

SUBJECT: Authorization Of Amendment No. 9 To Contract No. 18-116P With Shannon & Wilson, Inc. To Add \$66,547.00 For MSB Landfill Water Quality Monitoring Program Management Services, For Increased Services In Fiscal Year 2021 Only.

AGENDA OF: August 18, 2020

ASSEMBLY ACTION:

Approved Under The Consent
8-18-20 *[Signature]* Agenda

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY GEORGE HAYS, ACTING BOROUGH MANAGER:

[Signature]

Route To:	Department/Individual	Initials	Remarks
	Solid Waste Division Manager	<i>[Signature]</i>	
	Public Works Director	<i>[Signature]</i>	TD
	Purchasing Officer	<i>[Signature]</i>	8/4/2020
	Finance Director	<i>[Signature]</i>	
	Borough Attorney	<i>[Signature]</i>	
	Borough Clerk	<i>[Signature]</i>	AM 8/11/20 <i>[Signature]</i>

ATTACHMENT (S): Fiscal Note: Yes X No _____
FY21 Costs Proposal from Shannon & Wilson (5 pp)

SUMMARY STATEMENT: On June 5, 2018, the Matanuska-Susitna Borough Assembly approved AM-18-043 authorizing contract 18-116P, MSB Landfill Water Quality Monitoring Program Management Services to Shannon & Wilson, Inc. for the contract amount of one-hundred sixty-five thousand seven-hundred fourteen dollars and 00/100 (\$165,714.00). The scope of the contract included Program Management, Leachate Sampling, Leachate Laboratory Management, Leachate Reporting, Water Quality Monitoring, Sampling and Analysis, Water Quality Reporting, Field Work and Laboratory

Services and Data Management.

The contract amount was based on the estimated number of events per year calculated by the number of monitoring wells located at each monitoring location (Central Landfill, Big Lake Landfill, Butte Landfill, and Smith Ballfields). Miscellaneous Services, Regulatory Coordination, Assessment of Corrective Measures and the Annual Quality Assurance Project Plan (QAPP) Update were included in the contract with the statement "Cost for this task should not be included and/or submitted under RFP Criteria section 4 of this document". Program changes due to regulatory requirements caused the costs for the four tasks to be uncertain at the time the RFP was published.

Change Order 01 to add \$20,000 to begin the QAPP update was approved on March 19, 2019. AM-19-022 to approve Change Order 02 to add \$65,000 for the QAPP update and Additional Services was approved on April 16, 2019. Subsequently, Change Order 2 was approved on May 2, 2019, increasing the current annual contract value to \$250,714.00.

Change Order 05 to amend the event rates due to hourly rate increases and increased well sampling and analysis requirements was approved on May 5, 2020. AM-20-027 to approve Change Order 06 to add \$85,000 for FY20 only for additional support needed during the emergency methane gas exceedance issue and the ADEC required interpretive report for Smith Ballfields. Subsequently, Change Order 06 was approved on May 22, 2020.

Shannon & Wilson has provided a revised proposal for FY21 including an estimated cost for the following tasks: additional sampling of 3 wells at Central Landfill to provide ADEC with required information to potentially decrease future sampling requirements and subsequently lower future costs, third party landfill gas sampling, and completion of the QAPP.

This change is allowed by Borough Code under MSB 3.08.170(B)(2) with approval of the Assembly.

This amendment will add \$66,547.00 for FY21 only for a total contract amount of \$317,261.00 and does not increase the annual contract value.

RECOMMENDATION OF ADMINISTRATION: Authorize Amendment No. 9 to contract No. 18-116P with Shannon & Wilson, Inc. to add \$66,547.00 for MSB Landfill Water Quality Monitoring Program Management Services, for increased services in Fiscal Year 2021 only.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: August 18, 2020

SUBJECT: Authorization Of Amendment No. 9 To Contract No. 18-116P With Shannon & Wilson, Inc. To Add \$66,547.00 For MSB Landfill Water Quality Monitoring Program Management Services, For Increased Services In Fiscal Year 2021 Only.

