



300 E. Locust Street, Ste. 100
Des Moines, Iowa 50309
515-244-0021

MEMORANDUM

DATE: November 11, 2022

TO: MWA Board Members

CC: MWA Staff

FROM: Michael McCoy, Executive Director

RE: Wednesday, November 16, 2022, Board Meeting

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This month's board meeting is scheduled for Wednesday, November 16, 2022, at 5:45 pm at Metro Recycling Facility (4185 SE Beisser Dr, Grimes, IA). If you have questions about any items listed below, please call me at 323.6535 (w) or 707.3869 (c). I look forward to seeing you on Wednesday.

The following numbered items correspond with the number of the item on the agenda:

Consent Agenda Items for Approval

8. Resolution 11-22-03 – Approval of Acknowledgement of Bond Reimbursement Payment to Polk County - Action for Approval
Payment to Polk County for bond issuance for Metro Recycling Facility and refinance of Metro Northwest Transfer Station are scheduled semiannually, in November and May, until May 2040. November payments will be interest only and May payments will include principal and interest. Staff recommends approval.

Regular Agenda Items for Approval

9. Resolution 11-22-04 – Approval to Secure one Roll-Off and one Water Truck for Metro Park East Landfill – Action Item
Staff is seeking approval to spend up to \$445,000 for the purchase of existing, or the build of, one complete water truck and one complete roll-off truck to replace equipment currently in use daily at MPE. The FY22/23 Capital Projects budget included \$445,000 for the purchase of this equipment and the final purchase price for both trucks will stay at or below the budgeted amount. Staff recommends approval.
10. Resolution 11-22-05– Approval to Hire HDR to Design and Prepare Specifications for Cell D Construction and Assessment of Corrective Measures (ACM) Improvement at Metro Park West Landfill – Action Item
The current Cell C, at Metro Park West Landfill (MPW), is approaching final capacity. The FY22/23 Capital Projects budget included \$2.8 million for the design and construction of a new Cell D at MPW. A contract with HDR, in the amount of \$96,114, for

the design of Cell D and assessment of corrective measures improvement at MPW is being recommended. The design and specifications would be prepared by January 30, 2023, allowing MWA to solicit bids by the bid due date of February 22, 2023, and start construction March 30, 2023. The cost of this proposed contract was included as part of the originally budgeted amount. Staff recommends approval.



**Board of Directors
2022 Calendar Year**

**Ron Pogge
Chair**

**David Gisch
Vice-Chair**

Dean O'Connor
Altoona

Mark Holm
Ankeny

Bob Pepper
Bondurant

John Edwards
Clive

Joe Gatto
Des Moines

Steve Allen
Elkhart

David Gisch
Grimes

Tom Cope
Johnston

Bill Roberts
Mitchellville

Ed Kuhl
Norwalk

Mark Konrad
Pleasant Hill

Rob Sarchet
Polk City

Tom Hockensmith
Polk County

Gerald Lane
Runnells

Matt Blake
Urbandale

Russ Trimble
West Des Moines

Susan Skeries
Windsor Heights

**Michael McCoy
Executive Director**

**Metro Waste Authority
Board Meeting
November 16, 2022**

Metro Recycling Facility
4185 SE Beisser Dr, Grimes, IA
5:45 pm

Agenda

1. Call to Order, Roll Call
2. Approval of Regular Agenda
3. Public Forum

CONSENT AGENDA

The following are routine items enacted by one roll call vote without separate discussion unless someone, Board or Public, requests an item be removed for consideration:

4. Approval of Consent Agenda – Items 4 through 8
5. Consideration of Minutes September 21, 2022, Metro Waste Authority Board Meeting – Action for Approval
6. Resolution 11-22-01 – Consideration of September 2022, Monthly Expenditures – Action for Approval
7. Resolution 11-22-02– Consideration of October 2022, Monthly Expenditures – Action for Approval
8. Resolution 11-22-03 – Approval of Acknowledgement of Bond Reimbursement Payment to Polk County - Action for Approval

END CONSENT AGENDA

Regular Agenda Items for Approval – Items 9 and 10

9. Resolution 11-22-04 – Approval to Secure one Roll-Off and one Water Truck for Metro Park East Landfill – Action Item
10. Resolution 11-22-05– Approval to Hire HDR to Design and Prepare Specifications for Cell D Construction and Assessment of Corrective Measures (ACM) Improvement at Metro Park West Landfill – Action Item
11. Discussion: Final Master Plan
12. Director's Report
13. Chair's Report
14. General Board Discussion and Other Business
15. Correspondence
16. Adjournment

December Executive/Finance Meeting: December 7, 2022, MWA Central Office, 300 E. Locust Street, Ste 100, Des Moines, Iowa 50309, 12:00 pm.

December Board Meeting: December 21, 2022, MWA Central Office, 300 E. Locust Street, Ste. 100, Des Moines, Iowa 50309, 5:45 pm.



300 E. Locust Street, Ste. 100
Des Moines, Iowa 50309
515-244-0021

September 21, 2022, Unofficial Metro Waste Authority Board Meeting Minutes

1. Call to Order

The meeting was held at Metro Waste Authority's Central Office. Ron Pogge, chair, called the September 21, 2022, Metro Waste Authority Board Meeting to order 5:45 pm. A quorum was present.

Roll Call – MWA Board Representatives/Alternates in Attendance

Dean O'Connor, Altoona – virtual
Mark Holm, Ankeny – virtual
John Edwards, Clive – virtual
Joe Gatto, Des Moines – virtual
David Gisch, Grimes – virtual
Bill Roberts, Mitchellville – virtual
Rob Sarchet, Polk City – in person
Tom Hockensmith, Polk County – virtual
Gerald Lane, Runnells – virtual
Ron Pogge, Urbandale – in person
Susan Skeries, Windsor Heights – virtual

2. Approval of Regular Agenda

Moved by Clive, seconded by Des Moines, to approve the September 21, 2022, board meeting agenda as presented. Motion carried unanimously by voice vote.

3. Public Forum

Mickey Berry, regional sourcing manager for Strategic Materials, Inc., commented on partnering with Metro Recycling Facility for glass, which is being recycled into insulation, recycled glass, and other products.

CONSENT AGENDA

The following are routine items enacted by one roll call vote without separate discussion unless someone, Board or Public, requests that an item be removed for consideration:

4. Approval of Consent Agenda – Items 4 through 9

Moved by Ankeny, seconded by Clive, to approve the Consent Agenda, items 4 through 9. Motion carried unanimously by voice vote.

5. Consideration of Minutes of August 17, 2022, Metro Waste Authority Board Meeting – Action for Approval

6. Resolution 09-22-01 - Consideration of June 2022, Financial Statement – Action to Receive and File

7. Resolution 09-22-02 - Consideration of August 2022, Monthly Expenditures – Action for Approval

8. Resolution 09-22-03 - Approval to Purchase Front-End Loader for Metro Central Transfer Station – Action for Approval
9. Resolution 09-22-04 - Approval of Extension of Revenue Sharing with Respect to the Collection of Solid Waste Agreement – Action for Approval

END CONSENT AGENDA

10. Solar Panel Dashboard Presentation – Michael McCoy
Michael McCoy, executive director, reported the solar panels on the roof of Central Office (CO) have been installed. Metro Waste Authority (MWA) received a grant from the Iowa DNR for \$112,086.00 toward the project.

Two kiosks, one at CO and one in the Education Center at Metro Recycling Facility, display a dashboard with information about the energy generated.

John Edwards, Clive, asked how the panels would withstand severe weather. McCoy reported the panels are covered under warranty for 30 years and rated to withstand high winds and hail.

