



KENT COUNTY BOARD OF PUBLIC WORKS

**May 1, 2014
8:30 AM**

**Earl G. Woodworth Building
Meeting Room Chambers
1500 Scribner Avenue NW
Grand Rapids, Michigan 49504**

MEMBERS PRESENT: Commissioners, Vonk, Groenleer, Shroll, Bulkowski, Byl, Morgan

ABSENT: Commissioner VanderMolen

OTHERS PRESENT: Douglas G. Wood, Director; Dennis Kmiecik, Solid Waste Division Director; Dan Kendall, Finance Division Director; Elissa Soto, Office Manager; Molly Sherwood, Environmental Compliance Manager; Cal Brinks, Purchasing Division; Chris Robinson, WTE Operations Manager; Kristen Wieland, Resource Recovery & Recycling Manager; Becky Dyer, Financial Analyst; Joni Laming, Purchasing Division; Tom Cizauskas, Purchasing Division; Linda Howell, Kent County Assistant Corporate Counsel

I. Call to Order

Chair Vonk called the meeting to order at 8:30 a.m.

II. Public Comment

None

III. Review and Approval of Minutes

MOTION

It was moved by Commissioner Byl and supported by Commissioner Shroll to approve the minutes from the April 3, 2014 meeting.

Motion carried unanimously.

IV. Solid Waste Operations

A. Verbeek Property Lease

Staff requested approval of a Property Maintenance Agreement with Corwin Verbeek 4642 14th Street, Dorr, Michigan 49323, authorizing the Director to execute the Agreement. This agreement would permit the Verbeeks to lease properties for farming at \$250 per year. This has been done in the past with Mr. Verbeek.

Mr. Kmiecik explained that the Department has had this agreement with the Verbeeks for the last six years and has been a positive arrangement. What the Verbeeks pay is enough to cover the taxes on the land. Mr. Kmiecik added that as long as the land is being farmed the DEQ will not label them as wetlands. This case is also true with the property being rented by Paul Nevins of 1275 104th Street, SW, Byron Center, Michigan 49315.

Commissioner Groenleer asked if rental fee was different based on the size of the land. Mr. Kmiecik responded that even though the sizes are different the tax amount is similar.

Board members received a copy of the standard agreement prepared by Legal Counsel.

MOTION

It was moved by Commissioner Groenleer and seconded by Commissioner Shroll to approve the Agreement with Corwin Verbeek for property leased listed in the Exhibit A of the lease agreement and have the Director execute the Agreement.

Motion carried unanimously.

B. Nevins Property Lease

Staff requested approval of the Property Maintenance Agreement with Paul Nevins of 1275 104th Street, SW, Byron Center, Michigan 49315, authorizing the Director to execute the Agreement. The agreement with Mr. Nevins would permit him to lease properties for farming at \$200.00 per year. This has been done in the past with Mr. Nevins.

Board members received a copy of the standard agreement prepared by Legal Counsel.

MOTION

It was moved by Commissioner Groenleer and seconded by Commissioner Shroll to approve the Agreement with Paul Nevins for property leased listed in the Exhibit A of the lease agreement and have the Director execute the Agreement.

Motion carried unanimously.

C. Cell 55 Construction Quality Assurance

Staff requested approval of the contract for construction quality assurance (CQA) for ash monofill cell 55. Staff prepared specifications and with the assistance of the Purchasing Division and requested bids for providing engineering services for construction quality assurance for the installation of the liner system for cell 55. This work involves continuous third party observation and documentation of the complete liner system and providing the construction certification report for approval by the Michigan Department of Environmental Quality (MDEQ).

Four qualified bids were received. Staff is recommending awarding the “not to exceed” unit price contract to Lambert Associates, low bidder. Lambert Associates has experience providing CQA for previous cell construction.

Below is a summary table for the bids received.

<u>Consultant</u>	<u>Amount</u>
Lambert Associates	\$33,569.00
Field Technology Services	\$34,402.00
Engineering & Environmental Solutions	\$46,272.00
CTI and Associates, Inc.	\$49,974.00

Chair Vonk asked if this is part of the liner system that was discussed last year. Mr. Wood explained that the liner system previously discussed was part of the municipal solid waste (MSW) landfill. This liner system is for the last cell of the ash monofill.

