



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: November 15, 2021

SUBJECT: Notice of Intent to Award a contract for the Landfill Siting Consultant Services

RECOMMENDED MOTION:

Move approval of a Notice of Intent to Award the Landfill Siting Consultant Services Project to Parametrix, Inc.

BACKGROUND AND POLICY IMPLICATIONS:

In 2019, the Board of County Commissioners approved the County's Solid Waste Management Plan. One of the primary objectives identified in the Plan is the siting of a new landfill in Deschutes County to replace Knott Landfill which is projected to reach capacity in 2029. A Landfill Siting Group, consisting of representatives from County Administration and the Solid Waste, Community Development, Property Management, Facilities Management, IT and Legal Departments has been doing preliminary work for developing a site screening process for a new landfill and the effort is at a stage where outside consultant services are necessary to move forward with the site screening and public outreach effort.

A scope of work for the Landfill Siting Consultant Project was developed, which includes the following major tasks:

- Review and refine site screening criteria developed by the County to date*
- Apply site screening criteria to develop a short list of candidate sites for detailed evaluation*
- Facilitate and provide stakeholder and public outreach, input and communication*
- Review and develop pathway for State and local agency entitlement and permitting process*

In June, 2021, a Request for Qualifications was issued to develop a list of qualified firms for the Landfill Siting Consultant Project. Six firms submitted Statements of Qualifications and three firms were invited to provide presentations to the Landfill Siting Group in September, 2021. After presentations, the Landfill Siting Group developed a Request for Proposals which was released to the three short-listed firms as a final step in the selection process. Parametrix consistently received the highest scoring throughout the evaluation process and is being recommended for award of the contract. A copy of the scoring summary for the selection process is attached.

BUDGET IMPACTS:

The contract will be awarded in the amount of \$350,140. Funds for the project are included in the FY22 Operations Planning Fund.

ATTENDANCE:

Chad Centola, Interim Director of Solid Waste