Sarah Borzo, education and outreach coordinator, reported MWA is offsetting about 36% of energy consumption when comparing August 2021 to August 2022. MWA originally targeted to offset 25%.

11. Director's Report
McCoy reported the Employee Service Awards have been rescheduled to October 1, 2022.

McCoy reported the white barn at the Environmental Learning Center is deteriorating and a decision will need to be made on the future of the barn. In the past, plans for the barn included renovating into a multi-use venue with classrooms. Staff will present more information soon.

McCoy reported the service fee for use of the probe to release a frozen load from a truck has generated some revenue to offset the cost of operations required.

The October executive finance meeting will be held at Central Office (300 E. Locust Street, Ste. 100, Des Moines, Iowa) on Wednesday, October 5, 2022, at 12:00 pm.

The October board meeting will be held at Central Office (300 E. Locust Street, Ste. 100, Des Moines, Iowa) on Wednesday, October 19, 2022, at 5:45 pm.

12. Chair's Report
No report.
13. General Board Discussion and Other Business
No report.
14. Adjournment
Moved by Clive, seconded by Altoona, to adjourn the September 21, 2022, board meeting. Motion carried unanimously by voice vote. Meeting adjourned at 6:03 pm.

Michael McCoy, Executive Director

Ron Pogge, Chair

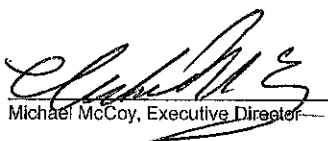
**METRO WASTE AUTHORITY
BILLS PAID IN SEPTEMBER 2022**

Vendor Name	Services Provided	Amount
A KING'S THRONE, LLC	Building services	217.50
A TECH, INC.	Security	470.55
ABM PARKING	Parking	5,880.00
ACCESS SYSTEMS	Office printing	444.83
ADVANTAGE LIME & TRUCKING, LLC	Hauler	7,630.52
AEROVIEW SERVICES LLC	Engineering services	2,500.00
AFLAC	Insurance premium	287.76
AIR MACH INC.	Site maintenance	1,117.50
ALL FORMS & SUPPLIES, LTD	Office supplies	115.26
AMERICAN SECURITY	Security	497.25
AMES COMMUNITY SCHOOL DISTRICT	EPA Subawards	4,997.46
ANKENY SANITATION	Waste/drop off/contract expens	598,658.53
ARAMARK UNIFORM SERVICES, INC.	Rags/mats/supplies	1,198.54
ARNEL DUBINOVIC	Mileage/expenses	160.88
ARSENault ASSOCIATES	Computer supplies/maintenance	3,090.49
A-TEC RECYCLING, INC.	Contract disposal	11,046.93
ATHLETICO PHYSICAL THERAPY	Background checks	725.00
ATLANTIC BOTTLING COMPANY	Office supplies	72.97
AUREON COMMUNICATIONS	Telephone expense	9,645.00
BALLARD CSD	EPA Subawards	1,301.44
BEAVERDALE FALL FESTIVAL	UPD ACCT 9.28.22 REM. C.WISSLE	263.10
BOMGAARS	Parts/small tools/supplies	722.76
BONDURANT, CITY OF	Utilities	2,116.35
BOOT BARN	Health/Safety	639.47
BRICK GENTRY P.C.	Legal fees	9,190.50
C & C MANUFACTURING, LLC	Parts/labor	445.00
CAMP TOWNSHIP FIRE DEPT. - HOST FEES	Host fees	7,639.20
CAPITAL CITY EQUIPMENT CO.	Equipment/parts/labor	2,687.77
CENTRAL UNITED LIFE INSURANCE	Life insurance	152.22
CENTURY LINK	Telephone expense	157.31
CERTIFIED POWER, INC	Parts/labor	1,656.55
CPI TIRE SERVICE	Tires	33,046.32
CHAMPLIN TIRE RECYCLING, INC	Tire processing	3,945.51
CITY GARDENS, INC	Site maintenance	13,231.00
CL SMITH COMPANY	Contract disposal	3,724.40
CLEAN DES MOINES, INC.	Janitorial services	1,475.00
CLEAN HARBORS ENV. SERVICE INC	Contract disposal	22,554.60
COMMONWEALTH ELECTRIC COMPANY	Site maintenance	25,602.34
CONSTRUCTION & AGGREGATE PRODUCTS	Leachate maintenance/collectio	2,680.98
CPI TECHNOLOGIES, LLC	Phone system	3,927.00
CRYSTAL CLEAR	Office supplies	298.15
CUTLER, SUSAN	Mileage/expenses	38.13
DAN'S OVERHEAD DOORS 4	Building repairs	755.97
DATASHIELD CORP	Recycling expense	274.16
DELUXE BUSINESS CHECKS AND SOLUTIONS	Office supplies	427.36
DES MOINES MOBILE WASH, INC	Preventive maintenance	3,637.80
DES MOINES PUBLIC SCHOOLS	EPA Subawards	3,348.70
DES MOINES REGISTER, THE	Advertising	319.39
DES MOINES SOLID WASTE	Yard waste collection	29,211.60
DES MOINES WATER WORKS	Utilities	6,521.30
DES MOINES, CITY OF	Lease/leachate processing	35,077.00
DEX MEDIA EAST	Advertising	195.00
DIAM PEST CONTROL	Pest control	494.00
DIAMOND OIL COMPANY	Equipment fuel	566.60
DJ SERVICES LLC	Site maintenance	3,536.00
DOBBINS, EMILY	Mileage/expenses	140.31
DUKE AERIAL, INC.	MRF Equipment rental	4,400.40
ELECTRONIC ENGINEERING CO.	Parts	1,377.60
ETC GRAPHICS, INC.	Signage	232.00
EXCEL MECHANICAL CO., INC.	MRF	777.77
EXPRESS HOLDINGS LLC	Building services	128.25
EXPRESS LAUNDRY	Floor mats	187.50
FASTENAL COMPANY	Health/Safety	250.63
FERRELLGAS	Utilities/equipment fuel	1,182.85
FINISHING TOUCHEZ	Site maintenance	300.00
FIRST CHOICE SERVICES / US COFFEE	Office supplies	122.00
FLYNN WRIGHT	Public information/promotion	25,761.00
FORCE FITTERS LLC	Employee Uniform	2,322.15
FOX VALLEY FIRE & SAFETY CO INC	Parts/labor	3,021.88
FOX WELDING CO.	Parts	1,588.83
FREIGHTLINER OF DES MOINES, INC	Parts	797.04
GRAINGER	Parts/small tools/supplies	516.03
GRIMES, CITY OF	Utilities	11,556.17

