



HAYWOOD COUNTY BOARD OF COMMISSIONERS

AGENDA REQUEST

***Must be presented to the County Manager's Office
NO LATER THAN 5 P.M. FRIDAY THE WEEK BEFORE THE MEETING***

DATE OF REQUEST: July 29, 2016

FROM: DBF

MEETING DATE REQUESTED: August 15, 2016

*Regular meetings: First (1st) Monday of the month at 9:00 am
Third (3rd) Monday of the month at 5:30 pm*

SUBJECT: McGill Engineering Contracts for 2016 - 2017

REQUEST: Haywood County is seeking approval of three contracts for McGill for ongoing services at the Francis Farm Landfill (FFLF) and Convenience Centers:

Technical Guidance and or Operational	\$20,000.00
Fines Creek Convenience Center Construction	\$23,500.00
Mauney Cove Convenience Center Construction	\$22,200.00

BACKGROUND: McGill has been one of engineering partners the County has used at FFLF and White Oak Landfill. McGill has been working with the County since 2007 with various solid waste projects.

IMPLEMENTATION PLAN: Solid Waste Administrator will oversee contracts and continued project at FFLF.

FINANCIAL IMPACT STATEMENT: The money was budgeted in

SUPPORTING ATTACHMENTS: YES NO HOW MANY? 14

LIST: _____

_PowerPoint Presentation: YES NO

PERSON MAKING PRESENTATION AT MEETING: David B Francis

TITLE: Solid Waste Administrator

PHONE NUMBER: 356-2602

E-MAIL: dbfrancis@haywoodnc.net



July 29, 2016

Mr. David B. Francis
Solid Waste and Tax Administrator
Office of County Manager
Haywood County
215 North Main Street
Waynesville, North Carolina 28746

RE: Technical Guidance and/or Operational
Assistance for Ongoing Solid Waste
Operations
Haywood County, North Carolina

Dear Mr. Francis:

McGill Associates is pleased to submit our proposal to provide technical guidance and/or operational assistance to Haywood County relative to the ongoing solid waste operations. The specific scope of services is detailed below:

SCOPE OF SERVICES

Technical Guidance and/or Operational Assistance for Ongoing Solid Waste Operations

1. Meet with County staff on an as needed basis to discuss ongoing solid waste operations in the County.
2. Assist the County with evaluation of the ongoing operation contract at the White Oak MSW Landfill.
3. Assist the County with addressing applicable compliance issues relative to groundwater and gas assessments.
4. Provide engineering support and guidance for troubleshooting the operation of the skid-mounted blower flare system and engine generator system at the Francis Farm Landfill.
5. Periodically review the landfill gas monitoring well data to determine how the gas collection system is affecting the elevated methane levels in the landfill gas monitoring wells at the Francis Farm Landfill.
6. Periodically review the operation of the skid-mounted landfill gas flare system and engine generator system to assist in maximizing the operating efficiency of the systems at the Francis Farm Landfill.

7. Provide recommendations for extraction well field adjustments to maximize the efficiency of the landfill gas collection system at the Francis Farm Landfill.
8. Review quarterly gas monitoring data and submit results to the North Carolina Department of Environment and Natural Resources (NCDENR), Solid Waste Section (SWS) following the semi-annual monitoring events at the Francis Farm Landfill.

PROPOSED FEES

Based on the above proposed scope of services, we propose to perform the above services on an hourly basis, for a maximum not to exceed fee of **\$20,000**. Invoices will be submitted monthly based on the actual time spent and will be calculated in accordance with the attached Basic Fee Schedule.

ASSUMPTIONS

We have based our proposal on the following assumptions:

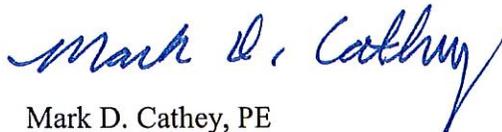
1. Haywood County will be responsible for all operational, maintenance and repair costs for the landfill gas collection and combustion system and the engine generator operation not covered under existing warranties.
2. Haywood County will be responsible for all operational, maintenance and repair costs associated with the post-closure care of the Francis Farm Landfill facility.
3. This proposal is to cover general consultation, meetings, technical guidance, and assist the County with routine compliance. We will develop a separate scope and proposed fee for any specific projects that are identified as necessary via consultation with the County and the Solid Waste Section as being necessary to maintain compliance for the facility.

Mr. Francis, we appreciate the opportunity to present this proposal to Haywood County for continuing to assist with operations and compliance for the Francis Farm Landfill. We look forward to working with you and your staff on this important project for Haywood County. If the above is acceptable to you, please provide the appropriate signature below and return one (1) copy for our records.

Should you have any questions or need additional information, please do not hesitate to give us a call at (828) 252-0575.

Sincerely,

McGILL ASSOCIATES, P.A.



Mark D. Cathey, PE
Senior Project Manager

cc: Mr. Ira Dove, County Manager, Haywood County
Mr. Danny Bridges, PE, McGill Associates

ACCEPTED:

NAME

TITLE

DATE



BASIC FEE SCHEDULE

December, 2015

<u>PROFESSIONAL FEES</u>	<u>Hourly Rate</u>
Firm Principal	\$185.00
Program Services Manager I	\$145.00
Program Services Manager II	\$160.00
Senior Project Manager I	\$160.00
Senior Project Manager II	\$170.00
Project Manager I	\$140.00
Project Manager II	\$150.00
Project Engineer I	\$105.00
Project Engineer II	\$115.00
Project Engineer III	\$125.00
Engineering Associate I	\$ 85.00
Engineering Associate II	\$ 90.00
Engineering Technician I	\$ 80.00
Engineering Technician II	\$ 90.00
Engineering Technician III	\$100.00
Environmental Specialist I	\$ 80.00
Environmental Specialist II	\$ 90.00
Electrical Engineer I	\$105.00
Electrical Engineer II	\$115.00
Electrical Engineer III	\$125.00
Electrical Engineering Associate I	\$ 85.00
Electrical Engineering Associate II	\$ 90.00
Electrical Engineering Technician I	\$ 80.00
Electrical Engineering Technician II	\$ 90.00
Electrical Engineering Technician III	\$100.00
CADD Operator I	\$ 75.00
CADD Operator II	\$ 80.00
CADD Operator III	\$ 85.00
Construction Services Manager I	\$120.00
Construction Services Manager II	\$130.00
Construction Administrator I	\$ 90.00
Construction Administrator II	\$100.00
Construction Administrator III	\$110.00

Construction Field Representative I	\$ 75.00
Construction Field Representative II	\$ 80.00
Construction Field Representative III	\$ 85.00
Planner I	\$ 95.00
Planner II	\$105.00
Planner III	\$125.00
Planner IV	\$135.00
Surveyor I	\$ 80.00
Surveyor II	\$ 90.00
Surveying Associate I	\$ 70.00
Surveying Associate II	\$ 75.00
Survey Field Technician I	\$ 55.00
Survey Field Technician II	\$ 60.00
Survey Field Technician III	\$ 65.00
Administrative Assistant (I-III)	\$ 70.00
Accounting Assistant (I-II)	\$ 80.00

1. **EXPENSES**

- a. Mileage - \$0.65/mile
- b. Robotics/GPS Equipment - \$25/hr.
- c. Telephone, reproduction, postage, lodging, and other incidentals shall be a direct charge per receipt.

2. **ASSOCIATED SERVICES -**

- a. Associated services required by the project such as soil analysis, materials testing, etc., shall be at cost plus ten (10) percent.