

**Indian River County, Florida  
Solid Waste Disposal District  
Board Memorandum**

**Date:** May 8, 2020

**To:** Jason E. Brown, County Administrator

**From:** Vincent Burke, PE, Director of Utility Services

**Prepared by:** Himanshu H. Mehta, PE, Managing Director, Solid Waste Disposal District

**Subject:** Landfill Gas to Energy Project - Amendment No. 1 to Work Order No. 4 to Tetra Tech, Inc.

**Descriptions and Conditions:**

On May 7, 2019, the Indian River County (IRC) Solid Waste Disposal District (SWDD) Board approved Work Order No. 4 to Tetra Tech, Inc. (Tetra Tech) for professional services associated with the finalization of a landfill gas (LFG) agreement with the Indian River Eco District, LLC (IRED) as well as an inspection of the LFG system. The total estimate for the project on a time and materials basis was \$30,994.

The LFG system inspection was performed by Tetra Tech, and they provided an inspection report to staff in May 2019. Recommendations from Tetra Tech were utilized to modify the LFG Operations and Maintenance (O&M) portion of the Republic Services contract.

On July 16, 2019, the SWDD Board approved an LFG agreement with IRED wherein they purchase the LFG for producing electricity and/or Renewable Natural Gas (RNG).

Tetra Tech has continued to provide technical assistance on the LFG project with approximately \$1,800 remaining in the budget.

**Analysis:**

As part of the Continuing Contract Agreement for Continuing Engineering Services entered into on April 17, 2018, SWDD staff requested Tetra Tech submit a proposal to provide professional and consulting services for the subject project. Tetra Tech’s time and materials proposal, including scope of work, schedule and budget, is shown in the attached documents. Tetra Tech’s proposal consists of the following:

<b>TASK</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1	LFG to Energy Consulting Support / Energy Credits	\$ 28,364
	<b>Total =</b>	<b>\$ 28,364</b>

The purpose of this amendment is to continue to utilize Tetra Tech on the Landfill Gas to Energy Project.

**Funding:**

Funding for these professional services is budgeted and available in the Other Professional Services account in the SWDD Landfill Fund, which is funded from SWDD assessments and user fees.

Description	Account Number	Amount
Other Professional Services	41121734-033190	\$28,364

The total funding to Tetra Tech, including this work order would be \$59,358.

**Recommendation:**

Solid Waste Disposal District staff recommends that its Board approve the following:

- a) Approve CCNA-2018 Amendment No. 1 to Work Order No. 4 with Tetra Tech, Inc. in the amount of \$28,364 to provide professional services related to the Technical Assistance with the Landfill Gas to Energy Project.
- b) Authorize the Chairman to execute the same, as presented.

**Attachments:**

- 1) CCNA-2018 Amendment No. 1 to Work Order No. 4 – Tetra Tech