Vendor Name	Services Provided	Amount
GRP & ASSOCIATES	Contract disposal	1,464.00
HANIFEN CO. INC.	Parts/labor	302.35
HARRISON COUNTY LANDFILL COMMISSION	Health & safety	277.50
HAWKEYE BIN CLEANING	Cart Cleaning	3,998.50
HDR ENGINEERING, INC.	Engineering services	126,173.30
HEALTHCARE MARKETING MAKEOVERS, LLC	Public information/promotion	350.00
HEARTLAND DOOR & FRAME, INC.	Parts/labor/preventive maint	425.25
HEAVY HIGHWAY FRINGE BENEFIT ADMINISTRATION CO.	Medical insurance	15.00
HIRE QUALITY SOLUTIONS	Temporary labor	917.90
HIRE QUEST, LLC	Staffing	22,921.54
HOOKE'S POINT IRRIGATION	Leachate	4,900.00
HOUSBY HEAVY EQUIPMENT	Parts/labor/preventive maint	7,103.77
HOUSBY MACK, INC.	Parts/labor/preventive maint	4,667.22
IMWCA	WC insurance	50,442.00
INDEED, INC	Advertising	5,234.94
INDUSTRIAL SUPPLY SOLUTIONS INC	Parts	33.87
INLAND TRUCK PARTS CO.	Parts/labor/preventive maint	6,635.85
INTEGRITY PRINTING LLC	Outside printing	2,538.91
IOWA COMMUNITIES ASSURANCE POOL ADMINISTRATORS	Prepaid insurance	363,751.00
IOWA DEPARTMENT OF NATURAL RESOURCES	DNR Quarterly Tonnage Fees	480,065.97
IOWA DES MOINES SUPPLY, INC.	Janitorial supplies	449.37
IOWA DNR	SWAP Grant 21-G550-08	1,388.89
IOWA FIRE EQUIPMENT COMPANY	Fire alarm/inspection	1,152.00
IOWA LABORERS' DISTRICT COUNCIL HEALTH & WELFARE FUND	Medical insurance	665.43
IOWA PRISON INDUSTRIES	Printing	191.70
IOWA PUMP WORKS	Leachate collection	1,299.20
IOWA RADIOLOGY, PC	Work Comp	100.00
IOWA REGIONAL UTILITIES ASSOCIATION	Utilities	44.50
IOWA STAFFING INC	Temporary labor	4,315.92
IOWA STATE UNIVERSITY	Environmental Stewardship	1,000.00
IPERS	Employer's share of IPERS	52,964.23
ISOSWO/IRA	Convention/education fees	1,275.00
J. A. KING & CO	Site maintenance/parts	4,035.95
JACQUELINE WILL	Mileage/expenses	42.50
JASPER COUNTY TREASURER	Property taxes	4,090.00
JIM HAWK TRUCK TRAILERS, INC.	Equipment/parts/labor	2,101.36
JOHNSON RECYCLING SOLUTIONS LLC	Equipment	11,748.00
JON PREISSER	Curb It! Extra Reimbursement	30.00
JONES BARREL COMPANY	Contract disposal	9,250.00
JO-RO ENTERPRISES, LTD	Site maintenance	475.80
JOSHUA CHRISTIAN ACADEMY INC	EPA Subawards	1,034.81
KABEL BUSINESS SERVICES	Employee benefit expense	13,819.89
KABEL BUSINESS SERVICES	Service fees	54.90
KAL SERVICES, INC.	Yard waste collection	653.54
KARL CHEVROLET	Parts/labor	2,856.62
KELLY D RICE	Parts/labor	257.40
KEY COOPERATIVE	Equipment fuel	22,000.40
KNAPP	Site maintenance	1,117.50
KNAPP	Management fee	2,195.80
LARRY'S WINDOW SERVICE, INC.	Building services	1,638.00
LUBE-TECH & PARTNERS, LLC	Equipment fuel	14,133.01
MACQUEEN EQUIPMENT	Parts	626.31
MAILFINANCE INC	Mailing expense	1,909.82
MAJESTIC TRUCK SERVICES	Parts/labor/preventive maint	10,647.68
MARTIN MARIETTA MATERIALS	Site maintenance	6,340.76
MATERIAL HANDLING INNOVATIONS	Holst/crane inspection	900.00
MCCLOUD & CO, INC	Pest control	142.00
MENARDS-ALTOONA	Supplies	623.97
MENARDS-CLIVE	Supplies	137.31
MENARDS-GRIMES	Supplies	789.35
MHC KENWORTH - DES MOINES	Parts/labor/preventive maint	5,240.38
MIDAMERICAN ENERGY	Utilities	22,733.79
MIDLAND POWER COOPERATIVE	Utilities	583.89
MIDWEST WHEEL COMPANIES	Parts	1,383.25
MMC CONTRACTORS IOWA, INC.	Bldg repairs/site maintenance	8,565.01
MOTOR PARTS WAREHOUSE, INC	Parts/small tools/supplies	308.77
MURPHY TRACTOR & EQUIPMENT CO.	Preventive maintenance	2,602.93
MYRON CORP	Employee rewards programs	90.46
NATIONWIDE OFFICE CLEANERS LLC	Janitorial services	1,388.07
NMC INDUSTRIAL SERVICES, LLC	Parts/labor/preventive maint	869.51
ODORGON	Parts	612.04
ONE SOURCE	Background checks	149.20
O'REILLY AUTO PARTS	Parts/small tools/supplies	1,561.39
OTIS	Elevator inspection	393.75
OVERHEAD DOOR COMPANY	Building maintenance	1,705.95
P & P SMALL ENGINES, INC.	Parts	324.72
PAYLOCITY	Processing fee	2,041.25
PER MAR	Security	230.00

Vendor Name	Services Provided	Amount
PETERBILT OF DES MOINES	Parts/labor/preventive maint	2,362.49
PETERSON CONTRACTORS, INC.	Contracted fly ash hauler	33,635.16
POLK COUNTY TREASURER	Property taxes	6,074.00
POLK COUNTY TREASURER	Property Tax	79,664.00
POMP'S TIRE SERVICE, INC.	Tire/track repairs	11,022.23
PRAXAIR DISTRIBUTION INC.	Welding supplies	974.56
PROSPERITY JANITORIAL	Janitorial services	3,511.68
PURCELL PRINTING	Printing	410.75
QED ENVIRONMENTAL SYSTEMS, INC	Leachate maintenance/collectio	816.34
QPS EMPLOYMENT GROUP, INC	Staffing	8,432.21
QUICK OIL CO.	Equipment fuel	163,862.11
R ROGERS SEPTIC LLC	Site maintenance	387.50
RAIN AND HAIL LLC	Farm expense	1,469.00
RED WING SHOE STORE	Health/Safety	1,200.00
REHRIG PACIFIC COMPANY	Curbside cart expense/repair	45,949.78
RELANCE STANDARD LIFE	Insurance premium	4,496.94
RESULTS GROUP LLC	Consulting/prof service/dues	3,700.00
ROAD MACHINERY & SUPPLIES, CO.	Parts/preventive maintenance	3,535.86
RSM US LLP	Consulting/prof service/dues	8,070.40
RSM US PRODUCT SALES LLC	Computer supplies/maint/fees	4,436.40
RUETER'S	Parts/preventive maintenance	1,358.66
RYAN INCORPORATED CENTRAL	MPE CELL E	5,250,880.85
SAFETY-KLEEN SYSTEMS, INC	Supplies	403.68
SCHIMBERG CO	Parts	39.08
SCOTT'S AUTO GLASS LLC	Parts/labor	540.00
SINK PAPER & PACKAGING	Yard bag storage/distribution	2,944.48
SMART CLEAN LLC	Janitorial services	2,560.00
SOCIAL SECURITY ADMINISTRATION	Employer's share of FICA	50,915.35
SOUTHEAST POLK COMM SCHOOL-HOST	Host fees	15,678.39
ST. PIUS X CATHOLIC SCHOOL	EPA Subawards	2,429.32
STRAUB MARKETING	Employee Recognition	137.14
STRAUSS SECURITY SOLUTIONS	Security	196.07
SUMMIT COMPANIES	Fire extinguisher	685.00
SYN-TECH SYSTEMS INC	Equipment fuel	139.00
TENNANT SALES AND SERVICE CO.	Parts	758.20
THE HOME DEPOT PRO	Office supplies	189.32
TIFCO INDUSTRIES	Parts/small tools/supplies	1,091.46
TITAN MACHINERY	Parts	4,741.92
TOMPKINS INDUSTRIES, INC.	Parts	678.04
TOTER, LLC	Curbside cart expense/repair	3,519.76
TREASURER STATE OF IOWA	Sales tax	24,706.90
TRI-CITY ELECTRIC CO OF IOWA	MRF	36,615.86
TRUENORTH COMPANIES	Dues/subsription/fee	10,911.28
ULINE	Office supplies	2,586.30
VALLEY ENVIRONMENTAL SERVICES	Contract disposal	40.00
VAN WALL EQUIPMENT	Parts/labor/preventive maint	1,410.91
VANTAGEPOINT TRANSFER AGENTS	Employer's share deferred compensation	7,987.50
VERIZON WIRELESS	Computer supplies/maintenance	1,006.66
VERMEER SALES & SERVICE INC.	Parts	12,514.70
WASTE CONNECTIONS, INC.	Waste collection/tire processi	352,359.68
WASTE MANAGEMENT OF IOWA	Curbside/drop off/waste coll	328,517.29
WASTE SOLUTIONS OF IOWA	Building services	872.00
WAUKEE COMMUNITY SCHOOL DISTRICT	EPA Subawards	1,175.84
WD DOOR	Building repairs	301.50
WEIGHTS & MEASURES BUREAU	Site permit	756.00
WEST BANK	Credit card payment for misc office and travel expense	21,038.87
WEST BANK	Service fees	76.00
WEST DES MOINES COMMUNITY SCHOOLS	EPA Subawards	1,927.98
WEST DES MOINES, CITY OF	Advertising	4,572.00
WEX	Fuel	2,087.05
WEX BANK	Equipment fuel	2,087.05
WILLIAMSON'S REPAIR	Equipment maintenance	294.75
ZIEGLER, INC.	Part/labor/prev maint/subscrip	87,494.83
Grand Total		8,862,199.59