Commissioner Shroll asked about the difference in pricing versus the low bid and whether contractors were local. Mr. Rose responded that AEG is not local but Lambert Associates is. The low bidders are contractors that the Department has used in the past.

Commissioner Bulkowski asked if there was any progress on mining metals from the existing ash at the landfill. Mr. Kmiecik reported that there have been further meetings with Tarteck. The DEQ has given the "ok" and staff is in the process of developing plans for their review.

MOTION

It was moved by Commissioner Shroll and seconded by Commissioner Byl to award the unit price contract for CQA for Lining Cell 55 to Lambert Associates, LLC in the amount of \$33,569.00.

Motion carried unanimously.

D. South Kent Cell 55 Liner Install

Staff requested approval of the contract for the installation of the liner system for the ash monofill cell 55 at South Kent Landfill

Staff prepared specifications and with the assistance of the Purchasing Division requested bids for the installation of a 60 mil HDPE liner system and drainage system for the new ash monofill cell 55. The liner system for the 2 acre cell includes one layer of 60 mil HDPE, one layer of HDPE geodrainage material, and a compacted clay liner with a thickness of two feet.

Five qualified bids were received. Of these staff is recommending awarding the contract to AEG (American Environmental Group) in the amount of \$176,622.82. This company has performed installation of liner systems for Kent County in the past.

Below is a summary of the bids:

<u>Contractor</u>	<u>Total</u>
AEG	\$176,622.82
Chesapeake	\$177,041.68
Geo-Synthetics	\$191,473.12
CSI Geoturf	\$192,099.18
Texas Environmental	\$199,908.98

MOTION

It was moved by Commissioner Shroll and seconded by Commissioner Byl to award the South Kent Landfill Cell 55 Liner Installation Contract to American Environmental Group in the amount of \$176,622.82.

E. Purchase of Closed Top Transfer Trailers

Approval was requested for the purchase of two (2) closed top, steel, live floor, compactor, transfer semi-trailers.

Staff, working with the Purchasing Division, requested bids for the purchase of two (2) closed top, steel, live floor, compactor transfer semi-trailers. One trailer will be for use at the WTE Transfer Operations and the other will be put into service at the North Kent Transfer Station. Three (3) bids were received on April 16 (Tabulation Sheet is enclosed).

Staff, with the concurrence of Purchasing, is recommending that the award go to the low bidder Spector Manufacturing, Inc. at a unit cost of \$106,613 and a total cost of \$213,226. The Department currently has Spector Manufacturing trailers in service at both the Waste-to-Energy and North Kent Transfer Station and have performed well. The purchase of this equipment is included in the 2014 NKT and WTE Capital Budgets.

Commissioner Morgan asked the life expectancy of these trailers. Mr. Kmiecik stated that he expects them to last at least 10 years. Once they've reached that time they are transferred to the recycle center and used further. Mr. Robinson added that the current trailers have deteriorated because of salt from the winter and the continued use. The DOT inspects the trailer every month and staff has been told they need to be replaced.

Commissioner Shroll asked if Spector is a local company and the difference in price compared to the others on the bid. Mr. Robinson responded that Spector located in Pennsylvania. Additionally, the Department has used this company in the past and the owner honored the lower price paid in the past.

MOTION

It was moved by Commissioner Shroll and seconded by Commissioner Byl to authorize the purchase of two (2) closed top, live floor, compactor, transfer semi-trailers from Spector Manufacturing, Inc. with delivery from 90 to 120 days after receipt of a purchase order at a cost of \$106,613 per unit and a total cost of \$213,226.

Motion carried unanimously.

V. Approval of Monetary Outlays

MOTION

It was moved by Commissioner Byl and supported by Commissioner Groenleer to approve the monetary outlays for May 2014.

Motion carried unanimously.

VI. Director's Report

A. Dennis Kmiecik's Retirement

Dennis Kmiecik will be retiring at the end of July and staff will be conducting interviews for his potential replacement. Interviews will be held Friday and Monday. The interview committee consists of Bill Allen, Wayman Britt, Commissioner Byl, Director Wood and a representative from the Human Resources department.

B. Operations Reports

Operations reports will be given at the June meeting.

C. Waste Guides

Updated Waste Guides have been printed and went out in the Grand Rapids Press last Sunday.

