

**Agenda Item Summary**

20-0646

BOC Meeting Date
9/16/2020**Requesting Agency**

Real Estate and Asset Management

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contract - Department of Real Estate and Asset Management, RFP#18RFP113472C-BKJ, Landfill Post Closure Services with Atlantic Coast Consulting, Inc. (Roswell, GA) in the amount of \$496,700.00, to provide post closure care services at two (2) municipal solid waste landfills and the Merk/Miles Citizen Convenience Center. This action exercises the second of two renewal options. No renewal options remain. Effective dates: January 1, 2021 through December 31, 2021.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes Open and Responsible Government

Is this a purchasing item?

Yes

Summary & Background*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work: This contract provides all necessary professional services, project management, and administrative support to implement the post closure care services for these landfills and the Merk/Miles Citizen Convenience Center. The Scope of Work includes but not limited to these areas:

- A. Project Management, Scheduling, Recordkeeping and Reporting
- B. Implementation of Health and Safety Programs
- C. Landfill Compliance Inspections
- D. Landfill Gas (LFG) Management
- E. Methane Monitoring and Reporting
- F. Groundwater and Surface Water Monitoring and Reporting
- G. Merk/Miles Convenience Center Station (Administration/ Oversight)
- H. South Fulton Community Cleanup Event/Household Hazardous Waste
- I. Landfill Maintenance Merk/Miles and Morgan Falls Landfills
- J. South Fulton Community Cleanup Event/Household Hazardous Waste

All work shall be performed in compliance with the guidelines set forth by the Georgia Department of

Agency Director Approval**County Manager's
Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

Environmental Protection Division (GA EPD).

Community Impact: Without this contract, the County's citizens would experience serious hazardous odors coming from the landfills that could be a health hazard.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval to renew existing contract to provide post closure care services at the Merk/Miles Road and Morgan Falls landfills and the Merk/Miles Citizen Convenience Center for fiscal year 2021.

Historical Expenditures:

- FY2020: The County expenditure as of 8/11/20 is \$299,816.77
- FY2019: The County spent \$496,700.00
- FY2018: The County spent \$750,338.45

Project Implications: The County would face serious penalties from the Georgia Department of Environmental Protection Agency.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this contract renewal is not approved, the County will not have the abilities to continue to provide post closure care services and would be in violation with the Environmental Protection Agency.

History of BOC Agenda Item: Yes, see chart below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	19-0063	1/23/19	\$496,700.00
1 st Renewal	19-0789	10/2/19	\$496,700.00
2nd Renewal			\$496,700.00
Total Revised Amount			\$1,490,100.00

Contract Compliance Information

(Provide Contractor and Subcontractor details.)

Contract Value: \$496,700.0
Prime Vendor: Atlantic Coast Consulting, Inc.
Prime Status: Non-Minority
Location: Roswell, GA
County: Fulton County
Prime Value: \$376,995.30 or 75.90%

Continued

Subcontractor: BMS Enterprise
Subcontractor Status: African American Male Business Enterprise Non-Certified
Location: Conyers, GA
County: Rockdale County
Subcontractor Value: \$99,340.00 or 20.00%

Subcontractor: Test American Laboratories, Inc.
Subcontractor Status: Non-Minority
Location: Tallahassee, FL
County: Leon County
Subcontractor Value: \$20,364.70 or 4.10%

Total Contract Value: \$496,700.00 or 100.00%
Total M/FBE Value: \$99,340.00 or 20.00%

20-0646

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	\$496,700.00 or 100.00%			
Total M/FBE Values	\$99,340.00 or 20.00%			
Total Prime Value	\$376,995.30 or 75.90%			
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>				
100-520-5408-1160: General, Real Estate and Asset Management, Professional Services- \$496,700 "Subject to availability of funding adopted for FY2021 by BOC"				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>				
Exhibit 1: Contract Renewal Agreement Exhibit 2: Contractor's Performance Report Exhibit 3: Contract Renewal Evaluation Form				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i>				
Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement

Contract Attached: Yes	Previous Contracts: Yes		
Solicitation Number: 18RFP113472C-BKJ	Submitting Agency: Department of Real Estate and Asset Management	Staff Contact: Harry Jordan	Contact Phone: (404) 612-5933
Description: Approval to renew existing contract to provide landfill post closure care services for FY2021.			

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$496,700.00	Amount: .	%: .
Previous Adjustments:	\$496,700.00	Amount: .	%: .
This Request:	\$496,700.00	Amount: .	\$99,340.00 or 20.00%
TOTAL:	\$1,490,100.00	.	
		Amount: .	%: .

Grant Information Summary:

Amount Requested:	.	<input type="checkbox"/>	Cash
Match Required:	.	<input type="checkbox"/>	In-Kind
Start Date:	.	<input type="checkbox"/>	Approval to Award
End Date:	.	<input type="checkbox"/>	Apply & Accept
Match Account \$:	.		