The MWA Executive Director and the Deputy Director certify that the above MWA bills paid are properly due and have been made in accordance with the operating and expenditure processes established by MWA.


Michael McCoy, Executive Director


Leslie Irlbeck, Deputy Director

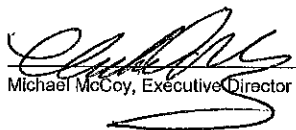
**METRO WASTE AUTHORITY
BILLS PAID IN OCTOBER 2022**


Vendor Name	Services Provided	Amount
A KING'S THRONE, LLC	Building services	217.50
A TECH, INC.	Security	272.50
ABM PARKING	Parking	5,880.00
ACCESS SYSTEMS	Office printing	889.66
ACCURATE HYDRAULICS & MACHINE	Parts/labor	546.35
ADVANTAGE LIME & TRUCKING, LLC	Hauler	7,024.92
AFLAC	Insurance premium	575.52
AIR FILTER SALES	Building services	230.45
AIRGAS, INC. DBA AIRGAS USA, LLC	Equipment Fuel	227.44
AMERICAN FENCE CO.	Site maintenance	693.00
AMERICAN MARKING, INC.	Office supplies	170.00
AMERICAN SECURITY	Security	477.75
AMES, CITY OF	HHM Shed Inspection	224.00
ANDERSON INDUSTRIAL ENGINES CO., INC	Parts	56.94
ANKENY SANITATION	Waste/drop off/contract expens	426,588.52
ARAMARK UNIFORM SERVICES, INC.	Rags/mats/supplies	1,044.25
ARNEL DUBINOVIC	Mileage/expenses	81.32
ASPEN WASTE SYSTEMS, INC.	Curbside/drop off/waste coll	4,405.00
ATHLETICO PHYSICAL THERAPY	Background checks	2,150.00
ATLANTIC BOTTLING COMPANY	Office supplies	40.87
AUREON COMMUNICATIONS	Telephone expense	9,614.15
BOMGAARS	Parts/small tools/supplies	707.46
BONDURANT, CITY OF	Utilities	96.63
BROTHERS CONSTRUCTION INC	Site maintenance	8,789.26
C & C MANUFACTURING, LLC	Parts/labor	927.12
C&A INDUSTRIES LLC DBA AUREAUS GROUP	Temporary labor	1,500.00
CAMP TOWNSHIP FIRE DEPT. - HOST FEES	Host fees	4,138.68
CAPITAL CITY EQUIPMENT CO.	Equipment/parts/labor	1,158.05
CAROLINA SOFTWARE	Computer supplies/maintenance	2,900.00
CENTRAL STATES WIRE PRODUCTS, INC	MRF Supplies	15,396.51
CENTRAL UNITED LIFE INSURANCE	Life insurance	152.22
CENTURY LINK	Telephone expense	155.44
CFI TIRE SERVICE	Tires	28,770.95
CHAMPLIN TIRE RECYCLING, INC	Tire processing	4,125.08
CITY GARDENS, INC	Site maintenance	8,513.50
CITY OF PERRY	Leachate processing	4,703.28
CITY OF URBANDALE	MWA grant program	62,487.15
CLEAN DES MOINES, INC.	Janitorial services	1,325.00
CLEAN EARTH SYSTEMS INC	Contract disposal	690.00
CLEAN HARBORS ENV. SERVICE INC	Contract disposal	24,658.73
COMMONWEALTH ELECTRIC COMPANY	Site maintenance	33,239.81
COMMUNICATION INNOVATORS INC	Computer supplies/maintenance/	125.00
CONFERENCE TECHNOLOGIES, INC	CO board room	2,974.00
CP MANUFACTURING INC	Equipment	30,653.90
CRYSTAL CLEAR	Office supplies	211.75
DATASHIELD CORP	Recycling expense	161.58
DES MOINES MOBILE WASH, INC	Preventive maintenance	2,053.80
DES MOINES REGISTER, THE	Advertising	313.44
DES MOINES SOLID WASTE	Yard waste collection	35,334.28
DES MOINES STEEL CO.	Site maintenance	455.78
DES MOINES WATER WORKS	Utilities	1,819.32
DES MOINES, CITY OF	Lease/leachate processing	15,164.81
DEX MEDIA EAST	Advertising	155.77
DIAM PEST CONTROL	Pest control	343.00
DOBBINS, EMILY	Mileage/expenses	102.63
DUKE AERIAL, INC.	MRF Equipment rental	2,428.20
ELECTRICAL ENG. & EQUIP. CO.	Parts/labor	1,281.07
ELECTRONIC ENGINEERING CO.	Parts	484.92
EXPRESS HOLDINGS LLC	Building services	42.75
EXPRESS LAUNDRY	Floor mats	125.00
FASTENAL COMPANY	Health/safety	771.22
FERRELLGAS	Utilities/equipment fuel	1,369.76
FIRST CHOICE SERVICES / US COFFEE	Office supplies	247.00

