Rather than have two contracts with each of these vendors, staff plan to amend the existing agreements with these two vendors to incorporate the expanded services and reduced pricing. These contracts will be brought back to the board for approval as soon as possible.

In reviewing the remaining proposals for the contracts recommended here, it was apparent as in the first RFP process for these services, given the type and scale of any future disaster, that the rankings of proposers would change considerably based on their relative ability to perform the work needed for a specific disaster scenario and the services offered. Price considerations will affect how the proposed contracts will be implemented. For example, in a large-scale disaster, a contractor with the lowest prices might provide no value to the County if it cannot provide services on the scale required. Conversely, for a small local disaster, it may not be appropriate to secure services from a national construction firm that might have greater mobilization and labor costs than a smaller firm able to provide the same service at a lower cost.

Therefore, when a disaster occurs, or is imminent, the following three-point selection process will be performed for any contractor or facility that is available under the proposed contracts:

1. Evaluate the initial scale and diversity of the services needed to address the disaster;
2. Based upon the scale and diversity of needed services, evaluate and consider only those contractors and facilities able to provide the work at the least cost to the County, based on the competitively-procured price structures that are fixed by these County's pre-positioned agreements, and;

3. Contact one or more of the contractors holding Debris Removal and Disposal Services contracts, notifying them of the County's intent to activate their contracts. Work will be authorized only pursuant to a mutually-executed task order that establishes a specific scope of work and not-to-exceed budget.

Recommended Contract Firms:

- Ancon Marine
- KDFF Enterprises LLC
- Odin Construction Solutions, Inc., and
- Team Ghilotti, Inc.

The above firms are all qualified to execute the work outlined in the Request for Proposals.

On August 21, 2020 the County notified firms not selected of the intent to award the proposed contracts to selected proposers. No protests were received before the expiration of the protest period. The total estimated cost of these services will depend on the scope and nature of a future disasters and is difficult to predict. As such, staff recommend that no monetary limit be placed on these master agreements. Instead, costs are proposed to be managed through project-specific, written task orders that will be executed by the Department Head, under the direction of the County Administrator. As noted above, no work will be authorized without a written Task Order that specifically describes the scope of services and the agreed-upon price for those services. During a major disaster, an initial funding commitment is required in order to perform work necessary for public safety. If these contracts are used in the event of a disaster, TPW will work with the Auditor-Controller and Disaster Finance staff as needed to identify funding sources. Except for modest adjustments allowed by established formulas, each of the contracts has a 3-year term and fixed rates for the duration of the term. This action is consistent with the Board approved on December 11, 2018 Recovery and Resiliency Framework.

The Board may elect not to award these contracts. However, doing so could leave the County less prepared to respond to future disasters.

**Prior Board Actions:**

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**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>			
<b>Funding Sources</b>			
General Fund/WA GF			

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State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>			

**Narrative Explanation of Fiscal Impacts:**

At this time appropriations are not being requested, since the proposed agreements will be utilized only in the event of a disaster. As with past disasters, TPW would coordinate funding in consort with the Auditor’s Office and County Administrator’s Office.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

None

**Attachments:**

None

**Related Items “On File” with the Clerk of the Board:**

Disaster Debris Removal and Disposal of Household Hazardous Waste, Trees & Stumps, Abandoned Vehicles & Vessels, and White Goods Services Agreements:

1. Ancon Marine, Inc.;
2. KDF Enterprises LLC;
3. Odin Construction Solutions, Inc.;
4. Team Ghilotti, Inc.