

Environmental Program Contracts

Hampton Roads Planning District Commission

November 17, 2010

Agenda Item #3



AGENDA NOTE- HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #3: NEW BUSINESS – CONSENT AGENDA – ENVIRONMENTAL PROGRAM CONTRACTS

A. CONTRACT – REGIONAL SOLID WASTE PROGRAM

SUBJECT:

The Southside Chief Administrative Officers have requested that the HRPDC amend its existing contract with SCS Engineers to finalize the 2018 and Beyond Study of the Regional Solid Waste Management System.

BACKGROUND:

In November 2008, SCS Engineers, under contract to the HRPDC, completed a Final Interim Report: Solid Waste Management for Southside Hampton Roads Planning Horizon 2018 – 2047. Since completion of that study, the Southeastern Public Service Authority of Virginia (SPSA) has proceeded with substantial restructuring, including sale of the Waste-To-Energy Plant and termination of its recycling program. It is now proceeding with development of a strategic plan and has posed a number of questions to the CAOs of the eight Southside communities that are members of SPSA. In turn, the CAOs have requested HRPDC assistance to address these issues and to determine the best transition between now and 2018.

The HRPDC has SCS Engineers under contract for related work. They are the appropriate firm to update the work associated with the 2018 Study including assisting the localities in determining the transition between now and 2018. Working with the HRPDC staff and the localities, SCS has developed a scope of work and fee for this effort. The eight Southside CAOs have reviewed and approved the scope of work, fee and allocation of costs among the localities. The First Semiannual Budget Amendment of FY 2011 (Agenda Item #8) reflects the revenues and expenditures associated with this effort.

RECOMMENDED ACTION:

The HRPDC staff recommends that the Commission authorize the Executive Director to contract with SCS Engineers, on behalf of the Southside (SPSA area) localities to complete the update to the 2018 and Beyond Study.

B. CONTRACT – REGIONAL WATER SUPPLY PLAN

SUBJECT:

On behalf of the region's sixteen member localities and the eleven towns in Hampton Roads, the HRPDC is developing the Regional Water Supply Plan to meet state regulatory requirements. The

HRPDC staff has determined that consultant assistance is necessary to enable it to meet pending deadlines for local government review.

BACKGROUND:

The HRPDC staff is developing, in cooperation with the region's sixteen member local governments and the region's eleven towns, a Regional Water Supply Plan, which will enable all localities to meet the state requirement for preparation of a local or regional water supply plan. This work is being facilitated through the Directors of Utilities Committee and is being accomplished through the "Hampton Roads Regional Water Supply Planning Process Memorandum of Agreement", executed in March 2007. This work is substantially complete. However, additional technical review is needed to ensure that all components of this complex project will meet the DEQ Regulations. This technical review and assistance will also entail compilation of associated documents, ordinances and regulations in a format which meets regulatory requirements, while also being useful to the participating localities. The work needs to be completed quickly in order to provide adequate time for local staff and governing body review, action by the governing bodies of each of the participants, including the HRPDC, and submittal to DEQ.

In April 2010, the HRPDC entered into a Continuing Services Agreement with the firm CH2MHILL to provide assistance, on a Task Order basis, in the areas of water supply, wastewater and stormwater and associated activities. The HRPDC authorized the execution of a Continuing Services Agreement, in accordance with a Request for Proposal approved and issued on December 17, 2008. Following a formal selection process, two firms – CH2MHILL and URS – were selected and appropriate contracts executed. A Task Order for the necessary work has been developed and the fee negotiated. Funding in the amount of \$32,962 is available in Regional Water Program funds on hand and is included in the First Semiannual Budget Amendment of FR 2011 (Agenda Item #8). This task and use of the Regional Water Program funds on hand was discussed with the Directors of Utilities Committee at its meeting on November 3, 2010. The Committee recommends the Commission authorize the project.

RECOMMENDED ACTION:

The HRPDC staff and the Directors of Utilities Committee recommend the Commission authorize the Executive Director to execute a Task Order with CH2MHILL for "Assistance in Completing the Regional Water Supply Plan."