

**AGENDA ITEM REPORT**

**DATE:** February 15, 2022  
**DEPARTMENT:** Solid Waste  
**REQUESTER:** Douglass Whitehead  
**TITLE:** Award Engineering Consulting Services Contract for the Waste to Energy Facility.

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**I. MOTION REQUESTED**

- A) Award Competitive Negotiation Request for Proposal No. CN210508ACN, Engineering Consultant to the Waste to Energy Facility, to HDR Engineering, Inc. for engineering consultant services primarily related to the operation and maintenance of the Waste to Energy Facility, for an initial term of five (5) years. Annual spend for this contract is approximately \$650,000, as approved in the department's annual adopted budget.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract, for a renewal term or terms not to exceed five (5) years and to execute all associated documents, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

**II. ITEM SUMMARY**

Engages HDR Engineering, Inc. to provide specialized professional engineering services ensuring quality operations and performance of the Waste-to-Energy Facility in Buckingham for five years starting March 18, 2022. The work includes operations/maintenance monitoring, regulatory and permit assistance, major maintenance and capital project assistance, electric power purchase/sales support, reporting, and associated services. The agreement can be renewed for up to five additional years.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 These services were previously solicited in 2014 and the current contract expires March 17, 2022. The CCNA was first advertised July 2nd, 2021 and then again on August 6th, 2021. HDR was the sole respondent both times.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis  
 Provides for a five-year (5) contract for specialized professional engineering services by HDR, Inc., related to the sustainable operation and performance of the Waste to Energy Facility. The work will include operations/maintenance monitoring and punch list development, regulatory and permit assistance, facility inventory, major maintenance and CIP Life Extension Project assistance, electric power purchase/sales contract support, reporting, and associated miscellaneous services (see table below).

Task Number	Task Title	Total Hours per Task	Amount of Compensation	Indicate Basis of Compensation LS or NTE	If Applicable Indicate (W.I.P.P.)
1	Operations Monitoring	912.00	\$201,100.00	NTE	W.I.P.P.
2	Operations & Maintenance (O&M) Punch List Development and Maintenance	652.00	\$116,540.00	NTE	W.I.P.P.
3	Regulatory and Permit Items	138.00	\$24,390.00	NTE	W.I.P.P.
4	Facility Inventory Lists	74.00	\$13,370.00	NTE	W.I.P.P.
5	Electric Power Sales and Environmental Attributes, RFPs and Contracts	146.00	\$69,560.00	NTE	W.I.P.P.
6	Reports	194.00	\$35,680.00	NTE	W.I.P.P.
7	Project Reimbursable Expenses	0.00	\$10,880.00	NTE	W.I.P.P.
8	Additional Services	0.00	\$0.00	NTE	W.I.P.P.
9	Solid Waste System Inspections and Evaluation	196.00	\$36,540.00	NTE	W.I.P.P.
10	Training Module Preparation and Presentation	124.00	\$23,420.00	NTE	W.I.P.P.
11	Capital Projects and Contracts Due Diligence	308.00	\$77,400.00	NTE	W.I.P.P.
12	Buckingham Site Coordination	160.00	\$41,120.00	NTE	W.I.P.P.
<b>TOTAL</b>		<b>2,904.00</b>	<b>\$650,000.00</b>	<b>Estimated on an annual basis</b>	<b>W.I.P.P.</b>

The annual spend for these services is estimated to be \$650,000 compared to the 2014 annual price of \$497,500. This cost difference is due in large part to an increased number of tasks that HDR will perform pursuant to the County's increased capital maintenance responsibilities under the new Covanta agreement for operation of the Waste to Energy Facility.

The proposed agreement allows administrative renewal for a term or terms not to exceed five (5) years provided there are no cost increases associated with the renewal(s).

HDR has been the incumbent provider of engineering consulting services for operation and maintenance of the Waste to Energy Facility since 2005.

E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$650,000
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: 40100 Program: Solid Waste Project: NA Account Strings: OB5340840100.503140	
G)	Fund Type?	Enterprise
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

Current contract expires March 17, 2022

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<u>HDR Signature Authorization</u>	1/24/2022	Backup Material
<u>Executed HDR Professional Service Agreement</u>	1/25/2022	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Solid Waste	Tucker, Mary	Approved	2/3/2022 - 1:17 PM
Solid Waste	Whitehead, Douglass	Approved	2/3/2022 - 1:24 PM
Budget Services	Guttery, Angela	Approved	2/4/2022 - 8:49 AM
Budget Services	Winton, Peter	Approved	2/4/2022 - 8:55 AM
County Attorney	Jacob, Michael D.	Approved	2/4/2022 - 1:23 PM
County Manager	Salyer, Glen	Approved	2/8/2022 - 11:57 AM