



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
June 21, 2022

TOPIC: Solid Waste Consulting Services Agreement Amendment – Ongoing Transition Assistance

AGENDA TITLE

Approve an Amendment to the Agreement with HF&H Consultants, LLC to Expand the Solid Waste Consultant Services Scope of Work, Increase the Agreement Capacity by \$120,000, and Exercise the One-Year Extension (Non-General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute the third amendment to the agreement with HF&H Consultants, LLC to expand the solid waste consulting services scope of work, increase the total compensation by \$100,000, plus a contingency of \$20,000, for a total additional amount not to exceed \$120,000, and exercise the one-year extension expiring June 30, 2023, with option to extend the term for one additional year, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

HF&H Consultants previously assisted the City in establishing the City's "Green Policy" and goals, negotiated an extension of the solid waste services agreement, developed a draft solid waste services Request for Proposal (RFP) and agreement, evaluated proposals, expanded the RFP scope of work and agreement language, initiated negotiations, prepared contracts, and provided certain contract transition services.

The Public Works Agency desires to amend the agreement to modify HF&H Consultants' scope of work to include additional contract transition services such as review of public education and outreach efforts, monitoring of contract compliance and regulatory compliance, and assistance with CalRecycle matters. The term and compensation will also be amended to allow sufficient time and contract capacity for the requested services (Exhibit 1).

ENVIRONMENTAL IMPACT

There is no environmental impact associated with the action.

FISCAL IMPACT

The total amount of the requested amendment is \$120,000. Funds have been budgeted and will be available for expenditure in FY 2022-23 as follows:

Fiscal Year	Accounting Unit – Account #	Fund Description	Accounting Unit, Account Description	Amount
2022-23	06917640-62300	Refuse Collection Service	Refuse Collection Service, Contract Services-Professional	\$120,000

EXHIBIT(S)

1. Third Amendment to Agreement with HF&H Consultants

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager