



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Jason Sorenson, Assistant Public Works Director

DATE: June 30, 2020

**SUBJECT: LANDFILL TASK ORDER AGREEMENT EXTENSION
(PROJECT NUMBER 4547)**

I. RECOMMENDED ACTION

1. Recommend council authorize the Mayor to sign the contract amendment for the Landfill Task Order Agreement extension with CPS, Ltd.

II. DEPARTMENT CONTACT PERSONS

Dan Jonasson, Director of Public Works	857-4140
Jason Sorenson, Assistant Director of Public Works	857-4140

III. DESCRIPTION

A. Background

In March of 2015 CPS, Ltd was selected to provide professional services for the City of Minot Landfill. To date CPS has assisted with many tasks including the Annual Ground Water Monitoring Report, landfill expansion, cell #6 design and construction, recycling and MRF cost analysis as well as updating and expanding our Landfill Master Plan. Having a Master Services agreement in place allows the Public Works Department to swiftly acquire professional services for the multitude of issues that arise.

B. Proposed Project

The current task order agreement expired on March 2, 2020. Public Works is satisfied with the expertise and services provided by CPS. In addition, CPS has a vast amount of background and experience with Landfill's in general, and specifically the Minot Landfill. Bringing a new firm online for these services would require additional expenditure of funds due to a new firm needing to be brought up to speed on the history of the facility and various changes and issues that have occurred. The proposed amendment extends the agreement for an additional five years.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

There is no fiscal impact for this specific amendment. Subsequent task orders requiring funding will be brought before council for consideration.

Project Costs

N/A

Project Funding

N/A

V. ALTERNATIVES

Council could elect to not approve the term extension. In this case the Public Works Department would need to go through the RFQ process to select a firm to provide Landfill consulting services. This could potentially delay the ability to move forward with some current Landfill issues requiring assistance, along with the time and funding needed to bring a new firm up to date on all of the tasks that have been done at the landfill.

VI. TIME CONSTRAINTS

N/A

VII. LIST OF ATTACHMENTS

1. MSA Amendment 1_Term