



Lexington-Fayette Urban County Government
DEPARTMENT ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray
Mayor

Richard Moloney
Acting Commissioner

TO: JIM GRAY, MAYOR
URBAN COUNTY COUNCIL

FROM: GEORGE S. MILLIGAN, CONSTRUCTION SUPERVISOR
DEPARTMENT OF ENVIRONMENTAL QUALITY & PUBLIC WORKS

DATE: November 20, 2012

SUBJECT: REQUEST COUNCIL AUTHORIZATION TO EXECUTE AN AGREEMENT WITH TETRA TECH ENGINEERING AND ARCHITECTURE SERVICES TO PREPARE THE CONSTRUCTION PROGRESS REPORT ACCORDING TO KRS 224 FOR THE CLOSURE OF CP1, CP2, CP3, AND ASSOCIATED FACILITIES AT THE HALEY PIKE LANDFILL.

The Department of Environmental Quality and Public Works is requesting the authorization to execute an agreement with Tetra Tech Engineering and Architecture Services to prepare the Construction Progress Report according to KRS 224 for the closure of CP1, CP2, CP3, and associated facilities at the Haley Pike Landfill at a cost of \$32,875.00.

Tetra Tech performed the Design, Quality Control and Quality Assurance (QC/QA) inspections at the time the municipal waste sections CP1, CP2, and CP3 were closed and the landfill was converted to a Construction Demolition/Debris Landfill in 2005. Since the landfill was being closed in sections the reporting required in accordance with KRS 224 would not be submitted to the Kentucky Division of Waste Management until the closure of all sections was completed. The final closure of CP4 is now complete and the landfill is closed. The report for the final section (CP4) will be submitted by Kenvirons who performed the QC/QA inspections on that section.

Funds for this work are budgeted within the Division of Waste Management.

Attached for your consideration, is a copy of the proposal from Tetra Tech.


George S. Milligan, Construction Supervisor

George

Tetra Tech will prepare the construction progress report (CPR), in accordance with KRS 224, for Construction Phases (CP) 1, 2, and 3 of Unit I, Phase 2 of the Haley Pike Landfill. The closure cap for the three construction phases was accomplished in two projects. The initial construction involved CP1 and CP2 (41.8 acres) as well as the leachate collection system around Unit I, Phase 2, the leachate lagoon, and the constructed wetlands. The second project involved CP3 (27.0 acres) as well as the leachate collection system around Unit I, Phase 1.

The CPR for CP1 and CP2, and associated facilities, will be completed for a lump sum fee of **\$19,975.00**. The CPR for CP3 and the leachate collection system will be completed for **\$12,900.00**. Work will commence upon receipt of the purchase orders, and will be completed within 45 calendar days thereafter.

The CPR for each construction project will include the following:

- Engineer's Certification of Construction.
- Summary of construction tasks.
- Chronology of Events.
- Appropriate correspondence.
- Minutes of Construction Progress Meetings.
- Figures illustrating key construction components.
- As-Built Drawings.
- Manufacturers Data Sheets for geotextiles, geomembranes, geocomposites, and pipe.
- Test results.
- Construction photographs.

Tetra Tech will file the CPRs with Kentucky Division of Waste Management, and furnish two copies to the Owner. Thank you for the opportunity to provide this proposal.

Roger Blair, P.E., BCEE | Senior Project Manager

Direct: 859.514.8763 | Cell: 859.619.3271 | Main: 859.223.8000 | Fax: 859.224.1025

roger.blair@tetrattech.com

Tetra Tech | Engineering & Architecture Services

800 Corporate Drive, Suite 200 | Lexington, KY 40503 | www.tetrattech.com



JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

Sole Source Purchases are defined clearly, based upon a legitimate need, and are limited to a single supplier. Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment and related parts or upon a clearly unique and/or cost effective feature requirement. The use of sole source purchases must be justified and shall be limited only to those specific instances in which compatibility or technical performance needs are being satisfied.

Sole Source Services are defined as a service provider providing technical expertise of such a unique nature that the service provider is clearly and justifiably the only practicable source available to provide the service. The justification shall be based on the uniqueness of the service, sole availability at the location required, or warranty or defect correction service obligations of the service provider.

This form must be filled out for the request to purchase any good or non-professional service that requires a competitive procurement process (informal quotes (\$1001-\$10,000), formal quotes (\$10,001 - \$19,999.99), or formal bid (\$20,000 or more) as defined in the LFUCG's Purchasing Manual. This form must be completed in its entirety and attached to the purchase requisition.

Note: Sole Source Purchase requests for goods exceeding \$20,000 will require approval by the Urban County Council by submitting an Administrative Review Form. A copy of this form must be signed off by Central Purchasing and attached to the Administrative Review Form.

Requesting Division

Name George Milligan Division/Dept EQ&PW

Phone 859-258-3402 Email gmilligan@lexingtonky.gov

Type of Purchase: Goods/Materials/Equipment Services

Cost: \$32,875.00

Sole Source Request for the Purchase of: Provide Construction Progress Report for the closure of CP1, CP2, CP3, and the leachate collection system

One Time Purchase To Establish Sole Source Provider Contract
(subject to annual review and approval by Central Purchasing and/or Urban County Council)

Vendor Information

Business Name Tetra Tech Engineering and Architecture Services

Contact Name Roger Blair

Address 800 Corporate Drive Suite 200, Lexington, KY 40503

Phone 859-223-8000 Email roger.blair@tetrattech.com

STATEMENT OF NEED: (Add additional pages as needed)



JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

My division/department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the LFUCG. I know of no conflict of interest on my part, and I have no personal involvement in any way with this request. No gratuities, favors, or compromising actions have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials, persons or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

1. Describe the product or service and list the necessary features this product provides that are not available from any other option.

2. Below are eligible reasons for sole source. Check one and describe.

Licensed or patented product or service. No other vendor provides this. Warranty or defect correction service obligations to the consultant. Describe why it is mandatory to use this licensed or patented product or service.

Existing LFUCG equipment, inventory, custom-built information system, custom-built data inventory system, or similar products or programs. Describe. If product is off-the-shelf, list efforts to find other vendors (i.e. web site search, contacting the manufacturer to see if other dealers are available to service this region, etc.)

Uniqueness of the service. Describe.

The LFUCG has established a standard for this manufacturer, supplier, or provider and there is only one vendor. Attach documentation from manufacturer to confirm that only one dealer provides the product.

Factory-authorized warranty service available only from this single dealer. Sole availability at the location required. Describe.

Used item with bargain price (describe what a new item would cost). Describe.

Other – The above reasons are the most common and established causes for an eligible sole source. If you have a different reason, please describe:

Field work was done by this company. This P.O. is to prepare the required reports for the State.



JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

3. Describe efforts to find other vendors or consultants (i.e. phone inquires, web site search, contacting the manufacturer to see if other dealers are available to service region, etc.).

4. How was the price offered determined to be fair and reasonable?

(Explain what the basis was for comparison and include cost analyses as applicable.)

Price was compared to rate charged by other firm for the same type of work

5. Describe any cost savings realized or costs avoided by acquiring the goods/services from this supplier.
