



AGENCY: City Council
MEETING DATE: September 9, 2019
DEPARTMENT: City Manager
PRESENTED BY: Tabatha Miller
EMAIL ADDRESS: tmiller@fortbragg.com

AGENDA ITEM SUMMARY

TITLE:

Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Diversion Strategies to Review and Evaluate the Financial Viability of a Central Coast Transfer Station and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$57,850)

ISSUE:

On March 20, 2019, the Caspar Transfer Station Joint Coordinating Committee decided that an evaluation of a Central Coast Transfer Station was needed in order to determine next steps in a potential project. Traditionally, this work has been supported by Mendocino Solid Waste Management Authority (MSWMA) but changes in staff have left this task unattended. Neither the City or County have resources available to provide these services in-house. This led to the Committee's decision to hire a consultant to re-evaluate the viability of the Highway 20 Transfer Station Project and consider alternatives. To keep this project moving, City staff volunteered to issue an RFP and manage the consultant.

On May 13, 2019, the City Council approved a scope of work for Request for Proposals (RFP) for consulting services. Proposals were due on July 8, 2019 and the City received one proposal from Diversion Strategies located in Sacramento, California. The Caspar Transfer Station Joint Coordinating Committee met on July 18, 2019 to review the proposal and recommended that after successful due diligence, the City execute a contract with Diversion Strategies.

ANALYSIS:

Background

The City and the County jointly own 60 acres in the Caspar area at the end of Prairie Way. The City and County first entered into a joint powers agreement in October 1967 to use the property as a solid waste landfill. The landfill was operated from 1968 to 1992, when the landfill was closed. Since then, the property has been used for a solid waste transfer station. The County had operated the facility until it executed the Operating Agreement and Lease with Solid Waste of Willits on January 25, 2011.

The current Joint Powers Agreement (JPA) between the County and the City was executed in January of 2011 to provide for changes in how the Caspar Solid Waste Transfer Station was operated and to consider the replacement or expansion of the Caspar Transfer Station in order to accommodate commercial collection trucks and allow for long-haul direct transfer to a destination landfill.

The JPA calls for a Joint Coordinating Committee consisting of two City Councilmembers and two County Supervisors. The Committee serves in an advisory role for the Board of

Supervisors and the City. Mendo Recycle (formerly Mendocino Solid Waste Management Authority MSWMA) has served as staff support for this Committee and staff turnover there is part of the reason this Committee has not been very active in the last couple of years.

The JPA was amended October 25, 2016 in order to outline specific terms and obligations for moving forward with replacement of the Caspar Transfer Station. The County Board of Supervisors and City Council certified the Environmental Impact Report (EIR) on the new Transfer Station project for 30075 Highway 20 on September 19, 2016.

Acquisition of the property at 30075 Highway 20 involved a multi-party land swap. The State of California would transfer 17 acres (30075 Highway 20) to the City/County in exchange for 35 acres of land at the Caspar Landfill site. California Department of Parks & Recreation (DPR) would take ownership of the 35-acre Caspar property in exchange for 12.6 acres of Russian Gulch State Park, which would be transferred to Jackson Demonstration State Forest (JDSF). Not too long after the EIR was certified, DPR pulled out of the proposed land swap. Since that time, momentum on the new Transfer Station project has stalled. Outside of inquiries into other possible land parcels that could be swapped with JDSF, little progress has been made.

Proposal

City staff checked references, researched past projects of Diversion Strategies and interviewed the consultants. Staff is satisfied with the responses and believes the consultant is a good fit for this project. Staff recommends approving the contract with Diversion Strategies.

The funds collected from the \$3 fee at the Caspar Transfer Station will be used to pay for the consultant. The City has agreed to take the lead on managing the consultant contract.

RECOMMENDED ACTION:

Approve the Resolution approving professional services agreement with Diversion Strategies and authorizing the City Manager to execute the contract.

ALTERNATIVE ACTION(S):

The City Council could decline to adopt the resolution and provide staff further direction.

FISCAL IMPACT:

The cost of the consulting services will be paid for from the \$3 fee at the Caspar Transfer Station designated to fund the study of a replacement or expansion of the Caspar facility. Currently, there is approximately \$120k held by MSWMA for this purpose.

GREENHOUSE GAS EMISSIONS IMPACT:

Travel by the consultants from Sacramento to Fort Bragg to inspect and evaluate the existing and proposed transfer station sites will generate a small amount of greenhouse gas emissions.

CONSISTENCY:

N/A

IMPLEMENTATION/TIMEFRAMES:

RFP Deadline: July 7, 2019

Project Start Date: Approximately September 16, 2019

Final Report Issued: Approximately March 1, 2020

ATTACHMENTS:

1. Resolution
2. Contract
3. RFP Response

NOTIFICATION:

1. Jerry Ward, Solid Waste of Willits
2. Steve Dunnicliff, Mendocino County
3. Central Coast Transfer Station Notify Me List