

TO: James L. App, City Manager
FROM: Brad Hagemann, Water Resources Manager
SUBJECT: Landfill Engineering Services Contract
DATE: August 16, 2005

NEEDS: For the City Council to consider awarding a contract for Landfill Engineering services.

- FACTS:**
1. The City owns landfill that is contract operated by Pacific Waste Services (PWS) Inc. pursuant to an August 23, 2000, Landfill Operations Agreement.
 2. The original Agreement required PWS to provide both operations and engineering services at the landfill. The City Council amended the Agreement in April 2005 to allow for a third party to provide engineering services at the landfill.
 3. This item was moved from the August 2, 2005, City Council meeting due to a lack of quorum.

**ANALYSIS
AND**

CONCLUSION: PWS Inc. currently provides both operations and engineering services at the City landfill. In April 2005, Council amended the Landfill Operations Agreement to remove engineering services from PWS and hire an independent third-party to provide engineering services.

In March 2005, the City circulated a request for proposals for Engineering Services at the City landfill. Staff received eight responsive proposals. City staff formed a proposal review panel that included two in-house and two non-city staff persons. The panel rated the proposals based on project understanding, project team organization, the team's description of tasks and the overall team experience and qualifications. The review panel "short-listed" three firms that best met the City's criteria.

The Council appointed an ad hoc committee to review the proposals and provide the full Council with a consultant recommendation. The City Council ad hoc committee reviewed the short-listed firms and recommends awarding the engineering services contract to SCS Engineers. This completes the work of the ad hoc committee.

POLICY

REFERENCE: Landfill Operations Agreement dated August 23, 2000, as amended.

**FISCAL
IMPACT:**

The City's cost for engineering services will be reimbursed by Pacific Waste Services per the recently executed agreement amendment. However, the current budget does not include sufficient appropriations to cover this expense; thus, the need for a new reoccurring budget appropriation that will be fully offset by revenue reimbursement.

- OPTIONS:**
- a.** Dissolve the ad hoc committee formed to review the RFP's for Engineering Services at the Landfill and adopt Resolution No. 05-xx:
 - 1. Authorizing the City Manager to enter into a contract with SCS Engineers to provide engineering services at the City landfill; and
 - 2. Approving a base budget appropriation from General Fund Reserves in the amount of \$125,000 to Budget Account No. 100-310-5224-167 with an offsetting revenue adjustment to Revenue Account No. 100-000-4637-000.
 - b.** Amend, modify, or reject the above option.

Attachments (1)
1) Resolution

RESOLUTION NO. 05-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SCS ENGINEERS
TO PROVIDE ENGINEERING SERVICES AT THE PASO ROBLES CITY LANDFILL AND
APPROVING A BUDGET APPROPRIATION FOR SAID ENGINEERING SERVICES

WHEREAS, In August 2000 the City entered into an agreement with Pacific Waste Services, Inc (PWS) for PWS to provide engineering services and operation of the City Landfill; and

WHEREAS, in April 2005 the City amended the Agreement to allow for a third party to provide engineering services at the landfill; and

WHEREAS, in March 2005 the City solicited proposals for engineering services at the City landfill; and

WHEREAS, the proposals were evaluated by a review panel and the Council Ad Hoc Committee wherein they concluded that SCS Engineers was the best qualified firm; and

WHEREAS, the engineering services contract will be funded utilizing landfill reserves and then subsequently reimbursed by PWS, the current landfill operations contractor.

THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Paso Robles that the City Manager is authorized to enter into a contract with SCS Engineers to provide engineering services at the City Landfill for an amount not to exceed \$125,000 per year.

BE IT FURTHER RESOLVED that the City Council of the City of Paso Robles does hereby approve a base budget appropriation from General Fund reserves in the amount of \$125,000 to Budget Account No. 100-310-5224-167 with an equal offsetting revenue adjustment to Revenue Account No. 100-000-4637-000.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 16th day of August 2005 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frank R. Mecham, Mayor

ATTEST:

Sharilyn M. Ryan, Deputy City Clerk