



**Date:** September 17, 2019

**To:** Thomas J. Bonfield, City Manager  
**Through:** W. Bowman Ferguson, Deputy City Manager  
**From:** Donald F. Greeley, Director, Water Management  
**Subject:** Contract for Landfill Groundwater Monitoring Services

**Executive Summary**

The Department of Water Management (DWM) issued a Request for Proposals (RFP) in May 2019 for consulting services for groundwater monitoring and permit compliance at the City’s closed sanitary landfill on E. Club Boulevard. On July 11, 2019, the City received five Statement of Qualifications (SOQ) to this request. After evaluating all SOQ’s, the DWM recommends award of a five-year contract to Smith Gardner, Inc. of Raleigh, NC for these services.

**Recommendation**

To authorize the City Manager to negotiate and execute a contract with Smith Gardner, Inc. for consulting services for the closed sanitary landfill in the total amount not to exceed \$193,750;

To establish a project contingency fund in the amount of \$16,250; and

To authorize the City Manager to negotiate and execute change orders for the contract provided that the total project cost does not exceed \$210,000.

**Background**

For many years, the City of Durham operated an active landfill facility at 2115 E. Club Boulevard, for municipal solid waste. On January 1, 1998, the landfill officially ceased operation and the City undertook full closure and capping of the site. North Carolina Department of Environmental Quality (NCDEQ), as the regulatory agency, requires the City to monitor and test ground and surface water at the landfill on a semi-annual basis, and for landfill gas (LFG) on a quarterly basis. NCDEQ requires this monitoring for a period of at least thirty years after the closure date. The City has contracted with several firms, for several year periods, to perform these services, as well as provide technical and investigative services as needed at the closed site. The present contract for these services has expired and a new RFP was issued in order to select a firm to perform these services.

The contractor will be responsible for measuring groundwater levels and obtaining groundwater, surface water, and LFG samples from NCDENR-approved monitoring wells and locations. The sampling data is analyzed to evaluate the groundwater flows and surface water and LFG quality. A semi-annual report is provided for approval by the City and subsequent submittal to NCDEQ. The contractor also performs inspection services of the landfill cap and stormwater conveyance systems, reviews the LFG extraction system results and provides general consulting services for miscellaneous landfill issues. The contractor may also perform a comprehensive inspection of the landfill to identify and prioritize necessary maintenance items.

**Issues/Analysis**

In order to select a contractor to perform the needed services, in May 2019, an RFP was prepared and advertised, and responses were received from the following firms:

- Golder Associates NC, Inc., Greensboro, NC
- Froehling & Robertson, Inc., Raleigh, NC
- Municipal Engineering Services Comp., PA, Boone, NC
- Smith Gardner, Inc., Raleigh, NC
- Wood Environment and Infrastructure Solutions, Inc., Durham, NC

A selection committee, made up of staff from Water Management and Equity & Inclusion Department, reviewed and discussed the five firms’ qualifications and ultimately selected Smith Gardner, Inc. as the best qualified firm. This firm has performed these services at many North Carolina landfills, including City of Durham, is familiar with State regulations and has impressive references for similar work done for others.

**Alternatives**

This service is required by State and Federal solid waste regulations. The only alternatives would be to select another less qualified firm or for the City to hire additional staff capable of performing the work and do this monitoring internally.

**Financial Impacts**

The Department recommends entering into a five-year contract for these services. The RFP requested fee estimate for required monitoring tasks of Groundwater sampling, Surface water sampling and Landfill Gas monitoring. The RFP also indicated that the City and the selected firm would negotiate scope and fees related to Permit and Technical Support Services. The Department recommends setting the budget for these support services at 150% of the budget of the known task costs. The level of budget is generally in line with the support tasks undertaken in the past. The summary of the budget recommendation is shown below and is contained in the regular operations budget for the closed landfill Solid Waste Fund, 5400P710-728800.

Annual Known Cost	Groundwater sampling	\$11,000
	Surface water sampling	\$2000
	Landfill Gas monitoring	<u>\$2500</u>
	Subtotal	\$15,500
Permit and Technical Support Services Budget 150%		<u>\$23,250</u>
	Annual Total	\$38,750
	Total for 5 years, FY 20-24	\$193,750

**M/W UBE Requirements**

The Equity & Inclusion Department reviewed the proposal submitted by Smith Gardner Engineers of Raleigh, NC. It was determined that they are in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals are MUBE 0% and WUBE 0% goals for this project as the Department of Water Management states there are no subcontracting opportunities as this project is of

specialized nature. The firms were required to have a specific certification by the Department of Environmental and Natural Resources.

**WORKFORCE STATISTICS**

**Total Workforce:**

<b>Employment Category</b>	<b>Total Employees</b>	<b>Total Males</b>	<b>Total Females</b>
Project Managers	7	6	1
Professional	8	7	1
Technical	11	9	2
Clerical	4	2	2
Labor	0	0	0
<b>Total</b>	<b>30</b>	<b>24</b>	<b>6</b>

**Male:**

<b>Employment Category</b>	<b>White</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian or Pacific Islander</b>	<b>Indian or Alaskan Native</b>	<b>Two or More Races</b>
Project Manager	6	0	0	0	0	0
Professional	7	0	0	0	0	0
Technicians	8	0	0	1	0	0
Clerical	2	0	0	0	0	0
Labor	0	0	0	0	0	0
<b>Total</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>

**Female:**

<b>Employment Category</b>	<b>White</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian or Pacific Islander</b>	<b>Indian or Alaskan Native</b>	<b>Two or More Races</b>
Project Manager	1	0	0	0	0	0
Professional	1	0	0	0	0	0
Technicians	2	0	0	0	0	0
Clerical	2	0	0	0	0	0
Labor	0	0	0	0	0	0
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>