Columbus Consolidated Government Council Meeting Agenda Item

ТО:	Mayor and Councilors
AGENDA SUBJECT:	Environmental Monitoring Services (Annual Contract) – RFP No. 21- 0001
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with Atlantic Coast Consulting, Inc. (Roswell, GA) for environmental monitoring services. The Public Works Department will procure the services on an as-needed basis.

The environmental monitoring services will be performed at all Columbus-owned municipal solid waste landfills: Pine Grove, Schatulga Road, and Wilson Camp / Satilla landfills. Environmental services may also be procured for Granite Bluff Inert Landfill. The services include:

- 1) *Ground water monitoring* and reporting for Pine Grove MSW, Schatulga Road MSW and Wilson Camp Sanitary Landfill;
- 2) <u>Surface water monitoring</u> and reporting for Pine Grove MSW, Schatulga Road MSW and Wilson Camp Sanitary Landfill;
- 3) <u>Perimeter methane monitoring</u> and reporting for Pine Grove MSW, Schatulga Road MSW and Wilson Camp Sanitary Landfill;
- 4) <u>Landfill gas extraction system</u> operation and monitoring at the Schatulga Road MSW and Wilson Camp Sanitary Landfill including well field balancing and flare station inspection and maintenance;
- 5) <u>*Wastewater discharge*</u> sampling and reporting for Pine Grove MSW, Schatulga Road MSW and Wilson Camp Sanitary Landfill;
- 6) *Natural Attenuation monitoring* and reporting for Schatulga Road MSW;
- 7) <u>*Title "V" air quality monitoring*</u> and reporting including semi-annual reporting;
- 8) <u>*Greenhouse gas monitoring*</u> and reporting as required by the Environmental Protection Division (EPD). Currently, Greenhouse gas is monitored and recorded weekly;
- 9) <u>Annual volume calculation</u> and life expectancy of the Pine Grove MSW Landfill and Pine Grove Construction and Demolition Landfill;

- 10) <u>As-needed Landfill Gas System</u> Repairs, supplies and high-level gas response for Schatulga Road MSW and Wilson Camp Sanitary Landfill;
- 11) <u>As-needed General Consulting Services</u> and onsite consultation for various circumstances at Pine Grove MSW, Schatulga Road MSW, Wilson Camp Sanitary Landfill, Oxbow Meadows Inert Landfill and Granite Bluff Inert Landfill; and,
- 12) <u>Unknown Requirements</u> As EPD rules and regulations change or as circumstances at the landfills change, various requirements are placed upon municipalities that are not budgeted or expected. Atlantic Coast Consulting, Inc. provided hourly rates for personnel to provide such services.

The term of the contract will be for two (2) years with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Annual Contract History:

The previous contract was awarded to Atlantic Coast Consulting (Roswell, GA) on September 9, 2014, per Resolution No. 287-14. The contract was set to expire on September 15, 2019. However, at the request of the Public Works Department and in accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, the contract was extended for one year, through September 15, 2020.

A new RFP was advertised, and proposals were due on August 21, 2020; however, an additional extension was required for the RFP evaluation process; therefore, another extension was requested. Council approval is required for extensions beyond the one-year extension authorized by the Procurement Ordinance. Consequently, per Resolution No. 231-20, dated August 25, 2020, Council authorized the extension of the contract through December 31, 2020.

<u>RFP</u> Advertisement and Receipt of Proposals:

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry, and on DemandStar on July 16, 2020. This RFP has been advertised, opened, and evaluated. Ten proposals were received on August 21, 2020 from the following firms:

Atlantic Coast Consulting, Inc. (Roswell, GA)

Advanced Environmental Management, Inc. (Cumming, GA) Environmental Planning Specialists, Inc. (Sandy Springs, GA) Golder Associates, Inc. (Atlanta, GA) Mill Creek Environmental (Dawsonville, GA) Oasis Consulting Services (Roswell, GA) S&ME, Inc. (Kennesaw, GA) Terracon Consultants, Inc. (Columbus, GA) Tetra Tech (Atlanta, GA) TTL, Inc. (Albany, GA) The following events took place after receipt of proposals:

RFP MEETINGS/EVENTS					
Description	Date	Agenda/Action			
Proposal Copies	09/23/20	Electronic proposal copies and evaluation committee rules			
		were forwarded to the Evaluation Committee.			
Virtual Combined Pre/1 st 10/06/20		The Purchasing Manager reiterated the RFP rules and			
Committee Meeting		explained the evaluation process. The committee			
		determined more time was required to review the proposals.			
2 nd Evaluation Committee 10/13/20 The Committee discussed each proposa		The Committee discussed each proposal and did not require			
Meeting		clarifications.			
Evaluation Forms	10/22/20	Evaluation forms were forwarded to the voting committee			
		members.			
Evaluation Forms Received	11/10/20	The last of the evaluation forms were completed and			
		returned to the Purchasing Division for compilation of			
		results, which were later forwarded to the Evaluation			
		Committee members for review.			
Short-List	12/04/20	The evaluation committee unanimously decided to short-list			
		and request hourly rates from the three (3) highest-ranking			
		firms.			
Award Recommendation	12/07/20	The hourly rates were forwarded to the Evaluation			
		Committee, which unanimously recommended award to			
		Atlantic Coast Consulting, Inc., the highest-ranking firm.			