ORIGINATOR: Butch Shapiro

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>\$66,547</u>	FUNDING SOURCE <u>Solid Waste Operating</u>
FROM ACCOUNT # <u>510.150.416 4xx.vxx</u>	PROJECT
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>Shane Wilson</u>	CERTIFIED BY:
DATE: <u>8/4/2020</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		<u>66.5</u>				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		<u>66.5</u>				
TOTAL		<u>66.5</u>				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: Chugach Division DATE: _____
 APPROVED BY: _____ DATE: 8/4/2020

July 20, 2020

Matanuska-Susitna Borough
Purchasing Division
A350 East Dahlia Avenue
Palmer, Alaska 99645

RE: ADDITIONAL COSTS FOR FISCAL YEAR 2021 MATANUSKA-SUSITNA BOROUGH
LANDFILL WATER QUALITY MONITORING PROGRAM MANAGEMENT SERVICES

Dear Mr. Brett Olson:

Shannon and Wilson is pleased to submit our Summary Cost Estimate for the fiscal year 2021 (FY2021) Matanuska-Susitna Borough (MSB) landfill water quality monitoring program management services.

We received Change Order Number (CO) 07 for MSB Purchase Order Number (PO) 2020_881 for \$250,714.00 to conduct the base FY2021 MSB landfill water quality monitoring program management services. The funding awarded in CO 07 was based on contract services for conducting the MSB landfill monitoring program in FY2020. As we have discussed in former conversations, the costs to conduct the MSB landfill water quality monitoring program in FY2021 have changed from FY2020 due to a variety of reasons as stated below and as presented on page 3 of our attached Summary Cost Estimate. These costs changes have been incorporated into the Summary Cost Estimate.

- Central Landfill (CLF)
 - Sampling Monitoring Wells CLF-15R, CLF-19, and CLF-21 quarterly for Appendix II parameters resulting in increased analytical laboratory costs and additional time for sample volume collection and reporting.
 - Reduced gas monitoring program to ten well locations.
- Big Lake Landfill (BLLF)
 - Sampling with a two-person field team for safety concerns
- Butte Landfill (BLF)
 - Sampling with a two-person field team for safety concerns
- Smith Ballfield Landfill (SBF)
 - Sampling with a two-person field team for safety concerns
 - Increased analytical laboratory costs and sampling time for two additional sampling events of Iditarod Headquarters drinking water well

- Report preparation (formerly a data report in FY2020)
- Shannon & Wilson Labor Cost Adjustments
 - Hourly rate increase from FY2020 to FY2021

In addition to the base MSB landfill water quality monitoring program management services, additional professional services may be conducted during FY2021. These professional services include the MSB Landfill Monitoring Quality Assurance Project Plan (QAPP) updates, professional support and equipment for the CLF methane gas monitoring, preparation of letters requesting a reduction in the required landfill monitoring programs at CLF and BLF, and other professional services and regulatory coordination efforts that may arise during the fiscal year. We have included costs to provide these additional professional services under a time and expense basis. Note that the contingency funds may not be sufficient to cover each of these listed tasks. We can provide MSB with a revised summary cost estimate, for additional professional services, as the project scope is defined.

If you have questions regarding the revised costs, please call the undersigned at (907)433-3236.

