



Legislation Text

File #: 24-167, Version: 1

Memorandum

Date: February 27, 2024

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Lars Ewing, Public Services Director

Subject: a) Approve the General Services Agreement between the County of Lake and SHN Engineers & Geologists, Inc. for Landfill Environmental Services and authorize Chair to sign; and (b) Approve Supplemental Services Agreement Number One for the 2024 Monitoring and Reporting Program and authorize Chair to sign

Executive Summary:

The Public Services Department regularly requires professional environmental services at the Eastlake Landfill for work such as testing, sampling, reporting, monitoring, engineering, and other services necessary to comply with landfill permit and operating requirements. To ensure a consultant is selected well in advance of services being required so that the services can be provided in a timely manner, staff solicited a Request for Qualifications (RFQ) with the intent to enter into a multi-year agreement with a firm to provide on-call landfill environmental services.

The County received two responses to the RFQ. After reviewing the responses, a selection committee determined SHN Engineering & Geologists, Inc. (SHN) to be the most qualified firm in response to the RFQ. Consequently, staff prepared a General Services Agreement with SHN for your Board’s consideration. The General Services Agreement defines the general provisions for the contractual agreement between the County and SHN, with subsequent agreements to be executed for the specific tasks that need to be completed.

If the General Services Agreement is approved by your Board, the first task requested of SHN is to provide services in support of the requirements set forth in California Regional Water Quality Control Board Monitoring and Reporting Program Order No. R5-2019-0009 for assessing groundwater, surface water, leachate, and related operations at the Eastlake Landfill. To that end, staff prepared Supplemental Services Agreement No. 1 for your Board’s consideration.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply): Not applicable
 Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$.](http://lcnnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$.)>

[26+Procedures+Manual/Ch4_2021v2.pdf](#)>-Compliant (describe process undertaken in "Executive Summary")

Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)

For Technology Purchases: Vetted and Supported by the [Technology Governance Committee](#) <<http://lcnnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Not applicable | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input checked="" type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety |
| <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Infrastructure |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action:

- a) **Approve the General Services Agreement between the County of Lake and SHN Engineers & Geologists, Inc. for Landfill Environmental Services and authorize Chair to sign.**
- b) **Approve Supplemental Services Agreement Number One for the 2024 Monitoring and Reporting Program and authorize Chair to sign.**