



COUNCIL REPORT

DATE: May 14, 2024
CATEGORY: Consent
DEPT.: Public Works
TITLE: **Public Works Department Landfill Operations—On-Call Engineering Services Contract**

RECOMMENDATION

1. Appropriate \$40,000 from the Solid Waste Fund to the Public Works Department Landfill Operating Index. (Five votes required)
2. Authorize the City Manager or designee to amend the professional services agreement with Telstar Instruments, Inc., a California Corporation (Entity No. 1099363), for on-call electrical and mechanical engineering services, to add \$40,000 for a total not-to-exceed amount of \$330,000.

BACKGROUND

The City has an ongoing need for specialized engineering services to perform complex control system programming, troubleshooting, and repairs for electrical and mechanical equipment for the Landfill Postclosure Operation and various utility pump stations. Telstar Instruments, Inc. (Telstar), currently provides the City with these engineering services for the landfill gas flare station; microturbines (fueled by landfill gas); generators; the landfill gas collection and emission control system; water, sewer, and storm pump stations; and groundwater wells. Telstar also provides consulting and technical services for electrical systems, instrumentation and controls, and emergency assistance for on-site and off-site repairs. The contract also includes scheduled preventive maintenance to ensure these critical controls and equipment are performing as needed.

Telstar has been a long-term service provider for the City and has extensive knowledge of the City's equipment and operations. Due to their history with the City, Telstar can quickly assess and respond to the City's needs, keeping the City's essential equipment functioning.

ANALYSIS

This fiscal year, the landfill gas system had several unexpected equipment component failures requiring repair and/or replacement, where Telstar provided responsive assessment and repair

services (see Table 1). Although ongoing preventative maintenance is performed, these complex control systems and equipment can have components fail, as shown in Table 1.

Table 1. Unexpected Landfill Operation Expenditures

Description	Cost
Flare No. 2 Actuator Valve Replacement	\$10,000
Shoreline Sump Replacement	6,500
Back Nine Air Compressor Rewiring	12,000
Crittenden Ultrasonic Flowmeter Replacement	5,500
Flare No. 1 and No. 3 Louver Replacement	<u>18,500</u>
TOTAL	<u>\$52,500</u>

The existing contract with Telstar is in an amount not to exceed \$290,000, with \$175,000 allocated for utility operations and \$115,000 for landfill operations. The \$115,000 funding allocated for landfill operations has nearly been exhausted with \$5,000 remaining. Additional funding in the amount of \$40,000 is needed for ongoing on-call services for landfill operations through the end of calendar year 2024. This summer, staff will begin a Request for Proposals (RFP) process to identify a consultant to perform these services in 2025.

FISCAL IMPACT

The Public Works Department Landfill Operating Indices 225271 and 225971 are funded by Solid Waste Funds. An increase in appropriations of \$40,000 is being requested for on-call electrical and mechanical engineering services for the City's landfill operations. Staff recommends appropriating \$40,000 from the Solid Waste Fund to the Public Works Department Landfill Operating Index No. 225271 to fund the amendment with Telstar. With the amendment, the Telstar total not-to-exceed agreement amount will be \$330,000. There is sufficient available balance in the Solid Waste Fund for the recommended appropriation.

ALTERNATIVES

1. Do not authorize the appropriation and direct staff to use a different funding source.
2. Do not authorize the amendment adding funding to the professional services agreement with Telstar and direct staff to identify alternative consultant services to meet the City's ongoing on-call service needs for critical controls and equipment.
3. Provide other direction.

PUBLIC NOTICING—Agenda posting.

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