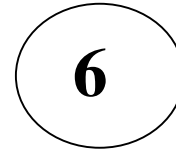




Meeting Date: April 10, 2003



Honorable Board of Directors
Sacramento Regional Solid Waste Authority
Sacramento, California

Board of Directors

Dave Jones
Chair
(City of Sacramento)

Roger Niello
Vice-Chair
(County of Sacramento)

Illa Collin
(County of Sacramento)

Bret Daniels
(City of Citrus Heights)

Roger Dickinson
(County of Sacramento)

Lauren Hammond
(City of Sacramento)

Muriel Johnson
(County of Sacramento)

Don Nottoli
(County of Sacramento)

Sandy Sheedy
(City of Sacramento)

Warren H. Harada
Chief Administrative Officer

David A. Pelsler
General Manager/Engineer

**SUBJECT: AGREEMENT FOR REGIONAL GREEN WASTE
PROCESSING FACILITY CONSULTING SERVICES**

RECOMMENDATION

It is recommended that the Board approve and adopt the attached resolution authorizing the SWA General Manager/Engineer to execute a contract with CH2M Hill to provide consulting services for a Regional Green Waste Processing Facility.

BACKGROUND

In May 2002, a team of staff from the three member agencies of the SWA submitted a Green Waste Study recommending that the SWA sponsor the development of a new, in-county, regional, green waste processing facility and that the facility be operated as a public-private partnership. Funding for consultant services for this project is included in the FY 02-03 SWA budget. At the September 12, 2002 meeting of the SWA Board, staff reported that a Request for Qualifications (RFQ) and a subsequent Request for Proposals (RFP) would be used for a consultant procurement process for this project.

In November 2002, staff released an RFQ for Consulting Services for a Regional Green Waste Processing Facility to 13 consulting firms. In December, we received Statements of Qualifications from three consulting firms, Malcolm Pirnie, CH2M Hill, and Sierra Research, Inc. A selection team was assembled to review and rate the Statements of Qualifications and subsequent proposals. This team included the following members:

Cities/County Solid Waste Advisory Committee: Patrick Maxfield;
City of Sacramento: Michael Root;
City of Citrus Heights: Mary Poole;
County Public Works Agency: Christina Ragsdale;
Sacramento Regional County Sanitation District: Ruben Robles, and
SWA staff: David Pelsler, Pat Quinn, and Doug Kobold

9850 GOETHE ROAD SACRAMENTO, CA 95827-3561

Phone: (916) 875-6789 Fax: (916) 875-6767

Macintosh HD:MMC folder:Clients:SWA Garden Refuse:Web Site: Claudia Dec04 Updates:2003-04 SWA staff Repts:2003_04_Report.doc



Printed on recycled paper, naturally!

The team selected Malcolm Pirnie and CH2M Hill to receive RFPs for the project. In late January 2003, an RFP was released to the two consultant companies and responses were received in mid-March. The selection team reviewed the consultant proposals and received presentations by both responding consulting companies on March 25. The majority of the selection team recommended the consulting services contract be awarded to CH2M Hill. At the subsequent meeting of the SWA Technical Advisory Committee (TAC), staff from the SWA member agencies agreed to recommend CH2M Hill.

DISCUSSION

The following are key elements of the concept for this project:

1. The SWA would develop a new, remotely located, in-county, regional, green material processing (composting) facility;
2. The SWA would hold the Solid Waste Facility Permit for the facility to assure permit compliance;
3. The SWA would control facility scale house operations in order to control the nature and quantity of materials received;
4. The SWA would develop and operate the facility in partnership with one or more private companies; and
5. SWA member agencies would continue to use existing transfer facilities for primary processing of their collected green material to retain residential green waste collection program efficiencies and to minimize the costs and environmental impacts of green material transport.

Attached to this report is the consultant's proposed scope of work. The scope for this initial stage of the project is broken out as three separate tracks; the communications and stakeholder relations track, the procurement track, and the planning track. As a result of the consultant effort, we intend to report back to the Board with:

1. Communications And Stakeholder Relations Track. Recommendations for a stakeholder relations strategy based on a situation analysis and stakeholder assessment and that includes measurable objectives.
2. Procurement Track. Recommendations for the procurement process and structure to be used for selecting the private-sector partners that will participate with the SWA in facility development and operation.
3. Planning Track. Recommendations for a preferred green waste management system, including siting analysis, conceptual design, environmental issues analysis and cost estimates.

SACRAMENTO REGIONAL SOLID WASTE AUTHORITY

Modifications to the consultant scope may become necessary as the project moves forward in order to be flexible and responsive to community concerns and to develop the most efficient, environmentally sound, and cost effective project for the SWA member agencies. For example, the CH2MHill proposal recommends that a project "chartering" workshop be held to kick-off the project. This workshop may result in recommendations for additional efforts beyond those envisioned in the current consultant scope of work. In that event, we would return to the Board seeking authorization for an amendment to the consultant scope of work.

The consultant's cost proposal is \$180,000. However, staff concurs with the consultant's proposal to add three additional recommended tasks for the chartering workshop and to add an analysis of product value and operating costs in the cost estimation portion of the planning track of the project. The cost proposal for these additional recommended tasks is \$36,242. Staff recommends that a 10% allowance be included for contingencies, which brings the total proposed contract limit to \$237,866. There is \$175,000 in the FY 02-03 budget for this project; the balance of the consultant services agreement would be funded in the FY 03-04 budget.

CONCLUSION

Staff recommends that the Board approve and adopt the attached resolution authorizing the SWA General Manager/Engineer to execute a contract with CH2M Hill to provide consulting services for a Regional Green Waste Processing Facility.

Respectfully submitted,

Warren H. Harada
Chief Administrative Officer

By: _____

David A. Pelsler, PE, DEE
General Manager/Engineer

Attachments: Authorizing Resolution
RFP
Proposal (Scope of Work)
Agreement

Contact for additional information: Pat Quinn, SWA staff, (916) 875-7082