



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of November 15, 2022

**DATE:** November 15, 2022

**TO:** Peter Zanoni, City Manager

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**Professional Services Contract**  
**Solid Waste Facility Complex**

**CAPTION:**

Motion authorizing a professional services contract with SCS Engineers, Houston, Texas, to provide conceptual design, process design, and permitting services for a new Solid Waste Facility Complex that includes a transfer station, and crew quarters/administration building, and fleet services complex located in Council District 3, in an amount not to exceed \$328,050.00, with FY 2023 funding available from the Solid Waste Certificate of Obligation Fund.

**SUMMARY:**

This motion authorizes approval of a professional services contract to provide solid waste permitting services and conceptual layout for the proposed transfer station, crew quarter/administration building, and fleet services complex.

Additional services include assistance with addressing Texas Commission on Environmental Quality (TCEQ) administrative and technical comments, TCEQ permit public hearings, and meetings with the Coastal Bend Council of Governments, which is tasked with conducting regional planning for its membership of thirty-three cities and eleven counties.

This contract represents Phase 1 of work including conceptual design and permitting services to develop the unified Solid Waste Department campus. Phase 2 will include recommendations for the design, bid, and construction of the facility.

## **BACKGROUND AND FINDINGS:**

The J.C. Elliot Landfill was closed in 2007 and the J.C. Elliot Transfer Station was opened to transfer solid waste approximately 15 miles to the Cefe F. Valenzuela Landfill. The Corpus Christi community utilizes the landfill and transfer station for waste disposal.

Due to increasing customer demand for operations, the J.C. Elliot Transfer Station has outgrown its facilities and existing space for expansion is limited. The Solid Waste Department has proposed the development of a unified Solid Waste Facility Complex to meet both the City's and residents' growing needs.

The proposed unified Solid Waste Facility Complex consists of three major projects: a transfer station, a crew quarters building, and a fleet services facility that will include both parking infrastructure and a fueling facility. City staff has achieved several important milestones in the development of this project, including City Council approval in August 2020 to purchase 92 acres of farmland adjacent to the current J.C. Elliott Transfer Station.

Over 270,000 customers used the transfer station in FY21. With growing traffic in the transfer station, a new facility is needed to efficiently handle all residential and light commercial waste in the city. The facility does not have walls, resulting in scattered trash from weather conditions such as the wind. The new facility will allow the City to incorporate tire shredding, glass crushing and freon recovery into our waste processing capabilities, reducing the need to rely on third party contractors.

For FY22, the Solid Waste Department budgeted and approved 189 full time positions. Solid Waste collection crews are currently housed at a small City facility located at 2525 Hygiea Street. This facility has not received any improvements since its construction in 1973. The current building and restroom/locker facilities are unable to accommodate the increase in employees. There is only one female restroom facility and one male facility in the building. To supplement the need for additional facilities, the department has placed a porta potty outside the building. In addition, the current Solid Waste office is co-located with Public Works (a portion of which is sinking and has become unsafe), causing Public Works and Solid Waste to rent temporary office space to accommodate employees.

The Solid Waste Department has a mixed fleet of refuse collection trucks, brush trucks, light trucks, heavy construction equipment, roll off trucks and over the road tractor/trailer combos. The number of units will grow annually as the department develops the facility and service demands increase.

To achieve the requirements mentioned, this project will be completed in two phases:

Phase 1 will include transfer station permit or registration application, appropriate for TCEQ authorization. This phase of the project will also include development of conceptual layout of the Facility considering entrance location, traffic, truck queuing at the gate, scale details, the conceptual building layout for the transfer station/crew quarter building, fueling area, maintenance area for hauling vehicles, and potential site obstacles such as floodplains, wetlands, easements, pipelines, Cabaniss Airfield proximity concerns, and powerlines.

Phase 2 of the project will be presented to Council at a future date to include development of detailed plans and specifications for construction, construction cost estimate, construction bid administration and construction phase services.

**PROJECT TIMELINE**

2022 - 2023	2023 - 2024
November - August	August - April
Permitting	Conceptual Facility Design

Projected schedule reflects City Council award of phase 1 design services in November 2022, with conceptual design, and permitting completion anticipated in April 2024. The project schedule is dependent on a timely issuance of Notice to Proceed and is based on estimated time periods for TCEQ review and response. Phase 2 will commence after the completion of Phase 1.

**COMPETITIVE SOLICITATION PROCESS:**

SCS Engineers was selected for the Professional Engineering Service in March 2021 under RFQ 3409, Capital Improvement Projects 2020-2021, Public Health and Safety. SCS Engineers is one of nine firms that submitted qualifications for this project announcement.

The RFQ selection committee consisted of representatives from Solid Waste Department, Asset Management Department, Engineering Services, and the Executive Leadership Team. On March 15, 2021, the RFQ selection committee conducted interviews for the top two firms that were recommended by the evaluation committee. Firms were ranked based on five factors: 1) firm’s experience and qualifications; 2) team’s experience and qualifications; 3) understanding of project scope based on understanding of scope of services, ability to maintain schedules, cost, and quality controls.

SCS Engineers has 50 years of experience as an environmental engineering firm. SCS has been assisting several communities throughout Texas, like Cities of Brownsville, Beaumont, Dallas, Denton, El Paso, Lubbock, Killeen, Odessa, Nacogdoches, New Braunfels, Port Arthur, Temple, and Waco on various recycling and solid waste projects. SCS Engineers have previously completed the Cefe Valenzuela Landfill Gas Collection & Control System Lifecycle Improvements - Cells 1B/1C project for the City.

**ALTERNATIVES:**

The alternative is to not approve the proposed professional services agreement; however, the Solid Waste Facility Complex is an approved project in the Solid Waste Department CIP for FY 2022, and it will cause a delay in the development of the unified Solid Waste Facility Complex if this professional services agreement is not approved.

**FISCAL IMPACT:**

The fiscal impact in FY 2023 is an amount of \$328,050.00 with funding available from the Solid Waste Certificate of Obligation Fund.

**FUNDING DETAIL:**

Fund: **SolidWst2021TCO (Fund 3373)**  
Mission Elem: Maintaining Solid Waste Facilities (031)  
Project No.: Solid Waste Facility Complex (21007)  
Account: Design (550950)  
Activity: 21007-3373-EXP  
Amount: \$328,050.00

**RECOMMENDATION:**

Staff recommends approval of the professional services contract with SCS, in an amount not to exceed \$328,050.00 for Solid Waste Facility Complex. The phase I design will begin in November 2022 with estimated phase design completion in April 2024.

**LIST OF SUPPORTING DOCUMENTS:**

Location and Vicinity Maps  
Evaluation Matrix  
Contract  
CIP Page  
PowerPoint