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of two (2) voting members from the Public Works Department and one (1) voting member from the Engineering Department.

An additional representative from the Public Works Department served as a non-voting advisor.

Award Recommendation:

The evaluation committee, as reflected by their comments provided below, unanimously recommend award of the contract to Atlantic Coast Consulting, Inc. for the following reasons:

- The vendor listed several clients that they have worked with for over ten years and they have several staff members who have 20+ years of solid waste experience. The vendor mentioned phasing in low flow sampling to reduce cost and improve quality.
- The vendor appears to conduct business internally, without subcontracting (except for the lab work). They also cite experience with design and construction activities in solid waste.
- This vendor is very focused on landfills, which is what CCG will be using them for the majority of the time. They are also the designers of CCG's current landfill, which will

give them expertise when encountering potential problems. They also have extensive design experience.

Vendor Qualifications/Experience:

- Atlantic Coast Consulting, Inc. is a comprehensive solid waste consulting firm located in the southeast with offices in Roswell and Savannah, Georgia as well as Knoxville, Tennessee offering a variety of consulting services to both public and private clients.
- The firm is made up of more than 50 professional engineers, geologists, scientists, and technicians with expertise in all areas of solid waste management and includes Certified Landfill Operators.
- The firm's staff has well established relationships with the Solid Waste Management Branch of the Georgia Environmental Protection Division.
- Atlantic Coast Consulting documents their staff has worked on approximately 40 % of the operating landfills in Georgia; the company provides environmental monitoring services to over 50 sites in Georgia; the company provides on call solid waste services to over 20 Georgia Counties; and their staff has permitted the only two operating, Municipal Class 4 composting facilities in Georgia.
- Listed below are the most recent contracts awarded to Atlantic Coast Consulting, Inc:

0	Groundwater and Surface Water Monitoring				
	- Columbus Consolidated Government	September 2014 – December 2020			
	- Jackson County, GA	November 2011 – ongoing			
	- Fulton County, GA	June 2019 – December 2023			
0	Perimeter Methane Monitoring				
	- Columbus Consolidated Government	September 2014 – December 2020			
	- Washington County, GA	April 2009 – ongoing			
	- Houston County, GA	2006 – ongoing			
0	Active Landfill Gas Extraction System				
	- Columbus Consolidated Government	September 2014 – December 2020			
	- Dougherty County, GA	January 2006 – ongoing			

2006 - 2020

The City's Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) and Article 3-111 (Architectural/Engineering and Land Surveying Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract.

Augusta-Richmond County, GA

Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing service: Integrated Waste Management Fund – Public Services – Pine Grove Landfill – Contractual Services; 0207-260-3560-PGRO-6319.

A RESOLUTION

NO._____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH ATLANTIC COAST CONSULTING, INC. (ROSWELL, GA) FOR THE PROCUREMENT OF ENVIRONMENTAL MONITORING SERVICES ON AN AS-NEEDED BASIS.

WHEREAS, an RFP was administered (RFP No. 21-0001) and ten (10) proposals were received; and,

WHEREAS, the proposal submitted by Atlantic Coast Consulting, Inc. met all proposal requirements and was evaluated most responsive to the RFP; and,

WHEREAS, the contract period shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute an annual contract with Atlantic Coast Consulting, Inc. (Roswell, GA) for the procurement of environmental monitoring services on an as-needed basis. Funds are budgeted each fiscal year for this ongoing service: Integrated Waste Management Fund – Public Services – Pine Grove Landfill – Contractual Services; 0207-260-3560-PGRO-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the ______ day of ______, 2020 and adopted at said meeting by the affirmative vote of ______ members of said Council.

Councilor Allen voting	<u> </u>
Councilor Barnes voting	<u> </u>
Councilor Crabb voting	<u> </u>
Councilor Davis voting	<u> </u>
Councilor Garrett voting	<u> </u>
Councilor House voting	<u> </u>
Councilor Huff voting	<u> </u>
Councilor Thomas voting	<u> </u>
Councilor Tucker voting	<u> </u>
Councilor Woodson voting	<u> </u>

Sandra T. Davis, Clerk of Council