



SUMMARY REPORT

Agenda Date: 4/7/2020

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): Fourth

Title:

Landfill Gas Collection System, Operation, Monitoring, Maintenance, and Reporting Services for the Healdsburg Closed Landfill

Recommended Action:

Authorize the Chair to execute the Second Amendment to the Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill (Agreement) By and Between the County of Sonoma and SCS Field Services to extend the term for an additional six (6) months. (Fourth District)

Executive Summary:

The Department of Transportation and Public Works (TPW) is responsible for the ongoing maintenance of the Healdsburg Landfill, which closed on January 1, 1993. On April 1, 2015, the County entered into a five-year agreement with SCS Field Services (SCS) to perform routine and non-routine maintenance of the closed landfill. The Agreement was amended on November 13, 2018 to increase the budget for non-routine maintenance and minor repair tasks to \$175,000 per year. TPW would like to extend the Agreement for a period not-to-exceed six (6) months. This will allow TPW the time it needs to post a Request for Proposals (RFP) and award a new agreement for the operations, maintenance, testing, and reporting services for the Gas Collection and Control System (GCCS) and the Leachate Collection and Recovery System (LCRS) for the Healdsburg Closed Landfill.

Discussion:

SCS is a duly qualified firm experienced in landfill GCCS maintenance and repair including specific experience at the Healdsburg closed landfill site. Under this Second Amendment to the Agreement, SCS will continue to perform landfill GCCS routine maintenance and repairs, including the following:

- General maintenance of the gas collection system.
- Minor repairs to pipelines and well heads as needed.
- Minor repairs to resolve emission problems and ensure landfill surface remains compliant with regulations.
- Operate and maintain the Healdsburg closed landfill flare.
- Write and submit detailed monthly and annual reports to the regulating agencies.
- Perform maintenance of systems at the other closed landfill sites as needed.

The Agreement also allows the County's Operations Manager to direct SCS to increase its crew size to handle

non-routine tasks and increased work activities to address emergency conditions on a time and materials basis according to an established fee schedule. Non-routine activities may include:

- Response to the blower/flare station automatic alarm notification system or County personnel.
- Emergency repair of main header line breaks.
- Emergency repair or replacement of broken valves, flex hoses and condensate pumps.
- Emergency repair of above or below grade LFG and condensate piping.

The proposed amendment will extend the Agreement by six months, though the County retains the option to terminate the Agreement earlier by providing five-day's notice to SCS. Total contract amount for the extension is \$104,400 -- \$52,400 allocated for the remainder of Fiscal Year 2019-20 and \$52,400 for Fiscal Year 2020-21. As amended, the Agreement will expire on September 30, 2020.

Prior Board Actions:

11/13/2018: Board approved Amendment No. 1 to the Agreement with SCS Field Services for landfill gas collection services for the Healdsburg Closed Landfill.

04/07/2015: Board approved the Agreement with SCS Field Services for landfill gas collection services for the Healdsburg Closed Landfill.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$52,200	\$52,200	
Additional Appropriation Requested			
Total Expenditures	\$52,200	\$52,200	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$52,200	\$52,200	
Use of Fund Balance			
Contingencies			
Total Sources	\$52,200	\$52,200	

Narrative Explanation of Fiscal Impacts:

Total estimated value of routine and non-routine work to be completed by the end of Fiscal Year 2019-20 is \$52,200 and another \$52,200 for Fiscal Year 2020-21. Appropriations for Fiscal Year 2020-21 will be included in the FY 2020-21 recommended Integrated Waste budget.

Funding for maintenance at the Healdsburg Landfill is stipulated by the Landfill Settlement Agreement (LSA) between the County of Sonoma and the Committed Cities, which became effective on April 1, 2015. The LSA

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directs the collection of Concession Fees for each ton of Municipal Solid Waste and Organic Waste (Green waste, yard debris, and food waste) received at one of five County-owned Solid Waste Facilities. There is no financial impact to the General Fund.

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

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Second Amendment to the Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill

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

First Amendment to the Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill

Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill