

W. B. C. 2.

AGENDA COVER MEMO

DATE: May 19, 2004

TO: Lane County Board of Commissioners

DEPT.: Public Works/Waste Management Division

PRESENTED BY: Sarah Anunsen, Engineering Associate

AGENDA ITEM TITLE: ORDER/Awarding a Professional Services Contract to Thiel Engineering for Solid Waste Engineering and Technical Services and Authorizing the County Administrator to Execute the Contract.

I. MOTION

MOVE APPROVAL OF ORDER AWARDING A PROFESSIONAL SERVICES CONTRACT TO THIEL ENGINEERING FOR SOLID WASTE ENGINEERING AND TECHNICAL SERVICES AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE THE CONTRACT

II. ISSUE OR PROBLEM

Lane County Waste Management would like the Boards approval to award a solid waste engineering and technical services contract.

III. DISCUSSION

A. Background

The management and operations of a landfill requires expertise from a broad area of professionals; typical services Lane County Waste Management has used consultants include: landfill construction management, design, leachate management, hydrogeological services, air quality, closure and post-closure, operations, and regulatory assistance. It is expected that work performed by the consultant will include some or all of the following:

- Leachate management issues
- Landfill liner design and construction
- Landfill closure design and construction
- Remedial investigation and feasibility study
- Annual groundwater monitoring reports
- Title V operating permit issues
- Renewal of solid waste disposal permit
- Assistance with operations
- Other Lane County projects as mutually agreed upon

The contract provides for an initial one year period with an option for two additional years, at a minimum of \$5,000 per year, up to a maximum of \$300,000 over the life of the contract.

B. Analysis

Lane County Waste Management advertised a Request for Professional Services. Consultants were asked to prepare Proposals that demonstrated a wide spectrum of abilities relating to landfill construction management, design, leachate management, hydrogeological services, air quality, closure and post-closure, operations, and regulatory assistance. Consultants were encouraged to team together in order to best address the County's needs.

The following five (5) proposals were received on April 15, 2004.

- EGR & Associates (teamed with Friesen Associates, Foundation Engineering, FEI Testing, and Beak – Jones & Stokes)
- EMCON
- Thiel Engineering (teamed with Tuppan Consultants, Vector Engineering, and AirPermits.com, and William Webber)
- URS
- SCS Engineers

The proposals were evaluated by an evaluation committee consisting of Patti Hansen (Waste Management Division Manager), Sarah Anunsen (Engineering Associate), The proposal evaluation criteria and score of each proposal are shown on Table 1.

TABLE 1 – Proposal Evaluation

The Committee will use the following criteria and to evaluate Proposals:

- 1- *EXCEPTIONAL (exceeds expectation)*
- 2- *EXCEEDS EXPECTATIONS (meets- to-exceeds expectation)*
- 3- *SATISFACTORY (meets expectation)*
- 4- *NEAR SATISFACTORY (nearly meets-to-meets expectation)*
- 5- *UNSATISFACTORY (does not meet expectation)*

Factor: Professional Qualifications & Performance Examples	Engineering Design / Construction Management/ CQA	Operations	Leachate Management	Closure and Post Closure Financial Assurance	Regulatory Assistance	Hydro-geological Services	General Services
EMCON	2	4	3	3	3	2	3
EGR & ASSOCIATES	2	2	3	2	2	2	3
THIEL ENGINEERING	1	1	1	1	1	1	1
URS	3	4	3	4	3	3	3
SCS ENGINEERS	3	4	3	3	3	3	4

Factor: Scope of Services	Clarity	Thoroughness	Judgment/ Understanding
EMCON	1	1	3
EGR & ASSOCIATES	1	1	2
THIEL ENGINEERING	1	1	1
URS	1	1	3
SCS ENGINEERS	1	1	3

Factor: Letter of Transmittal	Agrees to Terms & Conditions	Satisfies Insurance Requirements	Certifies Non-discrimination
EMCON	1	1	1
EGR & ASSOCIATES	1	1	1
THIEL ENGINEERING	1	1	1
URS	1	1	1
SCS ENGINEERS	1	1	1

TOTALS

EMCON	28
EGR & ASSOCIATES	23
THIEL ENGINEERING	13
URS	31
SCS ENGINEERS	31

The top two scoring proposers (EGR and Thiel Engineering) were invited to an interview with the evaluation committee and with the additional support of County Engineer, Sonny Chickering. Based on the interviews and subsequent discussions of all of the evaluation committee, the evaluation committee is recommending Thiel Engineering for award of the contract.

C. Alternatives/Options

The Board may accept the recommendation of the evaluation committee, select another contractor from those that submitted proposals, or not award a contract.

D. Recommendation

Staff recommends that the Professional Services Contract for Solid Waste Engineering and Technical Services be awarded to Thiel Engineering and that the County Administrator be authorized to execute the contract.

E. Timing

Upon award of the contract, staff will prepare the contract documents and deliver them to the contractor for execution.

V. ATTACHMENTS

Board Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO. _____) IN THE MATTER OF AWARDING A
) PROFESSIONAL SERVICES CONTRACT TO
) THIEL ENGINEERING FOR SOLID WASTE
) ENGINEERING AND TECHNICAL
) SERVICES AND AUTHORIZING THE
) COUNTY ADMINISTRATOR TO EXECUTE
) THE CONTRACT WM 03/04-01

WHEREAS, Lane County has need for specialized Solid Waste Engineering and Technical Services to meet the regulatory demands for operating the County's landfill, and

WHEREAS, a Request for Professional Services was properly prepared and issued, and

WHEREAS, five proposals were received, reviewed and two proposers were interviewed, and

WHEREAS, the most responsive proposer was determined to be Thiel Engineering, and

WHEREAS, the parties anticipate negotiating and agreeing to a separate scope of work for each project;

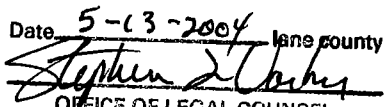
WHEREAS, the parties anticipate that each mutually agreed upon project will be memorialized in writing and processed as an amendment; and, **NOW THEREFORE,**

BE IT HEREBY ORDERED, that Thiel Engineering be awarded a contract for Solid Waste Engineering and Technical Services, consistent with the terms of the County Request For Proposal WM 03/04-01 and as defined in their proposal, in the amount of a minimum of \$5,000 per year and a maximum of \$300,000 over the life of the contract (up to 3 years), and it is further

ORDERED, that the County Administrator be authorized to execute a contract with Thiel Engineering for a one year period with an option for two additional years. The County Administrator is also authorized to execute any amendment to that agreement, provided the total of the contract and all amendments does not exceed the maximum amount of \$300,000 and the contract substantially conforms to this Order.

Adopted this 19th day of May, 2004.

Bobby Green
Chair, Lane County Board of Commissioners

APPROVED AS TO FORM
Date 5-13-2004 lane county

OFFICE OF LEGAL COUNSEL