Commissioner Shroll asked about the success of the recent Earth Day Challenge and the community outreach program that was recently held. Ms. Wieland responded that the challenge has wrapped up and noted that many new schools joined the challenge this year. She added that the community outreach program did not receive much participation and that staff will be evaluating a better way of promoting future programs.

D. Kathy Babin's Retirement

Kathy Babins, Resource Recovery Specialist, will be retiring at the end of the month. Ms. Babins was instrumental in establishing the Household Hazardous Waste program. All board members were invited to a lunch in her honor on May 31 at 11:30 a.m. in the Road Commission Board Room.

VII. Miscellaneous

- A. Commissioner Bulkowski asked if there was any progress on the Governor's plan to increase recycling statewide. Mr. Wood explained that he has been appointed to Governor's Recycling Council. They have not met yet but he will provide updates once the committee meets.

VIII. Adjournment

The meeting was adjourned at 8:54 a.m.

MEETING DATE: **June 5, 2014**

AGENDA ITEM#: IV – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: NKTS Scalehouse Radiation Detector System

DIVISION: Solid Waste Operations

PREPARED BY: Dennis Kmiecik

ACTION REQUESTED:

Approval of the purchase and installation of a radiation detector system at the North Kent Transfer Station scalehouse.

SUMMARY OF REQUEST:

The existing radiation detection system at the North Kent Transfer Station scalehouse is a Bicon gate monitor. It is a 1980's model, functionally obsolete and spare parts are no longer available. Over the past two years the department has replaced the radiation detection units at the WTE and South Kent Landfill with identical units from Feyen Zylstra. North Kent Transfer Station is the last unit to be replaced. A quote from Feyen Zylstra (included with the mailing) for the Thermo-Fisher system was \$15,460. Staff is recommending approval of the quotation from Feyen Zylstra for the Thermo-Fisher system at a cost of \$15,460. This item is funded in the 2014 NKTS Capital Budget.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approval the purchase of a radiation detector system from Feyen Zylstra LLC at a cost of \$15,460.

ATTACHMENTS:

Proposal #140429-2121 dated April 29, 2014 from Feyen Zylstra.

GOVERNING/ADVISORY BOARD APPROVAL DATE June 5, 2014

DEPARTMENT DIRECTOR: _____

Douglas A. Wood



Proposal #: 140429-2121

April 29, 2014

Dennis Kmiecik
Kent County Department of Public Works
"Earl G. Woodworth Building"
1500 Scribner NW"
Grand Rapids, MI 49504

RE: North Kent Gateway Radiation Monitor

Dear Dennis,

Feyen Zylstra is pleased to submit for your review and consideration the following proposal for your specific electrical requirements. The proposal being offered is based upon the information supplied to us by you at the time of your request. Any changes to the information after this proposal was developed may require additional proposals or revisions.

Scope of Work:

- Demo existing radiation monitor and turn over to owner.
- Provide and install new LFM-3 radiation monitoring system includes one 6020 controller, two detectors and 200' connecting cables to each detector.
- Provide one LFM-00003-ME, LFM lutetium response optimization and test adaptor assembly.

Total Budget Price: \$15,460.00

Qualifications:

- Work will be performed during normal business hours, M-F between 7:00am and 3:30pm.

Thank you for the opportunity to quote this project. We look forward to working with you. If I can be of further assistance, please contact me at 616-224-7132.

Your and Our Acceptance:

Feyen Zylstra LLC will commence work as identified in the above proposal only after acceptance as evidenced by the respective signatures of the parties' authorized representatives. No person has authority to make any claim, representation, promise or condition on either party's' behalf that is not documented within this Agreement. The Proposal Terms and Conditions are part of this agreement. Those Proposal Terms and Conditions may be printed in the back of this document. If not, please contact the Feyen Zylstra, LLC Representative below as the Proposal Terms and Conditions are fully incorporated by reference into this agreement.

Date

Client Name (please print)

Client Authorized Signature

April 29, 2014

Date

Vern Bekker

Feyen Zylstra LLC Representative (please Print)

Vern Bekker

Feyen Zylstra LLC Authorized Signature

TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:

PO Number _____ Date of Issue _____ Customer Signature _____

NOTE: When issuing a purchase order for this Agreement, the services, responsibilities, terms and conditions for both parties remain as detailed in this Agreement.