Sincerely,

SHANNON & WILSON



LeeAnne Osgood, P.E.
Associate

Enc. Summary Cost Estimate

Am 20-083

**MSB LANDFILL WATER QUALITY MONITORING PROGRAM MANAGEMENT SERVICES
FISCAL YEAR 2021 SUMMARY COST ESTIMATE**

COSTS

\$145,832

CENTRAL LANDFILL SAMPLING AND ANALYSIS

Task 1: Program Management	2	event @	\$1,450	/event =	\$2,900
Task 2a: Leachate Sampling (CLF Bi-Annual Sample)	1	event @	\$1,731	/event =	\$1,731
Task 2b: Leachate Sampling (CLF Bi-annual and Annual Sample)	1	event @	\$1,731	/event =	\$1,731
Task 3: Leachate Laboratory Management	12	event @	\$433	/event =	\$5,198
Task 4: Leachate Reporting	14	event @	\$85	/event =	\$1,190
Task 5a: Water Quality Monitoring, Sampling, Analysis (CLF March)	1	event @	\$17,656	/event =	\$17,656
Task 5b: Water Quality Monitoring, Sampling, Analysis (CLF June)	1	event @	\$27,069	/event =	\$27,069
Task 5c: Water Quality Monitoring, Sampling, Analysis (CLF September)	1	event @	\$16,955	/event =	\$16,955
Task 5d: Water Quality Monitoring, Sampling, Analysis (CLF December)	1	event @	\$24,722	/event =	\$24,722
Task 6a: Water Quality Reporting (CLF March)	1	event @	\$9,200	/event =	\$9,200
Task 6b: Water Quality Reporting (CLF June)	1	event @	\$9,200	/event =	\$9,200
Task 6c: Water Quality Reporting (CLF September)	1	event @	\$9,200	/event =	\$9,200
Task 6d: Water Quality Reporting (CLF December)	1	event @	\$14,420	/event =	\$14,420
Task 8a: Data Management (CLF March)	1	event @	\$1,115	/event =	\$1,115
Task 8b: Data Management (CLF June)	1	event @	\$1,115	/event =	\$1,115
Task 8c: Data Management (CLF September)	1	event @	\$1,115	/event =	\$1,115
Task 8d: Data Management (CLF December)	1	event @	\$1,315	/event =	\$1,315

BIG LAKE LANDFILL SAMPLING AND ANALYSIS

\$20,810

Task 1: Program Management	2	event @	\$740	/event =	\$1,480
Task 5a: Water Quality Monitoring, Sampling, Analysis (BLLF March)	1	event @	\$8,458	/event =	\$8,458
Task 5b: Water Quality Monitoring, Sampling, Analysis (BLLF September)	1	event @	\$4,635	/event =	\$4,635
Task 6a: Water Quality Reporting (BLLF March)	1	event @	\$3,540	/event =	\$3,540
Task 6b: Water Quality Reporting (BLLF September)	1	event @	\$1,570	/event =	\$1,570
Task 8a: Data Management (BLLF March)	1	event @	\$713	/event =	\$713
Task 8b: Data Management (BLLF September)	1	event @	\$415	/event =	\$415

BUTTE LANDFILL SAMPLING AND ANALYSIS

\$27,336

Task 1: Program Management	2	event @	\$740	/event =	\$1,480
Task 5a: Water Quality Monitoring, Sampling, Analysis (BLF May)	1	event @	\$7,575	/event =	\$7,575
Task 5b: Water Quality Monitoring, Sampling, Analysis (BLF October)	1	event @	\$11,571	/event =	\$11,571
Task 6a: Water Quality Reporting (BLF May)	1	event @	\$2,840	/event =	\$2,840
Task 6b: Water Quality Reporting (BLF October)	1	event @	\$2,840	/event =	\$2,840
Task 8a: Data Management (BLF May)	1	event @	\$515	/event =	\$515
Task 8b: Data Management (BLF October)	1	event @	\$515	/event =	\$515

SMITH BALLFIELDS SAMPLING AND ANALYSIS

\$85,949

Task 1: Program Management	2	event @	\$1,480	/event =	\$2,960
Task 5a: Water Quality Monitoring, Sampling, Analysis (SBF March)	1	event @	\$14,192	/event =	\$14,192
Task 5b: Water Quality Monitoring, Sampling, Analysis (SBF June)	1	event @	\$14,113	/event =	\$14,113
Task 5c: Water Quality Monitoring, Sampling, Analysis (SBF September)	1	event @	\$14,113	/event =	\$14,113
Task 5d: Water Quality Monitoring, Sampling, Analysis (SBF December)	1	event @	\$14,192	/event =	\$14,192
Task 6a: Water Quality Reporting (SBF March)	1	event @	\$5,680	/event =	\$5,680
Task 6b: Water Quality Reporting (SBF June)	1	event @	\$5,680	/event =	\$5,680
Task 6c: Water Quality Reporting (SBF September)	1	event @	\$5,680	/event =	\$5,680
Task 6d: Water Quality Reporting (SBF December)	1	event @	\$5,680	/event =	\$5,680
Task 8a: Data Management (SBF March)	1	event @	\$915	/event =	\$915
Task 8b: Data Management (SBF June)	1	event @	\$915	/event =	\$915
Task 8c: Data Management (SBF September)	1	event @	\$915	/event =	\$915
Task 8d: Data Management (SBF December)	1	event @	\$915	/event =	\$915

BASE CONTRACT FY2021 SUBTOTAL: \$279,927

Am 20-083

**MSB LANDFILL WATER QUALITY MONITORING PROGRAM MANAGEMENT SERVICES
FISCAL YEAR 2021 SUMMARY COST ESTIMATE**

MSB LANDFILL MONITORING QAPP UPDATE

\$8,070

CLF Revised Monitoring Plan Letter Preparation

(Letter outlining how Detection Wells will be moved to assessment monitoring program)

Vice President	1 hr.	@	\$230	/hr.	=	\$230
Associate	6 hrs.	@	\$170	/hr.	=	\$1,020
Professional III	2 hrs.	@	\$100	/hr.	=	\$200

Draft-Final QAPP Update Preparation

(Incorporate MSB comments into Draft QAPPs)

Vice President	2 hr.	@	\$230	/hr.	=	\$460
Associate	4 hrs.	@	\$170	/hr.	=	\$680
Professional III	16 hrs.	@	\$100	/hr.	=	\$1,600

Final QAPP Preparation

(Assumed level of effort to respond to ADEC comments/Prepare Final QAPP)

Vice President	4 hr.	@	\$230	/hr.	=	\$920
Associate	8 hrs.	@	\$170	/hr.	=	\$1,360
Professional III	16 hrs.	@	\$100	/hr.	=	\$1,600

CLF METHANE GAS MONITORING

\$14,264

Methane Gas Monitoring/Equipment - July through November 2020

(Assume three monitoring events - 12 hours - and contract/project management)

Labor

Vice President	1 hr.	@	\$230	/hr.	=	\$230
Associate	3 hrs.	@	\$170	/hr.	=	\$510
Senior Professional I	12 hrs.	@	\$120	/hr.	=	\$1,440

Equipment

Q-Rae Multimeter	3 days	@	\$35	/day	=	\$105
Air Check Sampling Pump	3 days	@	\$10	/day	=	\$30
Landtec GA-90 Gas Analyzer	3 days	@	\$75	/day	=	\$225
Vehicle (3 trips at 100 miles round trip)	300 miles	@	\$0.58	/mile	=	\$174
Rotron 404 Blower	22 weeks	@	\$250	/week	=	\$5,500
Rotron 303 Blower (Discovery Drilling rental)	22 weeks	@	\$275	/week	=	\$6,050

MISCELLANEOUS PROFESSIONAL SERVICES/REGULATORY COORDINATION

\$15,000

Contingency Funds for Miscellaneous Services/Regulatory Coordination

\$15,000

Potential additional professional services:

- CLF monitoring program reduction evaluation/request to ADEC
- Support/input for MSB to purchase dedicated pumps/equipment at CLF
- BLF monitoring program reduction/termination request to ADEC
- BLLF BL-17 well repair
- SBF monitoring program revisions/request to ADEC

ADDITIONAL PROFESSIONAL SERVICES SUBTOTAL: \$37,334**MSB LANDFILL WATER QUALITY MONITORING PROGRAM FY2021 TOTAL: \$317,261***Am 20-083*

**MSB LANDFILL WATER QUALITY MONITORING PROGRAM MANAGEMENT SERVICES
FISCAL YEAR 2021 SUMMARY COST ESTIMATE**

EVENT COST COMPARISON (FY2020 TO FY2021)