Vendor Name	Services Provided	Amount
FLYNN WRIGHT	Public information/promotion	16,376.00
FORCE FITTERS LLC	Employee Uniform	1,510.00
FREIGHTLINER OF DES MOINES, INC	Parts	2,973.99
GRAINGER	Parts/small tools/supplies	420.59
GRP & ASSOCIATES	Contract disposal	1,182.00
HDR ENGINEERING, INC.	Engineering services	54,839.61
HEAVY HIGHWAY FRINGE BENEFIT ADMINISTRATION CO.	Medical Insurance	645.00
HIBU INC	Public information/promotion	37.39
HIRE QUALITY SOLUTIONS	Temporary labor	1,554.40
HIRE QUEST, LLC	Staffing	10,300.92
HOUSBY HEAVY EQUIPMENT	Parts/labor/preventive maint	260.02
HOUSBY MACK, INC.	Parts/labor/preventive maint	42,473.08
HR DIRECT/POSTER GUARD	Office supplies	89.00
HYDRO KLEAN	Bldg repairs/site maintenance	2,722.00
INDEED, INC	Advertising	1,980.54
IOWA DES MOINES SUPPLY, INC.	Office supplies	636.18
IOWA DES MOINES SUPPLY, INC.	Janitorial supplies	443.03
IOWA DIVISION OF LABOR SERVICES	Site Permit	175.00
IOWA DNR	SWAP Grant 21-G550-08	1,388.89
IOWA FIRE EQUIPMENT COMPANY	Fire alarm/inspection	216.50
IOWA LABORERS' DISTRICT COUNCIL HEALTH & WELFARE FUND	Medical Insurance	27,163.48
IOWA METHODIST OCCUP. MEDICINE	DOT px/workers' comp	1,350.80
IOWA PUMP WORKS	Leachate collection	21,540.70
IOWA STAFFING INC	Temporary labor	3,684.08
IPERS	Employer's share of IPERS	53,996.64
J. A. KING & CO	Site maintenance/parts	1,445.53
JIM HAWK TRUCK TRAILERS, INC.	Equipment/parts/labor	6,435.22
JOHNSON CONTROLS SECURITY SOLUTIONS LLC	Alarm/detection monitoring	267.14
KABEL BUSINESS SERVICES	Employee benefit expense	15,104.31
KABEL BUSINESS SERVICES	Service fees	54.90
KAL SERVICES, INC.	Yard waste collection	653.22
KENWORTH MID-IOWA INC.	Parts/preventive maintenance	299.32
KNAPP	Site maintenance	550.00
KNAPP	Management fee	2,195.80
KOCH BROTHERS	Office supplies	427.12
LARRY'S WINDOW SERVICE, INC.	Building services	210.00
LIBERTY TIRE RECYCLING SERVICES OF IA	Tire processing	237.25
LUBE-TECH & PARTNERS, LLC	Equipment Fuel	15,122.73
MCCLOUD & CO, INC	Pest control	150.10
MEGAN LAFFOON	Americorp	955.12
MENARDS-ALTOONA	Supplies	472.56
MENARDS-CLIVE	Supplies	10.66
MENARDS-GRIMES	Supplies	923.50
MHC KENWORTH - DES MOINES	Parts/labor/preventive maint	27,227.86
MICHAEL MCCOY	Mileage/expenses	578.18
MID IOWA OCCUPATIONAL TESTING	Pre-employment	310.00
MIDAMERICAN ENERGY	Utilities	25,104.12
MID-CONTINENT SAFETY LLC	Heath/safety	494.17
MIDDLE RIVER BUCK BLINDS, LLC	Small Equipment	22,163.00
MIDLAND POWER COOPERATIVE	Utilities	563.80
MIDWEST WHEEL COMPANIES	Parts	1,124.84
MMC CONTRACTORS IOWA, INC.	Bldg repairs/site maintenance	22,652.68
MOTOR PARTS WAREHOUSE, INC	Parts/small tools/supplies	90.61
MURPHY TRACTOR & EQUIPMENT CO.	Preventive maintenance	1,349.60
NATIONAL MINERALS CORPORATION	Fly Ash	28,601.28
NATIONWIDE OFFICE CLEANERS LLC	Janitorial services	655.65
NMC INDUSTRIAL SERVICES, LLC	Parts/labor/preventive maint	753.72
ODORGON	Parts	919.07
ONE SOURCE	Background checks	231.80
O'REILLY AUTO PARTS	Parts/small tools/supplies	2,162.44
OVERHEAD DOOR COMPANY	Building maintenance	573.60
P & P SMALL ENGINES, INC.	Parts	107.97
PABCO INDUSTRIES, LLC	Yard waste bags	37,672.69
PAYLOCITY	Processing fee	2,114.25
PER MAR	Security	220.00
PETERBILT OF DES MOINES	Parts/labor/preventive maint	706.86
PETERSON CONTRACTORS, INC.	Contracted fly ash hauler	22,176.48
PIKE MECHANICAL INC	Repair services	162.50

Vendor Name	Services Provided	Amount
POMPS TIRE SERVICE, INC.	Tire/track repairs	271.00
PROSPERITY JANITORIAL	Janitorial services	3,316.68
QPS EMPLOYMENT GROUP, INC	Staffing	4,672.64
QUICK OIL CO.	Equipment Fuel	125,577.90
RED WING SHOE STORE	Health/safety	400.00
RELIANCE STANDARD LIFE	Insurance premium	4,627.50
REXCO EQUIPMENT	Parts	1,702.21
ROAD MACHINERY & SUPPLIES, CO.	Parts/preventive maintenance	4,088.14
RSM US LLP	Consulting/prof service/dues	36,816.00
RSM US PRODUCT SALES LLC	Computer supplies/maint/fees	19,166.00
RUETER'S	Parts/preventive maintenance	236.75
RYAN INCORPORATED CENTRAL	MPE Cell E	1,727,568.35
SCHIMBERG CO	Parts	4,392.00
SCHUMACHER ELEVATOR CO	Building services	480.00
SCS ENGINEERS, PC	Engineering services	10,991.38
SENECA COMPANIES	Leachate collection	464.32
SETCO	Parts	9,422.88
SHANA CARREON	MWA EMPLOYEE	61.03
SINK PAPER & PACKAGING	Yard bag storage/distribution	3,463.12
SIOUX CITY TARP, INC	Parts	2,782.39
SMART CLEAN LLC	Janitorial services	1,280.00
SMARTSIGN	Site maintenance	205.71
SOCIAL SECURITY ADMINISTRATION	Employer's share of FICA	41,666.83
SOIL CONTROL LAB	Environmental monitoring	349.00
SOUTHEAST POLK COMM SCHOOL-HOST	Host fees	8,277.32
SPINUTECH	Website/social media	883.75
SUMMIT COMPANIES	Fire extinguisher	1,077.44
TARPOMATIC, INC.	Cover material	1,281.01
TESTAMERICA LABORATORIES, INC	Environmental monitoring	652.70
THE UNIVERSITY OF IOWA	EPA Grant	1,356.76
TIFCO INDUSTRIES	Parts/small tools/supplies	1,143.27
TOMPKINS INDUSTRIES, INC.	Parts	91.52
TRANE US INC	Site maintenance	46.06
TREASURER STATE OF IOWA	Sales tax	19,518.31
TRUENORTH COMPANIES	Dues/subscription/fee	2,500.00
ULINE	Office supplies	1,639.94
VAN WALL EQUIPMENT	Parts/labor/preventive maint	798.73
VANTAGEPOINT TRANSFER AGENTS	Employer's share deferred compensation	7,352.51
VERIZON WIRELESS	Computer supplies/maintenance	930.98
VERMEER SALES & SERVICE INC.	Parts	926.25
VETTER EQUIPMENT CO	Parts	761.24
WASTE CONNECTIONS OF IOWA	Contract management revenue	26,037.96
WASTE CONNECTIONS, INC.	Waste collection/tire process	256,901.94
WASTE MANAGEMENT OF IOWA	Curbside/drop off/waste coll	417,541.62
WASTE MANAGEMENT OF IOWA, INC.	Contract management revenue	13,118.08
WASTE SOLUTIONS OF IOWA	Building services	872.00
WEST BANK	Credit card payment for misc office and travel expens	17,556.09
WEST BANK	Service fees	28.00
WEX	Fuel	3,133.93
WEX BANK	Equipment Fuel	3,133.93
WILLIAMSON'S REPAIR	Equipment maintenance	202.07
WRIGHT OUTDOOR SOLUTIONS	Building services	237.00
ZIEGLER, INC.	Part/labor/prev maint/subscrip	235,741.74
Grand Total		4,282,399.42

The MWA Executive Director and the Deputy Director certify that the above MWA bills paid are properly due and have been made in accordance with the operating and expenditure processes established by MWA.


