

Council Business Meeting

July 3, 2018

Title: Sole Source Procurement – Dry Creek Landfill, Inc.
From: David Gies Wastewater Treatment Plant Supervisor
David.gies@ashland.or.us

Summary:

Approval is being requested for a **Sole Source Procurement** exceeding \$100,000.00.

This **Sole Source Procurement** will allow the Wastewater Treatment Plant to directly award a contract to Dry Creek Landfill for the disposal of biosolids. The term for this “Sole Source Procurement” began on July 1, 2018 and will expire on June 30, 2019.

Actions, Options, or Potential Motions:

The Council, acting as the Local Contract Review Board, moves to approve the public contract award to Dry Creek Landfill for the disposal of biosolids

Staff Recommendation:

Staff recommends the public contract be awarded to Dry Creek Landfill.

Resource Requirements:

Funds are budgeted each fiscal year for the disposal of biosolids. Dry Creek Landfill has provided a rate of \$54.60 per ton with a minimum charge of \$300.00 per load. The estimate for FY 2019 is 4,000 tons at a cost of \$54.60 per ton for a total cost of \$218,400.00

Policies, Plans and Goals Supported:

N/A

Background and Additional Information:

The WWTP operates under a DEQ permit and the biosolids that are generated at the plant are required to be disposed of in a manner that meets all federal and state regulations on a daily basis. The closest local and approved disposal site for biosolids in the Rogue Valley is Dry Creek Landfill. The staff at the WWTP is continually focused on efficiency and consistency in the biosolids drying process to ensure a drier product thereby reducing the weight and effectively reducing the overall cost of disposing biosolids.

Attachments:

Dry Creek Landfill, Inc. Rate Sheet Effective July 1, 2018
Form #6 Sole Source Determination and Written Findings



roguedisposal.com

Dear Dry Creek Landfill Customer,

Due to an increase in costs, Dry Creek Landfill Inc. will have a slight rate increase effective July 1, 2018.

New Rates – Effective July 1, 2018

Municipal Solid Waste

MINIMUM CHARGE	\$300.00 each load
General Disposal	\$ 54.60 per ton
Contaminated Soil	\$ 54.60 per ton
Asbestos	\$ 68.25 per cubic yard
Prepaid Asbestos Bags	\$ 15.90 per set

Animals

Small Animals (sheep, goat)	\$21.00 Disposal
\$21.00 first animal / \$10.50 each additional	
Large Animals (horse, cow)	\$42.00 Disposal
\$42.00 first animal / \$21.00 each additional	

Financial

Returned Check Charge	\$25.00 each check
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We appreciate your business and thank you for being our valued customer. Please feel free to call us at 541.779.4161 with any questions.

Thank you,

Customer Service
Dry Creek Landfill, Inc.

SOLE-SOURCE DETERMINATION AND WRITTEN FINDINGS**GOODS AND SERVICES**
Greater than \$100,000

To: City Council, Local Contract Review Board

From: David Gies, wastewater Treatment Plant Supervisor

Date: June 19, 2018

Re: **Sole Source Determination and Written Findings for Goods and Services**

In accordance with AMC 2.50.090(F), the Department Head shall determine in writing that there is only one provider of a product or service of the quality and type required available.

Estimated total value of contract: \$218,400.00

Project name: Dry Creek Landfill

Description of goods and services: Location for the disposal of biosolids.

Background:

The City of Ashland operates its wastewater treatment plant under a permit issued by the Oregon department of Environmental Quality. It is required to dispose of the biosolids generated at the WWTP on a daily basis. These solids need to be handled properly and buried in a timely manner. The WWTP generates on average one 15-yard dump truck of solids daily. Dry Creek landfill is the closest approved site that we can dispose of these solids for burial. The Wastewater Division is focused on efficient cost savings and will look to improve the consistency in the biosolids drying process to ensure a drier product thereby reducing the weight and effectively reducing the overall cost of disposing biosolids.

Dry Creek Landfill has provided the city with a quote of \$54.60 per ton with a \$300.00 per load minimum fee. The estimate for FY 2019 is 4,000 tons for a total cost of \$ 218,400.00

This Sole Source Procurement is being requested for a term of one year beginning July 1, 2018 and expiring on June 30, 2019.

Findings:

[The findings below must include factual information supporting the determination.]

Market Research Overall finding:

Dry Creek Landfill is the closest approved disposal site.

[In accordance with ORS 279B.075, these are the examples of findings that should be addressed. Select at least one of the findings and prepare the determination as it specifically relates to the good or service being procured. More than one finding can be addressed. The findings are as follows.]

Pursuant to ORS 279B.075 (2)(a): Provide findings supporting your determination that the efficient utilization of existing goods requires the acquisition of compatible goods or services from only one source.

N/A

Pursuant to ORS 279B.075 (2)(b): Provide findings supporting your determination that the goods or services required for the exchange of software or data with other public or private agencies are available from only one source.

N/A

Pursuant to ORS 279B.075 (2)(c): Provide findings supporting your determination that the goods or services are for use in a pilot or an experimental project.

N/A

Pursuant to ORS 279B.075 (2)(d): Any other findings that support the conclusion that the goods or services are available from only one source.

N/A

PUBLIC NOTICE:

Pursuant to OAR 137-047-0275 (2), a Contracting Agency shall give public notice of the Contract Review Authority’s determination that the Goods and Services or class of Goods and Services are available from only one source in a manner similar to the public notice of Competitive Sealed Bids under ORS 279B.055(4) and OAR 137-047-0300. The public notice shall describe the Goods or Services to be acquired by a Sole Source Procurement. The Contracting Agency shall give such public notice at least seven days before Award of the Contract.

After the Sole Source Procurement has been approved by the City Council, the following public notice will be posted on the City’s website to allow for the seven (7) day protest period.

Date Public Notice first appeared on www.ashland.or.us - *[if approved, July 5, 2018]*

PUBLIC NOTICE
Approval of a Sole Source Procurement

First date of publication: *[if approved, July 5, 2018]*

A request for approval of a Sole Source procurement was presented to and approved by the City Council, acting as the Local Contract Review Board, on *[if approved, July 3, 2018]*.

It has been determined based on written findings that the following Goods and Services are available from only one source.

Biosolids from the Wastewater Treatment Plant are required to be disposed of in a manner that meets all federal and state regulations. The closest local approved disposal site for biosolids in the Rogue Valley is Dry Creek Landfill. Biosolids are hauled daily to the landfill site for burial. Dry Creek Landfill will accept the material at the current fee of \$54.60 per ton effective July 1, 2018. The Wastewater Division is focused on efficient cost savings and will look to improve the consistency in the biosolids drying process to ensure a drier product thereby reducing the weight and effectively reducing the overall cost of disposing biosolids.

The contract terms, conditions and specifications may be reviewed upon request by contacting David Gies at 541-552-2335 or david.gies@ashland.or.us

An affected person may protest the determination that the personal services are available from only one source in accordance with OAR 137-047-0710. A written protest shall be delivered to the following address: City of Ashland, David Gies, Waste Water Treatment Plant, 90 N. Mountain Avenue, Ashland, OR 97520. The seven (7) day protest period will expire at 5:00pm on *[if published, July 12, 2018]*.

This public notice is being published on the City’s Internet World Wide Web site at least seven days prior to the award of a public contract resulting from this request for approval of a Sole Source procurement.