Funding Line 1: 100-520-5408-1160: \$496,700.00 "Subject to availability of funding adopted for FY2021 by BOC"	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 1/1/2021	End Date: 12/31/2021
Cost Adjustment: .	Renewal/Extension Terms: No renewal options remain.

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 8/12/2020
X	County Attorney:	Stewart, Denval	Date: 9/8/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/9/2020
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 8/13/2020
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 9/9/2020



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Real Estate and Asset Management

BID/RFP# NUMBER: 18RFP113472C-BKJ

BID/RFP# TITLE: Landfill Post Closure Services

ORIGINAL APPROVAL DATE: 1/23/2019

RENEWAL EFFECTIVE DATES: 1/ 1/ 2021 **THROUGH** 12/ 31/2021

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$496,700.00

COMPANY'S NAME: Atlantic Coast Consulting, Inc.

ADDRESS: 630 Colonial Park Drive, Suite 100

CITY: Roswell

STATE: GA

ZIP: 30075

This Renewal Agreement No. ____ was approved by the Fulton County Board of Commissioners on BOC DATE: BOC NUMBER:

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications as referenced herein:

FULTON COUNTY, GEORGIA

ATLANTIC COAST CONSULTING, INC

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Joel Scott
Vice President

ATTEST:

ATTEST:

Tonya R. Grier
Interim Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

AUTHORIZATION OF RENEWAL:

ATTEST:

Joseph N. Davis, Director
Department of Real Estate and Asset
Management

Notary Public

County: _____

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
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DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2020	6/30/2020	1/1/2020	12/31/2020
PO Number			PO Date
520 20SC123319C-BKJ			1/21/2020
Department	Real Estate and Asset Management		
Bid Number	18RFP113472C-BKJ		
Service Commodity	Landfill Post Closure Services		
Contractor	Atlantic Coast Consulting , Inc.		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
= Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
= Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
= Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Atlantic Coast Consulting (ACC) is highly technical and very professional in their field. They are up to date on regulatory requirements and qualification. They provide open communication with regulatory authorities and client to make sure everyone understand the requirement and provide guidance and support to fulfil them in timely manner.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

☐ 0
☐ 1
☐ 2
☒ 3
☐ 4

Reports and projects have been submitted within the timeframe specified by regulatory authorities to fulfill the requirements. The contract is for two closed landfills one is located in South and other is in North of Fulton County. Both sites are under 24/7 monitoring due to methane generation on sites. Contractor is available on site within hours of any emergency/issue arise from weather or equipment.

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

☐ 0
☐ 1

20-0646

ACC has a open communication with County and respond with proper documentation within hours of any problem. They have full staff of technical personnel who are
or phone to answer any enquiries or request promptly.

☒ 4

Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Comments:

Staff at ACC is up to date on industry practices and standards, and provide all information and invoicing in promptly and professionally. They have been meeting Environmental Protection Division requirements throughout their contract period.

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Comments:

Atlantic Coast Consulting staff is expert in landfill operations and also possess all technical certification needed to certify the reposts and projects for EPD on as needed basis. They provide effective supervision and testing for all landfill sampling and monitoring. County has access to all reports and information at all time needed for landfill Post Closure activities and implantations.

Overall Performance Rating: 3.8

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

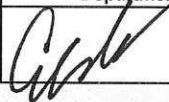
Rating completed by:

shaista.begum

Department Head Name

JOSEPH M DAVIS

Department Head Signature



Date

7/10/2020

**Agenda Item Summary**

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9/2/2020**Requesting Agency**

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Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement**Contract Attached:**
Yes**Previous Contracts:**
Yes**Solicitation Number:**
18RFP113472C-BKJ**Submitting Agency:**
Department of Real
Estate and Asset
Management**Staff Contact:**
Harry Jordan**Contact Phone:**
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Original Approved Amount: \$496,700.00
 Previous Adjustments: \$496,700.00
 This Request: \$496,700.00
 TOTAL: \$1,490,100.00

MBE/FBE Participation:

Amount: . %: .
 Amount: . %: .
 Amount: . \$99,340.00 or 20.00%
 .
 Amount: . %: .

Grant Information Summary:

Amount Requested: . ☐ Cash
 Match Required: . ☐ In-Kind
 Start Date: . ☐ Approval to Award
 End Date: . ☐ Apply & Accept
 Match Account \$: .

Funding Line 1:

100-520-5408-1160:
 \$496,700.00 "Subject
 to availability of
 funding adopted for
 FY2021 by BOC"

Funding Line 2:

.

Funding Line 3:

.

Funding Line 4:

.

KEY CONTRACT TERMS**Start Date:**

1/1/2021

End Date:

12/31/2021

Cost Adjustment:

.

Renewal/Extension Terms:

No renewal options remain.

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 8/12/2020
.	County Attorney:	.	Date: .
.	Purchasing/Contract Compliance:	.	Date: .
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 8/13/2020
.	Grants Management:	.	Date: .
.	County Manager:	.	Date: .