



## SUMMARY REPORT

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**Agenda Date:** 8/20/2019

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**To:** Sonoma County Board of Supervisors  
**Department or Agency Name(s):** General Services  
**Staff Name and Phone Number:** Caroline Judy, 707-565-8058  
**Vote Requirement:** Majority  
**Supervisorial District(s):** All

**Title:**

Award Multiple Professional Service Agreements for As-Needed Waste Hauling and Disposal Services.

**Recommended Action:**

- A) Authorize the Purchasing Agent to execute Professional Service Agreements with five (5) waste hauling and disposal service providers for as-needed waste and disposal services, each Agreement to be for one year with options to extend for up to four additional one-year periods.
- B) Authorize the Purchasing Agent, or designees, to issue work requests pursuant to these agreements, contingent on availability of sufficient funding for such services.

**Executive Summary:**

The General Services Purchasing Agent is proposing the County enter into five (5) Professional Service Agreements to make waste hauling, and disposal services available on an as-needed basis to all County departments (and affiliated public entities, such as Sonoma County Water Agency). The proposed Agreements have no guaranteed minimum or maximum amounts of usage and will be used based on identified departmental and County needs. Services available include as-needed leachate, wastewater, sludge, debris, and rags hauling and disposal services for several County departments, Water Agency, and special districts. These Professional Services Agreements will facilitate ease of payments by the departments using the waste hauling and disposal services and consolidate separate existing agency agreements. Currently, the County has an agreement with N Leasing Company, LLC and a contract with Joe's Farmers Septic and Grease Service, Inc. Both contracts will expire August 30, 2019.

These services directly benefit the public and the environment by reducing groundwater pollution, and are required by law.

**Discussion:**

Background?

The General Services Purchasing Division currently maintains as-needed contracts for waste hauling and disposal services on behalf of all County departments, the Sonoma County Water Agency, and Sonoma County Water Districts. County departments that own, manage and operate County landfills and sanitation district

plants require routine hauling and disposal of wastewater and by-products associated with waste management and wastewater treatment such as leachate, sludge, grit, debris and rags. Proposed Agreements will establish contracts with qualified suppliers for the hauling and disposal of the aforementioned waste substances at various authorized landfills, and treatment plants for further processing. The volume of need for these services are typically dependent upon weather events.

The County of Sonoma Transportation and Public Works Integrated Waste Division owns and maintains five closed landfills located in Healdsburg, Guerneville, Roblar, Sonoma and Annapolis. As landfill waste degrades, it generates leachate, a liquid that drains or 'leaches' from the waste due to water (rain, dew, moisture from decomposition process) percolating through permeable material. Leachate contains organic and inorganic chemicals, heavy metals and pathogens; it can pollute groundwater and therefore represents health risks. Timely hauling and disposal services of leachate is essential to public and environmental safety. Proper disposal is required by law.

The Sonoma County Water Agency manages and operates eight different sanitation zones and districts throughout Sonoma County. The Occidental County Sanitation District (District) has implemented a plan to haul District's wastewater to Airport/Larkfield/Wikiup Sanitation zone plant for treatment, in order to meet the requirements of a cease and desist order from the North Coast Regional Water Quality Control Board.

Additionally, The Sonoma County Water Agency owns Airport/Larkfield/Wikiup Sanitation Zone Treatment Plant and manages and operates Sonoma Valley County Sanitation District Treatment Plant and Russian River Valley County Sanitation District Treatment Plant. These three treatment plants service 24,398 equivalent single-family dwellings. Household sewage water is treated by removal of contaminants in order to produce wastewater that is safe enough to release into environment. The by-products and waste produced during the sewage water treatment are sludge, grit, debris, rags and recycling materials. These by-products must be hauled away for further processing or disposal to comply with environmental laws and regulations.

Expenditures for hauling and disposal services over the past four (4) years have been on average \$488,144.75 annually. County departments will utilize funding from their approved budgets to pay for services they may require on an as-needed basis.

#### Procurement?

The Purchasing Division issued a Request for Proposal (RFP) on May 6, 2019, soliciting submittals from three hundred vendors for Leachate, Wastewater, Sludge, Grit, Debris and Rags Hauling and Disposal Services. Six (6) responses were received and evaluated by staff, representing Sonoma County Transportation and Public Works, and the Sonoma County Water Agency. Proposals received were evaluated based on the following criteria: ability to perform services; professional qualifications; project approach and work schedule; quality of work verified by references; cost relative to scope of services; and ability to respond quickly in emergencies.

The County evaluation committee, recommends awarding to multiple suppliers in order to meet the diverse

needs and volume of work of individual departments and agencies.

Bradley Tanks, Inc., Gualala Community Services District, Joe's Farmers Septic and Grease Service, Inc., N Leasing Company, LLC, and North Bay Pressure Washing, Inc. demonstrated a solid record of service, the ability to perform required work, comparable pricing, and all received excellent references and are recommended by the County evaluation committee. The General Services Department's County Purchasing Agent recommends that the County enter into Professional Service Agreements with aforementioned suppliers for leachate, wastewater, sludge, grit, debris and rags hauling and disposal services.

**Prior Board Actions:**

April 03, 2018 - Agreement for Wastewater Hauling Services was awarded to Joe's Farmers Septic and Grease Service, Inc.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>			
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>			

**Narrative Explanation of Fiscal Impacts:**

There is no fiscal impact as funds necessary for these services are within the existing departmental budget appropriations. Fees for waste hauling and disposal services are paid through the approved budget of each department utilizing the services. Costs are incurred on a fee for service basis pursuant to the billing rates contained in each Agreement. The estimated average cost of these services is \$488,144.75 annually.

<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>

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

None

**Attachments:**

Attachment 1: Bradley Tanks Agreement

Attachment 2: GCSD Agreement

Attachment 3: Joe's Farmers Agreement

Attachment 4: N Leasing Company Agreement

Attachment 5: North Bay Pressure Washing Agreement

**Related Items "On File" with the Clerk of the Board:**

Request for Proposal (RFP)