



City of San Antonio

Agenda Memorandum

File Number:15-4931

Agenda Item Number: 16.

Agenda Date: 10/1/2015

In Control: City Council A Session

DEPARTMENT: Solid Waste Management

DEPARTMENT HEAD: David W. McCary

COUNCIL DISTRICTS IMPACTED: City-wide

SUBJECT:

Standby Landfill Compliance, Environmental Remediation and Consulting Services Agreement

SUMMARY:

This Ordinance authorizes the execution of two Standby Professional Services Agreements. The agreements will be with Drash Consultants, LLC and Stearns, Conrad, and Schmidt Consulting Engineers, Inc., dba SCS Engineers. The agreement amount is not to exceed \$165,000.00 annually for each company. This agreement shall be used by the Solid Waste Management Department (SWMD), on an as-needed basis for various landfill and environmental compliance projects related to City of San Antonio (City) property and/or City projects. The initial term of the agreements will be one year with the option in the City's favor for two additional one-year renewal terms. If all renewals are executed, the total value of both contracts over three years will be not to exceed \$900,000.00.

BACKGROUND INFORMATION:

SWMD uses consultants to provide technical assistance in various environmental activities, including but not limited to groundwater monitoring, landfill gas monitoring and repairs, leachate collection, permit modifications and performing site assessments. Since the environmental industry has many subspecialties, SWMD is recommending that two contracts be awarded. This will allow the flexibility in using a consultant whose expertise most closely matches a specific project.

SWMD and the Purchasing division of the Finance Department jointly developed a Request for Qualifications

(RFQ) which was issued on June 22, 2015. Qualifications from six firms were received by the deadline. They were all evaluated in conformance with the criteria contained in the RFQ.

The evaluation of each proposal was based on a total of 100 points: 45 points allotted for experience, background, qualifications; 35 points allotted for proposed plan; and 20 points allotted for SBEDA (SBE Prime Contract Program, 10 points and M/WBE Prime Contract Program, 10 points). A summary of the RFQ scoring is attached.

The Standby Landfill Compliance and Environmental Consultant project is governed by the Texas Professional Services Procurement Act therefore; LPP (Local Preference Program) and VOSB (Veteran-Owned Small Business) preference programs are not applicable

Based on the evaluation conducted by members of the review panel, Drash Consultants, LLC and Stearns, Conrad, and Schmidt Consulting Engineers, Inc., dba SCS Engineers received the top two scores. The final recommendation considered both the panel scores and the SBEDA scores, in conformance with the stated criteria.

SWMD has historically had one or more standby professional services contracts in place to assist with the oversight of City-owned closed landfills.

ISSUE:

This ordinance authorizes two Standby Professional Services Agreements with Drash Consultants, LLC and Stearns, Conrad, and Schmidt Consulting Engineers, Inc., dba SCS Engineers standby environmental agreements for various closed city landfills and other environmental compliance projects citywide. Due to the highly regulated nature of environmental activities and the quantity of work, it is necessary to hire these consultants for environmental assessment, testing and reporting on various projects.

The initial term of the Agreements shall be for a period of one year effective upon City Council approval. Two optional one-year extensions also be authorized by this ordinance, subject to City Council approval and funding availability. There is no minimum contract value guaranteed by this agreement. The maximum total value for these agreements is not to exceed \$165,000 annually for each agreement.

This contract was developed utilizing a formal request for qualifications process; therefore, as required by the Ethics Ordinance, the Discretionary Contracts Disclosure Form is included herein as an attachment.

ALTERNATIVES:

Landfill and environmental compliance is a mandate. Delaying or not approving the execution of these agreements would require City staff to find an alternate method, by either employing additional professional City staff, or performing additional solicitations for contractors, in order to perform the work required. The City does not have permanent in-house resources to perform these tasks.

FISCAL IMPACT:

Funds for these agreements are available in the Solid Waste Operating and Maintenance Fund and through allocations from specific project funds at the time work is required.

RECOMMENDATION:

Staff recommends approval of this ordinance to authorize two Standby Professional Services Agreements; the

first with Drash Consultants, LLC in an amount not to exceed \$165,000.00 annually and the second with SCS Engineers in an amount not to exceed \$165,000.00 annually. The total for Standby Landfill Compliance, Environmental Remediation and Consulting Services will not exceed \$330,000.00 annually and will not exceed \$990,000.00 over the three year lifespan of the contract if all renewal options are exercised by the City.