MEETING DATE: **June 5, 2014**

AGENDA ITEM#: IV – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Capital Improvement Budget Amendment

DIVISION: Administration/Solid Waste

PREPARED BY: Douglas G. Wood

ACTION REQUESTED:

Review and Approval of a 2014 Capital Improvement Budget for vehicle replacement

SUMMARY OF REQUEST:

The Department has vehicles assigned to facility sites and also to certain management staff (Department Director, Solid Waste Division Director and Solid Waste Operations Manager). The Department vehicle purchase program is dependent on an evaluation of the vehicle condition related to minor or major repairs rather than just mileage. Currently, South Kent Landfill has vehicle # 2685, a pickup truck, with 135,000 that has exceeded its useful life. It is proposed to replace the landfill vehicle with truck # 1965 currently used by the Solid Waste Operations Manager. Further, it is proposed to purchase a replacement vehicle that initially was in our 2015 Capital Budget. This approach to managing Department vehicles has worked to provide maximum usage without incurring major repair expenses. For example, the Waste-to-Energy Operation had an approved vehicle in its 2013 CIP but it was deferred until 2014. Funds are available in the 2014 budget to make this purchase at an estimated cost of \$25,000. Staff is recommending approval.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve amendment of the 2014 Capital Improvement Budget authorizing the purchase and replacement of vehicle # 2685 at an estimated cost of \$25,000.

ATTACHMENTS:

None

GOVERNING/ADVISORY BOARD APPROVAL DATE: June 5, 2014

DEPARTMENT DIRECTOR: _____

Douglas G. Wood

MEETING DATE: **June 5, 2014**

AGENDA ITEM#: IV – C



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Gas-to-Energy Well Installation

DIVISION: Solid Waste Operations

PREPARED BY: Dan Rose

ACTION REQUESTED:

Request approval of the contract for the installation of four new gas collection wells and associated piping.

SUMMARY OF REQUEST:

Staff prepared project plans, specifications and bidding documents for the addition of four new gas collection wells. The Purchasing Division assisted with the bidding of the gas well expansion project. The addition of the new wells is consistent with the overall landfill gas master plan. The four 8" pvc wells will be placed to a depth of between 70 and 100 feet. Well heads will be installed to each well and 4" HDPE pipe will be used to connect the wells to a 6" HDPE header pipe extending to the existing gas collection system.

Four qualified bids were received on May 28, 2014. Of these staff is recommending awarding the contract to Landmarc Environmental LLC in the amount of \$135,750.25. Below is a summary of the bids:

<u>Contractor</u>	<u>Total</u>
Landmarc Environmental LLC	\$135,750.25
Catskill Remedial Contracting Services, Inc.	\$142,031.55
CB&I Environmental & Infrastructure, Inc.	\$153,458.00
Advance One Development, LLC	\$206,473.25

SUGGESTED MOTION:

It was moved by Commissioner _____ and seconded by Commissioner _____ to award the South Kent Landfill Cell 55 Liner Installation Contract to American Environmental Group in the amount of \$176,622.82 and further authorizes the Director to execute the agreement.

GOVERNING/ADVISORY BOARD APPROVAL DATE: June 5, 2014

DEPARTMENT DIRECTOR: Douglas A. Wood

MEETING DATE: **June 5, 2014**

AGENDA ITEM#: VI – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Resource Recycling Conference Travel Request

DIVISION: Solid Waste Operations

PREPARED BY: Kristen Wieland

ACTION REQUESTED:

Review and approval for up to two staff members and any Board members to attend the Resource Recycling Conference in New Orleans, Louisiana.

SUMMARY OF REQUEST:

Approval is being requested for up to two staff members and any interested BPW members to attend the 2014 Resource Recycling Conference held in New Orleans, Louisiana September 15-17, 2014 at a total estimated cost of \$1418 per person. The Resource Recycling Conference is the premier conference for the recycling industry's most influential policy leaders, CEOs and government officials. The Resource Recycling Conference features:

- Engaging sessions from industry experts
- Educational workshops
- A bustling tradeshow

Nearly 500 recycling professionals from 37 states and four Canadian provinces attended this exclusive event in 2013, and recycling's best and brightest will be on hand again at the 2014 conference.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve conference travel for up to two staff members and any interested Board members to attend the Resource Recycling Conference in New Orleans, Louisiana on September 15-17, 2014 at a total estimated cost of \$1418 per person.

