



AGENCY:	City Council
MEETING DATE:	May 13, 2019
DEPARTMENT:	City Manager
PRESENTED BY:	Tabatha Miller
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## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Report and Consider Approval of Scope of Work for Request for Proposals (RFP) for Consulting Services to Assist the City and County in Evaluating the Viability of a Central Coast Transfer Station Project**

### **ISSUE:**

On March 20, 2019, the Caspar Transfer Station Joint Coordinating Committee decided that an evaluation of a Central Coast Transfer Station was needed in order to determine next steps in a potential project. Traditionally, this work has been supported by Mendocino Solid Waste Management Authority (MSWMA) but changes in staff and absent a General Manager at MSWMA, also known as Mendo Recycle, has left this task unattended. Neither the City or County have resources available to provide these services in-house. This led to the Committee's decision to hire a consultant to re-evaluate the viability of the Highway 20 Transfer Station Project and consider alternatives. To keep this project moving, City staff volunteered to issue an RFP and manage the consultant.

### **ANALYSIS:**

#### **Background**

The City and the County jointly own 60 acres in the Caspar area at the end of Prairie Way. The City and County first entered into a joint powers agreement in October 1967 to use the property as a solid waste landfill. The landfill was operated from 1968 to 1992, when the landfill was closed. Since then, the property has been used for a solid waste transfer station. The County had operated the facility until it executed the Operating Agreement and Lease with Solid Waste of Willits on January 25, 2011.

The current Joint Powers Agreement (JPA) between the County and the City was executed in January of 2011 to provide for changes in how the Caspar Solid Waste Transfer Station was operated and to consider the replacement or expansion of the Caspar Transfer Station in order to accommodate commercial collection trucks and allow for long-haul direct transfer to a destination landfill.

The JPA calls for a Joint Coordinating Committee consisting of two City Councilmembers and two County Supervisors. The Committee serves in an advisory role for the Board of Supervisors and the City. Mendo Recycle (formerly Mendocino Solid Waste Management Authority MSWMA) has served as staff support for this Committee and staff turnover there is part of the reason this Committee has not been very active in the last couple of years. The Committee most recently met on March 20, 2019, but the most recent agenda before that which I could locate was dated May 12, 2017.

The JPA was amended October 25, 2016 in order to outline specific terms and obligations for moving forward with replacement of the Caspar Transfer Station. The County Board of Supervisors and City Council certified the Environmental Impact Report (EIR) on the new Transfer Station project for 30075 Highway 20 on September 19, 2016.

Acquisition of the property at 30075 Highway 20 involved a multi-party land swap. The State of

California would transfer 17 acres (30075 Highway 20) to the City/County in exchange for 35 acres of land at the Caspar Landfill site. California Department of Parks & Recreation (DPR) would take ownership of the 35-acre Caspar property in exchange for 12.6 acres of Russian Gulch State Park, which would be transferred to Jackson Demonstration State Forest (JDSF). Not too long after the EIR was certified, DPR pulled out of the proposed land swap. Since that time, momentum on the new Transfer Station project has stalled. Outside of inquiries into other possible land parcels that could be swapped with JDSF, little progress has been made.

At the March 20, 2019 Committee meeting, the Committee agreed to hire a consultant to evaluate and provide guidance on the future of the Transfer Station project. Historically this support was provided by MSWMA but with the future of that organization in question, it was deemed necessary to hire outside assistance. The funds collected from the \$3 fee at the Caspar Transfer Station will be used to pay for the consultant. City and County staff are coordinating efforts to issue an RFP for those services.

**RECOMMENDED ACTION:**

Approve the Scope of Work for Request for Proposals for Consulting Services to assist the City and the Council in evaluating the viability of a Central Coast Transfer Station. Final award of contract will be presented to City Council for approval.

**ALTERNATIVE ACTION(S):**

Decline to approve the Scope of Work and/or provide additional direction to staff.

**FISCAL IMPACT:**

The cost of the consulting services will be paid for from the \$3 fee at the Caspar Transfer Station and designated to fund the study of a replacement or expansion of the Caspar facility. Currently, there is approximately \$120k held by Mendo Recycle for this purpose.

**CONSISTENCY:**

N/A

**IMPLEMENTATION/TIMEFRAMES:**

N/A

**ATTACHMENTS:**

1. Scope of Work
2. Central Coast Final EIR
3. EIR Response to Comments

**NOTIFICATION:**

1. Jerry Ward, Solid Waste of Willits
2. Steve Dunncliff, Mendocino County
3. Central Coast Transfer Station Notify Me List