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Staff Report for a Resolution Approving Amendment No. 1 to Non-Professional Services Agreement with Terra Renewal West, LLC for Biosolids Hauling Services

SUMMARY AND RECOMMENDATIONS

Staff requests that the City Council authorize the City Manager to enter into an amended Non-Professional Services Agreement with Terra Renewal West, LLC to allow for the Water Pollution Control Plant (WPCP) to exercise its first contract renewal option in the same fiscal year as the original non-professional services agreement for biosolids hauling services was completed.

BACKGROUND

The City of San Leandro entered into a Non-Professional Services Agreement with Terra Renewal West, LLC, on August 1, 2014, to provide biosolids hauling services for the City. The original bid was for a not to exceed amount of \$45,000.00 to remove biosolids produced during the 2012-2013 year, but included the option to renew the contract two additional times at the same terms and provisions. The construction project has taken up several of the WPCP drying beds, creating a storage issue for biosolids that are in the process of drying. Since the 2013-2014 biosolids are ready to be removed now, the Water Pollution Control Plant wants to exercise the option to have them removed now to free up space for 2015 biosolids.

Analysis

The City contracted with Terra Renewal West, LLC, to remove the 2012-2013 biosolids after completion of an open bid process; it was the lowest bidder. Each biosolids haul was to have a maximum cost of \$45,000, and each haul has a maximum of eight weeks to be completed. Since two years' worth of biosolids are being removed this year, the total amount paid to Terra Renewal this fiscal year will exceed \$50,000; therefore, staff requests City Council approval.

Fiscal Impacts

For 2014-15, biosolids hauling services are being funded from account 593-51-002-5190. After the first biosolids haul, this account has an approximate \$20,000 balance. Staff will transfer \$25,000 from account 593-51-002-5310 to support the increased costs. The third biosolids haul (final \$45,000) under this contract will be funded from the 2015-16 budget.

ATTACHMENTS

Attachment to Staff Report

- Current Non-Professional Services Agreement

Attachment to Resolution

- Amendment No. 1 to Non-Professional Services Agreement

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