

CITY OF SANTA ROSA  
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES  
FROM: ZACH KAY, BIOSOLIDS COORDINATOR, WATER  
DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
JENNIFER MYLES, SENIOR BUYER, FINANCE DEPARTMENT  
SUBJECT: AWARD - GENERAL SERVICES AGREEMENT NO. F002525  
FOR BIOSOLIDS HAULING SERVICES WITH PONCIA  
FERTILIZER, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance and Water Departments that the Board of Public Utilities, by resolution, approve award of General Services Agreement No. F002525, for a one-year term with four one-year renewal options for biosolids hauling services to the lowest responsive, responsible bidder Poncia Fertilizer, Inc., Cotati, CA in the amount not to exceed \$725,395.

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EXECUTIVE SUMMARY

Biosolids hauling services consist of hauling approximately 35,000 tons of dewatered biosolids produced by the Laguna Wastewater Treatment Plant to a variety of reuse sites and a local refuse location. The current hauling contract will expire on December 31, 2022. The Contractor shall provide the necessary equipment and personnel for hauling Biosolids generated at the Laguna Treatment Plant.

BACKGROUND

The Laguna Treatment Plant (LTP) currently relies on three beneficial reuse options for biosolids that are produced at the wastewater treatment plant: Land Application, alternative daily landfill cover, and the Lystek facility located at the Fairfield-Suisun Wastewater Treatment Plant. For the land application program, the City has contracts with seven (7) farmland site owners/users who use biosolids as a soil amendment. The City also spreads biosolids on four (4) City-owned farms. All of these locations are held to Federal 503 and/or State General Order regulations which include strict limits on the amount and time of year that biosolids may be land-applied. All private and City-owned

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lands are limited to accept biosolids application only during the months of May through October. Additional amounts of biosolids produced at LTP from November through April are stored at the Alpha Farm Biosolids Storage Facility for land application during the months of May through October. During this time, the City sends a minimum of 11,000 wet tons annually to the Lystek facility located at the Fairfield-Suisun Wastewater Treatment Plant. Landfill reuse as Alternative Daily Cover is the backup option for the City when the above beneficial reuse options are not viable due to capacity or time constraints. All of the above options require trucking biosolids in specialized, large capacity trucks.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

Not Applicable.

ANALYSIS

On August 10, 2022, the Purchasing Division of Finance posted Invitation for Bid (IFB) 22-30 for biosolids hauling services on Planet Bids. Bidding closed on August 31, 2022.

Of the 21 prospective bidders on the City's bid list, two bidders responded. Poncia Fertilizer, Inc., Cotati, CA (Poncia) responded with a written bid and is considered responsive and responsible to the requirements of IFB 22-30. See bid response chart below:

Vendor	Price
Poncia Fertilizer Inc Cotati, CA	\$725,395
Pipe and Plant Solutions Inc Oakland, CA	\$2,157,750

Staff have carefully evaluated Poncia's bid and determined that it is fair and reasonable.

FISCAL IMPACT

Funds for this operational expense have been allocated in the fiscal year 2022-23 Water Department Operation and Maintenance budget, and subsequent years as approved by Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not Applicable.

ATTACHMENTS

- Resolution/Exhibit A (General Services Agreement No. F002525)

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