Michael McCoy, Executive Director


Leslie Irlbeck, Deputy Director

Metro Waste Authority Board

Monthly Board Meeting

November 16, 2022

CONSTENT AGENDA ITEM 8

ITEM:

Approval of Acknowledgement of Bond Reimbursement Payment to Polk County

SUMMARY:

This payment to Polk County for bond proceeds related to the Material Recovery Facility (MRF) and refinance of the Metro Northwest Transfer Station (MNTS) occurs semiannually.

DISCUSSION POINTS:

Semiannual payments to Polk County for bond issuance for MRF and refinance of MNTS are scheduled in November and May, until May 2040. Each November payment is interest only, and each May payment will be principal and interest. The interest payment scheduled for November 18, 2022, will be \$410,825.00.

STAFF RECOMMENDATION:

Staff recommends approval.

CONTACT:

Michael Conroy, finance administrator, 515.323.6506

Metro Waste Authority Board
Monthly Board Meeting
November 16, 2022
AGENDA ITEM 9

ITEM:

Approval to Secure Water Truck and Roll-Off Trucks for Metro Park East Landfill

SUMMARY:

In FY22/23, capital requests of \$230,000 for a water truck and \$215,000 for a roll-off truck were budgeted. These vehicles operate all day every day at Metro Park East Landfill and production on new orders is very slow. Current vehicles in use at MPE are nearing end of life, so replacements are needed.

MWA staff solicited bids for both items. With long wait times for the cab and chassis, vendors were reluctant to quote, or hold pricing, for specialty features required, such as a hoist and tank.

Staff has researched several options, however, feel the best and most cost-effective solution is to reserve a cab and chassis build slot through Sourcewell, then secure the specialty features once vehicle build completion has been confirmed. As a member of Sourcewell purchasing group, equipment is significantly discounted.

DISCUSSION POINTS:

Staff is seeking approval for the purchase of existing, or the build of, one complete water truck and one complete roll-off truck to replace equipment currently in use daily at MPE. The final purchase price for both trucks will stay at or below the total budgeted amount of \$445,000.

STAFF RECOMMENDATION:

Staff recommends approval to spend up to \$445,000 to secure a water truck and a roll-off truck.

BUDGET REQUIREMENTS:

Total cost to acquire a water truck and roll-off truck needed for daily operations will not exceed the \$445,000 budgeted.

CONTACT:

Jon Penheiter, solid waste administrator, 515.333.4446

Metro Waste Authority Board**Monthly Board Meeting****November 16, 2022****AGENDA ITEM 10**

ITEM:

Approval to hire HDR to Design and Prepare Specifications for Cell D Construction and Assessment of Corrective Measures (ACM) improvement at Metro Park West Landfill

SUMMARY:

In FY22/23, a capital request for \$2.8 million was budgeted for the design and construction of a new Cell D at Metro Park West Landfill (MPW). Cell D will be the last cell constructed in the permitted area at MPW.

As part of this construction project, MWA will also make improvements to the leachate collection system on the Greene County Landfill area. These improvements will help reduce the levels of naturally occurring Arsenic that are found in groundwater at the site.

The current Cell C is approaching final capacity, and this project must be completed during the 2023 construction season. Cell C is projected to reach final capacity in the fall of 2023. HDR's cost to design, prepare bid specifications, and bid review for this project will be \$96,114, which includes \$85,833 for Cell D and \$10,281 for the Greene County ACM work.

DISCUSSION POINTS:

HDR has been leading the Cell E project at Metro Park East Landfill. The project has been on time and the construction observation costs have been under the projected amount. The design and specifications for MPW will be completed by January 30, 2023, with the bidding documents advertised that same day. This will allow MWA to solicit bids by the bid due date of February 22, 2023 and start construction by March 30, 2023.

STAFF RECOMMENDATION:

Staff recommends approval of a contract with HDR for the design of Cell D and Assessment of Corrective Measures (ACM) improvement at Metro Park West.

BUDGET REQUIREMENTS:

The \$96,114 to design and prepare specifications was included in the FY22/23 \$2.8 million capital request for MPW.

ATTACHMENTS:

- HDR Agreement for Design of Cell D and ACM Improvement

CONTACT:

Jon Penheiter, solid waste administrator, 515.333.4446



EXHIBIT A

TASK ORDER

This Task Order represents an Agreement by and between the Metro Waste Authority (MWA), ("OWNER"), and HDR Engineering, Inc. (HDR), ("ENGINEER") in accordance with the Terms and Conditions for Professional Services, dated February 28, 2018, a copy of which are attached. Engineer shall perform services on the project described below as provided herein. This Task Order shall not be binding until it has been properly signed by both parties. By signature of this task order, MWA and HDR agree to the acceptability of this arrangement.

HDR Engineering, Inc. (HDR) appreciates the opportunity to provide this proposal to Metro Waste Authority (MWA) for professional design engineering, bidding assistance, and construction quality assurance and administration services in support of new cell development and infrastructure improvement projects at the MWA Metro Park West (MPW) Landfill.

PROJECT NAME: **MWA MPW Cell D Design and Bidding – GL Code: 30-5410-001**

Project Scope of Services

Metro Waste Authority | HDR Engineering, Inc.

CELL D DESIGN AND BIDDING

Project Statement and Objective

It is our understanding MWA desires to hire an experienced engineering firm to provide comprehensive engineering services related to design, permitting, and bidding support for new cell development and associated site improvements at its Metro Park West Landfill (MPW) facility.

Based on our conversations with MWA staff, we understand it is MWA's intention to combine development of Cell D, reconstruction of the Greene County LF toe drain collector, improvements to the groundwater monitoring network, and potentially several smaller miscellaneous site improvement projects into a single construction contract in order to achieve efficiencies and economies of scale.



Scope of Services

HDR will complete engineering design, bidding assistance, and construction support services including the following series of tasks:

Task Series 100 – Cell D Design and Misc. Services

101 – Cell D Liner & Leachate Collection System Design

102 – Contract Document Development

103 – Greene County ACM Support and Design

104 – Groundwater Monitoring Network Improvements

Task Series 200 – Bidding Assistance

201 – Bid Document Production & Notice to Bidders

202 – Pre-Bid Meeting

203 – Bid Tabulation & Technical Review

204 – Contract Initiation Documents

The following pages outline specific aspects of each task included in this project.



Task Series 100 – Cell D Design Services

Task 101

Cell D Liner & Leachate Control System Design

HDR Activities:

HDR will develop complete design and construction documents (plans and specifications) for construction of Cell D at MPW. Cell D is the next phase and final phase of development for the Phase I waste disposal area within the Boone County disposal unit and consists of an approximate 3-acre (permitted size) composite liner and leachate collection system. Overall design components will include:

- Subgrade and cell perimeter grading and bulk earthwork plan (including soil stockpiling and terrace construction for stormwater diversion);
- Clay liner and flexible membrane liner;
- In-cell leachate collection, including drainage layer and cleanouts;
 - Evaluation and design of alternative leachate collection aggregate – recycled glass;
- Tie-ins to existing liner and leachate system;
- Groundwater control system, as necessary;
- Geosynthetic rain flap and rain cover, post-construction storm water controls, and storm water run-on diversion and cell dewatering design and phasing plan during construction;
- Perimeter grading plan to accommodate revised storm water routing around the eastern and southern cell limits to the existing sedimentation basin, litter control, and operational mobility; and
- Customer and facility access roads and modifications to existing operational soil haul roads.

