



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 11/6/2008

Agenda Placement: 6B

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors
FROM: Martha Burdick for Trent Cave - Manager
Napa-Vallejo Waste Management Authority
REPORT BY: Sandra Linehan, Secretary - 707-253-4471
SUBJECT: HDR Agreement.

RECOMMENDATION

HDR AGREEMENT

REQUESTED ACTION: Manger recommends that the Board ad hoc committee review proposals from several firms to assist the Authority in the development of guidelines for rates for specialized materials, a review of the Devlin Road Transfer Station operations contracts after one years operation, and the development of options related to the future administration, structure and management of the Authority. (Continued from October 2, 2008)

EXECUTIVE SUMMARY

At the October 2, 2008 Board meeting the Manager requested approval of an agreement with HDR Engineering Inc. (HDR) to assist the Authority with the definition of special materials rates, review of the Devlin Road Transfer Station (DRTS) operations contract with the parties, and development options related to the future administration, structure and management of the Authority. The Board requested the matter be continued to the November meeting in order to gather additional information with regard to the rates and qualifications of HDR and to ascertain if the costs were competitive with other consulting firms. After further review, the Manger is requesting the Board ad hoc committee review proposals from several firms and make a recommendation to the full Board on the most qualified firm to perform the desired tasks.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted? No
What is the revenue source? Operating Reserves
Is it Mandatory or Discretionary? Discretionary
Discretionary Justification: Follow though on the construction and demolition project.
Is the general fund affected? Yes
Future fiscal impact: Once the project is implemented, fees for services should cover the cost of project implementation.
Consequences if not approved: Not completing this aspect of the construction and demolition project.
Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

SUPPORTING DOCUMENTS

None

Manager: Approve
Reviewed By: Martha Burdick