



SUMMARY REPORT

Agenda Date: 9/22/2020

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

Supervisory District(s): Fourth District

Title:

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

Recommended Action:

Authorize the Chair to execute the Third Amendment to the Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill 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:

Discussion:

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 for Landfill Gas Collection Services for the Healdsburg Closed Landfill (Agreement) was amended on November 13, 2018 to increase the budget for non-routine maintenance and minor repair tasks to \$175,000 per year. A second amendment was signed on April 7, 2020 to extend the term of the agreement for 6 months to allow time for a Request for Proposals (RFP) process. Due to unforeseen delays in the process, which were compounded by the COVID-19 event, TPW would like to request an extension for an additional six months in order to ensure these critical services are maintained until the RFP process is completed. This will allow TPW the time it needs to complete the RFP process and award a new agreement for the operations, maintenance, testing, and reporting services for the Landfill Gas Collection and Control System (LFGCCS) and the Leachate Collection and Recovery System (LCRS) for the Healdsburg Closed Landfill.

SCS is a duly qualified firm experienced in LFGCCS maintenance and repair including specific experience at the Healdsburg closed landfill site. Under this Third Amendment to the Agreement, SCS will continue to perform LFGCCS tasks, including routine and emergency maintenance and repairs and, most importantly, monitoring and reporting. Those tasks include 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.
- Perform regular daily, monthly, and quarterly monitoring.
- Write and submit detailed monthly and annual reports to the regulating agencies.
- Perform maintenance of systems at the other closed landfill sites as-needed.

County's current Agreement with SCS Field Services expires September 30, 2020. County staff issued a RFP to procure a service provider for LFGCCS Maintenance for the Landfill on July 17, 2020. Proposals were due on August 28, 2020. However, due to the extraordinary circumstances resulting from the COVID-19 pandemic and the disruption in work flow throughout the County, Integrated Waste staff will need extra time to complete the RFP process and award the agreement.

Day-to-day maintenance of the LFGCCS, including the Blower Flare Station, could, for the short term, be performed by the County's Landfill Maintenance Specialist until such time that a Contractor is properly vetted and procured. However, monitoring and reporting of the control systems requires seasoned and well-trained technicians using highly sophisticated monitoring equipment, neither of which County staff is able to provide. It is important that there be no disruptions in the Monitoring and Reporting requirements of the Permit to Operate #04-18, issued by the North Sonoma County Air Pollution Control District for the operation of the Healdsburg Closed Landfill LFGCCS.

The proposed amendment will extend the Agreement by up to 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, for the remainder of Fiscal Year 2020-21. As amended, the Agreement will expire on March 31, 2021.

Prior Board Actions:

04/07/2020: Board approved Amendment No. 2 to the Agreement with SCS Field Services

11/13/2018: Board approved Amendment No. 1 to the Agreement with SCS Field Services

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 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses	\$104,400		
Additional Appropriation Requested			
Total Expenditures	\$104,400		
Funding Sources			

General Fund/WA GF			
State/Federal			
Fees/Other	\$104,400		
Use of Fund Balance			
Contingencies			
Total Sources	\$104,400		

Narrative Explanation of Fiscal Impacts:

Total estimated value of routine and non-routine work to be completed by the end of March of the Fiscal Year 2020-21 is \$104,400. Appropriations were anticipated and included in the FY 20-21 adopted Former Urban Landfill budget, in order to allow services currently contracted to continue without interruption.

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 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 fiscal 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:

None

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

Third Amendment to Agreement

Second Amendment to the Agreement

First Amendment to the Agreement

Agreement for Landfill Gas Collection Services for the Healdsburg Closed Landfill