Work will begin with review and compilation of existing permit, survey, and record documents and past design documentation to use as talking points for a design basis development meeting to be held at MPW. The design basis development meeting will include a site visit, overall evaluation of MWA's desired outcomes, and discussion on final decisions necessary to initiate design activities. HDR will prepare a written design basis memorandum summarizing meeting outcomes and key design requirements, constraints, and changes.

Following the design basis development meeting, HDR will begin production work on Cell D design plans and specifications. Design review meetings will be held with MWA at the 60% and 90% complete milestones and for the Final Draft Issued for Bid Project Manual. If a pre-design meeting is requested by IDNR, the 60% complete design review meeting will be replaced with the IDNR pre-design meeting.

HDR will prepare a preliminary Engineer's Opinion of Probable Construction Cost to be discussed at the design basis development meeting, and will



develop an updated Engineer's Opinion of Probable Cost in association with the 90% complete design review meeting. Furthermore, HDR will provide a capital cost outlay schedule to MWA for use in projecting cash flows through the life of this project based on recent historic cell construction projects.

Prior to the start of project work, HDR will develop an overall project schedule for activities leading up to the Notice of Contractor Award. The schedule will include key project aspects and milestones for design engineering and bid assistance services outlined in this Scope of Services.

Planned Meetings:

A total of four (4) meetings are anticipated in association with this task, including:

- Design basis development meeting and site visit.
- 60% design review / IDNR pre-design meeting (virtual)
- 90% design review meeting
- Final draft Issued For Bid Project Manual review meeting (virtual)

The Design basis development and 90% review meetings will be held at the MPW landfill in Perry, IA and will be attended by two members of the HDR project team. The 60% design review and Final draft IFB project manual review will be held virtually with attendance by two members of the HDR project team. HDR will prepare agendas, meeting materials packets, and meeting minutes in conjunction with each of the four planned in-person meetings.

Deliverables:

Deliverables will be provided to MWA electronically prior to each design review meeting and hard copy deliverables will be provided for discussion at the time of each design review meeting. Deliverables associated with this task include:

- Design basis memorandum
- 60% complete design plan set
- 90% complete design plan and specification set
- Engineer's Opinion of Capital Cost (concurrent with the design basis memorandum and 90% complete design) and schedule of anticipated capital outlays.

Key Understandings:

The project, including all design and construction components identified herein, will be let in one single bid package.



HDR is assuming the previously completed airspace analysis survey (completed June 29, 2022) will suffice for the pre-design topographic survey of the anticipated construction area. The area surveyed includes approximately 30 acres comprising the Cell D liner area, the associated borrow area, and the active waste filling area.

The construction Contractor will be required to complete a preconstruction survey upon mobilization for finalization of bulk excavation unit price items. The pre-design topographic survey will be relied on as the basis for all Cell D design elements, volumetrics, and bid quantity determinations. Volumetrics and bid quantity determinations will be updated with the results of the preconstruction survey.

As-recorded drawings for surrounding cells (Cell B and Cell C) will be relied upon for the Cell D design. No geotechnical analysis of the cell area or borrow area are required. Design will be in accordance with permit documents and discussions with IDNR.

Unless specifically identified herein, design excludes major drainage structures, structures outside the cell area, and mechanical designs outside the cell area.

It is assumed that Cell D will utilize the same general design basis and construction details as in the approved permit for the cell grades, base liner system, leachate collection details, drainage details, and specifications. There have been previous conversations regarding relocating the southern limit of Cell D to the north to shrink the overall size of the cell. HDR will review the effect on the permitted collection trenches and incorporate the relocated southern boundary into the final design, as necessary. HDR will communicate the change prior to and at the time of submission of the Notification to Construct to the IDNR. Adjustments will be made based on lessons learned from the most recent construction and operation of Cell C at MPW and cells constructed recently at the Metro Park East Landfill.

It is assumed that an erosion control permit exists and requires no modification for the construction of the cell expansion.

It is assumed that no modifications to the existing gas collection and conveyance system will be needed for the construction of Cell D.

HDR will distribute status deliverables electronically to MWA prior to the design basis kickoff (0% review meeting), 60%, and 90% review meetings. MWA shall provide markup or requested revisions to HDR within seven (7) calendar days of the occurrence of the respective meeting.



Task 102 Contract Document Development

HDR Activities: HDR will prepare final Contract Documents for design elements identified by MWA and included in the Task Series 100 Scope of Services.

Final Contract Documents will include:

- Notice to Bidders
- Advertisement for Bids
- Instructions to Bidders
- Form of Proposal (Bid Form)
- Bid, Performance, and Payment Bond Forms
- Notice of Award
- General Conditions
- Supplemental Site Specific General Conditions
- Construction Drawings and Specifications

With this task, HDR will create a survey certification point table with staking coordinates and pre-determined point naming/numbering conventions for use by surveyor, contractor, and CQA consultant during cell construction. The table will provide the minimum certification point grid and will generally follow a 100-ft x 100-ft spacing.

Planned Meetings: No additional meetings are planned specific to this task. MWA comment and input into contract documents will be solicited concurrent with the 90% complete design review and final draft issued for bid document review meetings.

Deliverables: Final contract documents will be produced in electronic form for MWA's review. Professional time and expenses for hard copy production and dissemination of Contract Documents is included in subsequent tasks.

MPW Cell D survey control table in Microsoft Excel format.

Key Understandings: MWA standard front end construction documents will be used as the basis for this project's construction documents. Changes to the MWA standard documents will be limited to project-specific construction and work sequence elements.

Task 103 Greene County ACM Support and Design

HDR Activities: HDR previously developed a nature and extent study submitted to the IDNR for the assessment of corrective measures (ACM) related to arsenic at the Greene County closed landfill unit. As part of this scope of services HDR will develop a presentation for the public meeting, develop a draft to MWA for review prior to the meeting, attend one (1) public meeting (anticipated for November 2022) with up to two HDR employees. HDR will be available to



lead the discussion of the results of the corrective measures assessment at the public meeting with neighbors to the MPW facility.

Within 60 days of holding the public meeting, a remedy will be selected as agreed upon between MWA and HDR. HDR will design the remedy to incorporate into the Issued for Bid documents and the remedy selection report to be submitted to the IDNR. The remedy selection report will be submitted by HDR to the IDNR within 14 days following the close of the 60 days after the public meeting to select a remedy.

Planned Meetings: Public meeting to be attended by two HDR staff in Perry, IA. Remedy design will be discussed with MWA staff at the design basis kickoff meeting and at the progress review meetings. No additional meetings are planned specific to this task.

Deliverables: Remedy selection report to be submitted to the IDNR within 14 days of selection of the remedy following the 60-day selection period after the public meeting. Design components will be incorporated into the final Issued for Bid contract documents.

Key Understandings: MWA will provide volumes of leachate collected through the toe drain into Lift Station 1 and Lift Station 4.

The scope of work is budgeted for the selected remedy to include removal and replacement of the toe drain collection at the south side of the Greene County landfill unit at the MPW facility. If a remedy is selected not based on the recommended toe drain replacement improvements described in the nature and study report, this scope of services may need to be amended to incorporate additional design features.

Task 104 Groundwater Monitoring Network Improvements

HDR Activities: HDR will subcontract drilling services for the abandonment of MW-16 currently located within the Cell D footprint. Additionally, the subcontractor will install MW-17 and MW-18 at locations described within the current HMSP (updated in 2021). Depths to groundwater at MW locations will be evaluated based off recent groundwater elevation data collected and the total well depth will be updated accordingly prior to installation. HDR will submit to the IDNR notifications regarding the abandonments and installations, well abandonment/plugging forms, and monitoring well construction forms. The new monitoring wells, MW-17 and MW-18 will be surveyed by the subcontractor as part of this task.

