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**File #:** 2025-4170

**Agenda Date:** 7/2/2025

**Agenda Item No:** 3.

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**FROM:** Robert Thompson, General Manager  
Originator: Mike Dorman, Director of Engineering

**SUBJECT:**

**TRUCK LOADING BAY ODOR CONTROL IMPROVEMENTS AT PLANT NO. 2, PROJECT NO. P2-140**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a Professional Design Services Agreement with CDM Smith, Inc., to provide engineering services for Truck Loading Bay Odor Control Improvements at Plant No. 2, Project No. P2-140, for an amount not to exceed \$899,800; and
- B. Approve a contingency of \$89,980 (10%).

**BACKGROUND**

Orange County Sanitation District (OC San) Plant No. 2 Solids Storage and Truck Loading facility was built in 2000 and consists of two biosolid storage bins and two truck loading bays. This facility stores biosolids produced from the solids dewatering process and loads them onto trucks for transport. Odors from the storage bins and the dewatering process are treated using biofilters and odors from the truck loading bays are treated using chemical scrubbers. These odor control systems were installed in 2019. At the same time, fast-opening roll-up doors were added to the north end of each loading bay. At that time, it was assumed that ocean winds typically blew from the south. As a result, doors were not installed on the south end, since odors were not expected to escape in that direction. The open south end of each loading bay was also intended to provide fresh air to support the chemical scrubber system.

**RELEVANT STANDARDS**

- Comply with California Government Code Section 4526 to engage the best qualified firm “on the basis of demonstrated competence and qualifications” and “negotiate fair and reasonable fees”
- Operate and maintain facilities to minimize impacts on surrounding communities, including odor, noise, and lighting
- Safe, beneficial reuse of Biosolids

**PROBLEM**

Despite the installation of chemical scrubbers and a north side door in 2019, OC San has continued to experience odor issues at the truck loading bays since the installation of dewatering centrifuges. To address this, a planning study was completed to evaluate the odors and identify potential solutions. The study determined that inadequate odor containment and capture were the primary causes of the issue. Specifically, foul air escapes through the open south exit when the north door is opened for truck entry. Additionally, the lack of negative pressure allows odors to escape.

**PROPOSED SOLUTION**

Approve a professional design services agreement to improve the facility's ability to capture nuisance odors by installing roll up doors on the south end of each loading bay and extending the facility for safety and pedestrian egress when the roll up doors are closed. The project will also install a new air intake system, modify the existing exhaust system, and install other ancillary improvements.

**TIMING CONCERNS**

Delaying this project will result in continued odor complaints at the facility.

**RAMIFICATIONS OF NOT TAKING ACTION**

Without improvements, the current odor control measures will remain ineffective.

**PRIOR COMMITTEE/BOARD ACTIONS**

N/A

**ADDITIONAL INFORMATION**Consultant Selection:

OC San requested and advertised for proposals on January 10, 2025. The following evaluation criteria were described in the Request for Proposals (RFP) and used to determine the most qualified consultant.

CRITERION	WEIGHT
Project Understanding and Approach	35%
Related Project Experience	30%
Project Team and Staff Qualifications	35%

Four proposals were received on March 26, 2025, and evaluated in accordance with the evaluation process set forth in OC San's Board of Directors Purchasing Ordinance OC SAN-61 (Purchasing Ordinance) by a pre-selected Evaluation Team consisting of OC San staff.

The Evaluation Team scored the proposals on the established criteria as summarized in the table below:

	Firm	Approach (Max 35)	Related Experience (Max 30)	Team (Max 35)	Total Score (Max 100)
1	CDM Smith Inc.	28	23	28	79
2	Carollo Engineers, Inc.	22	27	26	75
3	Lee + Ro, Inc.	25	22	22	69
4	GHD Inc.	28	17	22	67

Based on this scoring, two consultants were shortlisted for interviews on April 7, 2025. Following the interview, each member of the Evaluation Team scored the consultants based on both the proposals and interviews using the evaluation criteria and weighting described above. Based on the scoring shown below, CDM Smith, Inc., was selected as the most qualified consultant.

	Consultant	Approach (Max 35)	Related Experience (Max 30)	Team (Max 35)	Total Score (Max 100)
1	CDM Smith Inc.	30	22	29	81
2	Carollo Engineers, Inc.	25	25	26	76

CDM Smith, Inc. excelled in both the technical proposal and interview evaluations. The technical proposal demonstrated an understanding of major elements of the project and the project risks. The proposal reflected the consultant's awareness of construction sequencing and the importance of maintaining operations.

The interview presentation demonstrated a cohesive team operating within an appropriate organizational structure. The selected consultant demonstrated awareness of permitting needs. They also emphasized the importance of communication and active engagement with OC San's staff during both the design and construction phases. Therefore, the Evaluation Team determined that CDM Smith, Inc., is the most qualified firm to complete the project scope.

#### Review of Fee Proposal and Negotiations:

Proposals were accompanied by sealed fee proposals. In accordance with the Purchasing Ordinance, the fee proposal of only the highest-ranked firm was opened after approval by the Director of Engineering of the Evaluation Committee's recommendation.

Staff conducted negotiations with CDM Smith, Inc., to clarify the requirements of the scope of work, the assumptions used for the estimated level of effort, and the proposed approach to meet the goals and objectives for the project. These discussions occurred over two negotiation meetings with the main outcome listed below:

The level of effort was increased based on clarifications to the project scope and a task to model the air flow in the truck loading bay to validate the planning study recommendations.

	Original Fee Proposal	Negotiated Fee
Total Hours	3,850	4,355
Total Fee	\$789,666	\$899,800

The consultant's fringe and overhead costs, which factor into the billing rate, have been substantiated. The contract profit is 8.98%, which is based on an established formula determined by OC San's standard design agreements. Staff is requesting a 10 percent contingency to address potential revisions as the project progresses through preliminary and final design.

Based on the above, staff has determined that the final negotiated fee is fair and reasonable for the level of effort required for this project, and recommends award of the Professional Design Services Agreement to CDM Smith, Inc.

## **CEQA**

The project is exempt from CEQA under the Class 1 categorical exemptions set forth in California Code of Regulations sections 15301, because it involves rehabilitation and minor alterations of existing facilities involving no expansion of use or capacity. A Notice of Exemption will be filed with the OC Clerk-Recorder and State Clearing House after the Orange County Sanitation District's Board of Directors award of the construction contract.

## **FINANCIAL CONSIDERATIONS**

This request complies with the authority levels of OC San's Purchasing Ordinance. This item has been budgeted (Proposed Budget Update FY 2025-26, Page A-6, Truck Loading Bay Odor Control Improvements at Plant No. 2, Project No. P2-140) and the budget is sufficient for the recommended action.

## **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

- Professional Design Services Agreement

OP:lb