

September 8, 2021

Amber Fisette
Deputy Director of Transportation
Mendocino County Department of Transportation
340 Lake Mendocino Drive
Ukiah, CA 95482
fisettea@mendocinocounty.com

RE: Task Order: Preliminary Financial & Environmental Analysis for Potential Central Coast Solid Waste Transfer Stations at Pudding Creek Site and Highway 20 Site

Dear Ms. Fisette,

HDR is pleased to present this proposal to assist the County in their solid waste needs. We have prepared this proposal based on our experience working with the County, and on projects of a similar nature.

Background

This task order provides support services to Mendocino County (County) for the high-level planning analysis for two potential sites for a Central Coast Transfer Station (CCTS). The County has been evaluating potential sites for close to 20 years under the assumption that the existing transfer station at Casper will be fully closed and that curbside collection as well as self-haul is moved to a new site. The new site will provide a full range of transfer station services including: the consolidation, and transportation of garbage, recycling, and diversion materials (including organic materials). The transfer station would serve commercial and non-commercial self-haul customers. As described in the May 2020 Central Coast Transfer Station Project Review and Recommendations Report as prepared by Diversion Strategies, the facility would be located on an approximately 5-acre footprint, with the potential to expand to 10 acres in the future. The 30,000 square foot CCTS was sized to accept up to 100 tons per day, a peak tonnage of up to 200 tons per day due to surges or emergencies and have three days of storage capacity in the event the roads were closed. The transfer station would be fully enclosed with a negative air pressure ventilation system to a biofilter and use of roll-up doors and/or driveway curtains.

Initial estimates for the construction of the conceptual transfer station design were between \$4M and \$5M in 2016, including costs for permitting, environmental review, design and engineering, construction, and equipment. This estimate did not include costs for land acquisition.

The County has currently narrowed potential sites down to two: 1) Pudding Creek, owned and operated by Waste Management located at 219 Pudding Creek Road in the City of Fort Bragg, and 2) Highway 20, located at Mendocino County Assessor's Parcel Number 019-150-05 which is north of State Highway 20, located in a portion of the Jackson Demonstration State Forest. This task order is developed to provide the County with a planning level cost/benefit analysis of the site options for the County to determine which site to move forward with the planning, design, and development of a new Central Coast Transfer Station.

Scope of Services

Task 1: Planning Level Cost Benefit Analysis

OBJECTIVE

The purpose of this task is to perform a planning level cost benefit analysis of capital and operational costs for the purpose of examining the relative merits of the potential sites noted above. A quantitative, financial analysis will be performed to illustrate the economic efficiencies of each site.

HDR SERVICES

- Examine two capital funding scenarios – each site fully grant funded and each site fully self-funded
- Develop collection and transportation impacts (assuming transport of solid waste to Potrero Hills Landfill)
- Develop conceptual level projections of the operating cost using estimates of staffing, equipment, and utilities from our experience on other similar projects
- Reflect a 20-year capital amortization period to provide an overall annual cost of the facility
- Translate the capital and operational costs to a range of tip fees for various operating scenarios

CLIENT RESPONSIBILITIES

- Provide cost to lease or purchase site properties
- Clarify facility sizing information, on-site activities (e.g., truck yard, maintenance yard) and waste types (e.g., include recycling buy back or not)
- Provide County or City cost for utilities
- Provide County or City wages by job classification
- Clarify if the facility will be publicly or privately owned
- Work with HDR to clarify other capital and operational assumptions

ASSUMPTIONS

- No estimated permitting or construction timeline will be provided
- Costs are assumed to planning level, equivalent to Class 5 AACE (American Association of Cost Engineers) Cost Estimate Classification System
- HDR will make reasonable assumptions on the hauling distances for transportation

DELIVERABLES

- Draft Preliminary Financial Analysis Spreadsheet with Technical Memo
- One round of comments from City/County
- Final Preliminary Financial Analysis Spreadsheet with Technical Memo

Task 2: Environmental Analysis

OBJECTIVE

A Greenhouse Gas (GHG) emissions impacts analysis will be performed for each site. HDR Services



- Perform GHG analysis for hauling and waste management scenarios

CLIENT RESPONSIBILITIES

- Provide collection vehicle and transfer truck model year and fuel type
- Clarify assumptions for collection and hauling distances

ASSUMPTIONS

- EPA truck emission factors and/or WARM (Waste Reduction Model) emission factors will be used

DELIVERABLES

- Draft GHG hauling and waste management spreadsheet with Technical Memo
- Final GHG hauling and waste management spreadsheet with Technical Memo

Schedule

Estimated durations for the key task milestones are as follows:

- Notice to Proceed (NTP) – Estimated September 10, 2021
- Draft Financial Analysis Spreadsheet with Technical Memo – October 15th, 2021
- Draft GHG Spreadsheet with Technical Memo – October 15th, 2021
- County review period – October 15th through 29th, 2021
- Final Deliverables – November 12th, 2021

Estimated Fee

Compensation for proposed services will be billed on a Time and Materials basis using the County of Mendocino 2020 Quadrennial General Solid Waste Consulting Services Agreement rate ranges list. The estimated fee for these services is not to exceed \$26,915, unless mutually agreed upon by HDR and the County.

Table 1. Team Rate Table

Staff Title	Rate
Principal in Charge / Technical Advisor	\$340 - \$374
Project Manager	\$200 - \$245
Project Engineer	\$125 - \$175
Environmental Specialist	\$95 - \$125
Project Coordinator / Accountant	\$120 - \$145