Planned Meetings: No additional meetings are planned specific to this task.

Deliverables: Monitoring well construction and abandonment/plugging forms submitted by HDR to the IDNR.



Key Understandings: MWA will review the proposed locations and depths of the planned monitoring well installations and provide feedback prior to HDR subcontractor proceeding with installation. Subcontractor will be responsible for surveying installed monitoring wells and bollard installation.

HDR field staff will meet with the drilling subcontractor in the field while drilling activities are occurring to provide general oversight and coordination.

MWA is responsible for site clearing and grubbing in the locations of the monitoring well installations and abandonment. MWA is responsible for identifying buried utilities at the anticipated drilling locations.

Anticipated well depths may change based on the understanding that the southern liner limits may adjust to the north. In the case that the total depth of the monitoring wells increase, additional drilling and well development subcontractor costs will be billed to MWA at cost. For the purpose of this proposal, a total of 60-ft of well development is budgeted for the project.

Two to three borings may be required for the ACM Support and Design Task. If HDR determines these are necessary to the design, locations will be determined and added to this task. Additional cost of borings and potential associated testing from the subcontractor will be billed to MWA at cost and will not be incurred without prior written approval from MWA.

Task Series 200 – Bidding Assistance

Task 201 Bid Document Production & Notice to Bidders

HDR Activities: HDR will assist MWA in the solicitation and evaluation of the single bid package for the construction of Cell D liner & leachate collection design and associated project elements. HDR will use a lump sum and select unit costs in bidding the project to minimize risk to all parties and encourage competitive bidding.

HDR bidding assistance will include:

- Prepare official Notice to Bidders.
- Aid MWA in development of prospective bidder's list.
- Reproduce and distribute bidding drawings and Contract Documents to prospective bidders.
- Respond to bidders' and suppliers' questions and issue addenda as appropriate.
- Furnish up to 5 copies of the bid documents (drawings and Contract Documents) in paper format for use by MWA, CQA personnel, and prospective bidders.

Planned Meetings: No additional meetings are planned specific to this task.



- Deliverables:** Electronic copies of final Construction Documents Project Manual in Adobe PDF format and specifications in Microsoft Word format.
- Furnish up to 5 copies of the bid documents in paper format for distribution to prospective bidders. Additional copies may require additional fee.
- Key Understandings:** Project will be let in one bid package as described in the HDR Activities section.
- Bidders will provide electronic media release agreements for any documents furnished electronically.

Task 202 Pre-Bid Meeting

- HDR Activities:** HDR will arrange for and facilitate the pre-bid meeting. Meeting agenda, meeting information packets, and meeting notes will be created and distributed to all meeting attendees. Pre-bid meeting minutes and attendee list will be issued as an addendum to the Contract Documents.
- Planned Meetings:** The pre-bid meeting will consist of a single meeting held at the MPW landfill facility. A minimum of two (2) HDR employees will attend the pre-bid meeting.
- Deliverables:** The pre-bid meeting agenda and meeting materials packet will be prepared and made available electronically and in hard copy for meeting attendees.
- Meeting notes will be prepared and made available electronically to meeting attendees and as an addendum to Contract Documents.
- Key Understandings:** The pre-bid meeting will be held at the MPW Landfill office.

Task 203 Bid Tabulation & Review

- HDR Activities:** HDR will review submitted contractor bids for technical completeness and accuracy and tabulate bids for presentation to MWA along with an official recommendation of award.
- As determined necessary at the direction of MWA, HDR will further evaluate selected bids by interviewing references, suppliers, or key project individuals. For budgetary purposes, eight (8) professional hours for supplemental bid evaluation have been included in the fee for this task.
- Planned Meetings:** No additional meetings are planned for this task.
- Deliverables:** Completed bid tabulation spreadsheet and recommendation of award letter.
- A supplementary memorandum outlining review process and outcomes may be produced at MWA's request.



Task 204 Contract Initiation Documents

HDR Activities:	<p>HDR will liaise directly between MWA and the selected contractor to complete and execute the requisite paperwork to initiate the construction contract. This will include correspondence with the selected contractor and MWA project manager and completion of the following initiation documents:</p> <ul style="list-style-type: none">• Issuance of Notice of Award following approval of contractor by MWA board.• Review of contractor's certificate of insurance, performance bond, and payment bond for compliance with general conditions of the contract.• Completion of the Agreement Stipulated Price (contract mechanism) and execution of the agreement by MWA and contractor.• Issuance of Notice to Proceed following satisfactory completion of the preceding contract initiation documents.• Completion of state sales tax waiver forms from MWA to contractor.
Planned Meetings:	<p>No additional meetings are planned for this task.</p>
Deliverables:	<p>Final hard copies of each of the contract initiation documents described in the 'HDR Activities' section for MWA and contractor internal records, and electronic copies in the project record database, to be established by MWA or the CQA consultant.</p>



Project Schedule

HDR is prepared to begin work on this project immediately and will coordinate availability of project team personnel and resources as necessary to meet MWA's desired timeline for construction bid letting and bid award. The table below identifies key milestones in the proposed Scope of Services to accommodate MWA's desired timeline.

Description	Projected Completion Date
Notice of Award	November 16, 2022
Design Basis Development Meeting	November 22, 2022
60% Design Review Meeting	December 22, 2022
90% Design Review Meeting	January 16, 2023
IDNR Notification to Construct	January 23, 2023
Bid Letting	January 30, 2023
Pre-Bid Meeting	February 9, 2023
Deadline for Bid Receipt	February 22, 2023
Notice of Construction Contract Award	March 15, 2023
Start of Construction	March 30, 2023
Construction Substantial Completion	July 15, 2023
Submittal of CQA Report to IDNR	July 31, 2023
Construction Final Completion	August 15, 2023



Compensation and Fee Schedule

HDR will complete the Scope of Services detailed herein on a lump sum basis for all tasks. A detailed breakdown of our fee by task series is provided as follows:

Task Series Description	Subs	Expenses	Budget
Task Series 100 – Cell D Design and Misc. Services			\$80,970
101 – Cell D Liner & Leachate Collection System Design	-	\$2,452	\$54,078
102 – Contract Document Development	-	-	\$5,085
103 – Greene County ACM Support and Design	-	\$120	\$10,281
104 – Groundwater Monitoring Network Improvements	\$8,280	\$60	\$11,526
Task Series 200 – Bidding Assistance			\$15,144
201 – Bid Document Production & Notice to Bidders	-	-	\$6,361
202 – Pre-bid Meeting	-	\$155	\$3,490
203 – Bid Tabulation & Technical Review	-	-	\$3,239
204 – Contract Initiation Documents	-	-	\$2,053
Total			\$96,114

In an effort to support the project schedule identified on page 10 of this proposal, HDR is offering a credit of \$3,000.00 per week to Task 200 subtotal in the event that the bid letting date of January 30, 2023 is not met and is due to a finding of fault against HDR by a proper tribunal. HDR will not be responsible to provide credited amounts to MWA in the event that the failure to meet the bid letting date is due to invalid assumption(s) outlined in our proposal or for reasons outside of HDR's reasonable control. A week is defined as seven (7) calendar days.



This Task Order is executed this _____ day of _____, 20__.

Metro Waste Authority	HDR ENGINEERING, INC.
"OWNER"	"ENGINEER"
BY: _____	BY: <u>Matthew B. Tondl</u>
NAME: _____	NAME: <u>Matthew B. Tondl</u>
TITLE: _____	TITLE: <u>Senior Vice President</u>
ADDRESS: _____	ADDRESS: <u>1917 S 67th Street</u>
	<u>Omaha, NE 68106</u>