ATTACHMENTS:

Conference agenda
Travel request

GOVERNING/ADVISORY BOARD APPROVAL DATE: June 5, 2014

DEPARTMENT DIRECTOR: _____

Douglas A. Wood



COUNTY OF KENT
DEPARTMENT OF PUBLIC WORKS
CONFERENCE TRAVEL REQUEST

Employee Name: Kristen Wieland

Date: 5/28/2014

Name of Conference: Resource Recycling Conference

Conference Location: New Orleans, LA

Conference Date(s): from 9/15/2014 to 9/17/2014

Departure Date: 9/15/2014

Return Date: 9/18/2014

	Requested	Actual
Transportation (tax exempt)	<u>\$380.00</u>	\$_____
<input checked="" type="checkbox"/> Plane <input type="checkbox"/> Own Car <input type="checkbox"/> County Car		
Housing Cost	<u>\$420.00</u>	\$_____
Meals	<u>\$50.00</u>	\$_____
Registration	<u>\$480.00</u>	\$_____
Taxi/Bus/Shuttle/Car Rental	<u>\$38.00</u>	\$_____
Miscellaneous (tips, tolls, parking, etc.)	<u>\$50</u>	\$_____
Total Expense	<u>\$1418.00</u>	\$_____
Less Prepaid Expense(s)	\$_____	\$_____
Total Reimbursement	\$_____	\$_____

Account Distribution: _____

Sept. 16-17, 2014 | Hilton New Orleans Riverside | New Orleans, LA

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Schedule-at-a-Glance

Times and events are subject to change without notice. Additional information will be added as it becomes available.

MONDAY, SEPTEMBER 15

Registration Open

8:00 a.m. to 7:00 PM

Additional Educational Workshops and Events

7:00 a.m. to 5:00 p.m.

- Recycling Innovators Forum - Afternoon - Grand Ballroom A
- Businesses and Communities Leading the Way to Zero Waste - Time TBD

TUESDAY, SEPTEMBER 16

Registration Open

7:00 a.m. to 5:00 p.m.

Continental Breakfast

8:00 to 8:30 a.m.

Plenary Session I

8:30 to 10:00 a.m. - Grand Ballroom B

Morning Refreshment Break and Opening of Exhibit Hall

10:00 to 10:45 a.m. - Grand Salon

Plenary Session II

10:45 to 12:15 p.m. - Grand Ballroom B

Networking Lunch

12:15 to 1:00 p.m. - Grand Ballroom D

Break in Exhibit Hall

1:00 to 1:30 p.m. - Grand Salon

Concurrent Session A

1:30 to 3:00 p.m. - Grand Ballroom B

Concurrent Session B

1:30 to 3:00 p.m. - Grand Ballroom C

Afternoon Refreshment Break in Exhibit Hall

3:00 to 3:30 p.m. - Grand Salon

Concurrent Session C

3:30 to 5:00 p.m. - Grand Ballroom B

Concurrent Session D

3:30 to 5:00 p.m. - Grand Ballroom C

Networking Reception in Exhibit Hall

5:00 to 7:00 p.m. - Grand Salon

WEDNESDAY, SEPTEMBER 17

Registration Open

7:30 a.m. to 12:00 p.m.

Continental Breakfast

8:00 a.m. to 8:30 a.m.

Plenary Session III

8:30 a.m. to 10:00 a.m. - Grand Ballroom B

Morning Refreshment Break in the Exhibit Hall

10:00 a.m. to 10:30 a.m. - Grand Salon

Concurrent Session E

10:30 a.m. to 12:00 p.m. - Grand Ballroom B

Concurrent Session F

10:30 a.m. to 12:00 p.m. - Grand Ballroom C

Networking Lunch

12:00 p.m. to 1:00 p.m. - Grand Ballroom D

Exhibitor Breakdown

12:15 p.m. to 3:30 p.m. - Grand Salon

Plenary Session IV

1:00 p.m. to 2:30 p.m. - Grand Ballroom B

**Schedule is subject to change without notice. All conference sessions will be held between 8:00 am – 7:00 pm on September 16 and 8:30 am – 2:30 pm on September 17.*