Task	FY2020 Cost/Event	FY2021 Cost/Event	Cost Change	Reason for Event Cost Change
CLF Task 1	\$1,443	\$1,450	\$8	Hourly rate increase
CLF Task 2a	\$1,716	\$1,731	\$15	Hourly rate increase
CLF Task 2b	\$1,716	\$1,731	\$15	Hourly rate increase
CLF Task 3	\$433	\$433	\$0	
CLF Task 4	\$85	\$85	\$0	
CLF Task 5a	\$14,278	\$17,656	\$3,378	Lab costs; sampling time; hourly rate increase/gas monitoring credit
CLF Task 5b	\$22,949	\$27,069	\$4,121	Lab costs; sampling time; hourly rate increase/gas monitoring credit
CLF Task 5c	\$14,096	\$16,955	\$2,858	Lab costs; sampling time; hourly rate increase/gas monitoring credit
CLF Task 5d	\$21,283	\$24,722	\$3,439	Lab costs; sampling time; hourly rate increase/gas monitoring credit
CLF Task 6a	\$8,261	\$9,200	\$939	Reporting time; hourly rate increase
CLF Task 6b	\$8,261	\$9,200	\$939	Reporting time; hourly rate increase
CLF Task 6c	\$8,261	\$9,200	\$939	Reporting time; hourly rate increase
CLF Task 6d	\$13,397	\$14,420	\$1,023	Reporting time; hourly rate increase
CLF Task 8a	\$1,083	\$1,115	\$33	Hourly rate increase
CLF Task 8b	\$1,083	\$1,115	\$33	Hourly rate increase
CLF Task 8c	\$1,083	\$1,115	\$33	Hourly rate increase
CLF Task 8d	\$1,277	\$1,315	\$39	Hourly rate increase
BLLF Task 1	\$735	\$740	\$5	Hourly rate increase
BLLF Task 5a	\$6,966	\$8,458	\$1,492	Sampling time; hourly rate increase
BLLF Task 5b	\$3,499	\$4,635	\$1,136	Sampling time; hourly rate increase
BLLF Task 6a	\$3,458	\$3,540	\$82	Hourly rate increase
BLLF Task 6b	\$1,535	\$1,570	\$35	Hourly rate increase
BLLF Task 8a	\$695	\$713	\$18	Hourly rate increase
BLLF Task 8b	\$404	\$415	\$12	Hourly rate increase
BLF Task 1	\$735	\$740	\$5	Hourly rate increase
BLF Task 5a	\$7,095	\$7,575	\$480	Sampling time; hourly rate increase
BLF Task 5b	\$11,314	\$11,571	\$257	Sampling time; hourly rate increase
BLF Task 6a	\$2,779	\$2,840	\$61	Hourly rate increase
BLF Task 6b	\$2,779	\$2,840	\$61	Hourly rate increase
BLF Task 8a	\$501	\$515	\$15	Hourly rate increase
BLF Task 8b	\$501	\$515	\$15	Hourly rate increase
SBF Task 1	\$1,470	\$1,480	\$10	Hourly rate increase
SBF Task 5a	\$11,688	\$14,192	\$2,504	Lab costs; sampling time; hourly rate increase
SBF Task 5b	\$12,963	\$14,113	\$1,150	Sampling time; hourly rate increase
SBF Task 5c	\$12,963	\$14,113	\$1,150	Sampling time; hourly rate increase
SBF Task 5d	\$11,688	\$14,192	\$2,504	Lab costs; sampling time; hourly rate increase
SBF Task 6a	\$4,442	\$5,680	\$1,238	Reporting time; hourly rate increase
SBF Task 6b	\$4,442	\$5,680	\$1,238	Reporting time; hourly rate increase
SBF Task 6c	\$4,442	\$5,680	\$1,238	Reporting time; hourly rate increase
SBF Task 6d	\$4,442	\$5,680	\$1,238	Reporting time; hourly rate increase
SBF Task 8a	\$889	\$915	\$27	Hourly rate increase
SBF Task 8b	\$889	\$915	\$27	Hourly rate increase
SBF Task 8c	\$889	\$915	\$27	Hourly rate increase
SBF Task 8d	\$889	\$915	\$27	Hourly rate increase

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