

# MEMORANDUM

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**To:** SFSWMA Joint Powers Board Members  
**From:** Randall Kippenbrock, P.E., Executive Director (RLK)  
**Date:** August 9, 2014  
**Subject:** Request for Approval of Amendment No. 1 to the Professional Services Agreement with SCS Engineers of Bedford, TX, for Engineering, Operation and Maintenance Services for the Landfill Gas Collection System at the Caja del Rio Landfill in the Amount of \$8,900.00.

## BACKGROUND AND SUMMARY:

On January 16, 2014, the Joint Powers Board approved RFP #14/17/P to SCS Engineers of Bedford, TX, for Engineering, Operation, and Maintenance Services for the Landfill Gas Collection System (GCCS) at the Caja del Rio Landfill in the amount of \$126,700.00.

Engineering services in 2014 consist of the following tasks:

- Task 1. NSPS, SSM, Title V, New Mexico Emissions Inventory, Federal Greenhouse Gas (GHG) Emissions Reporting;
- Task 2. Title V Permit Renewal (future task for 2015);
- Task 3. Design and Bid Support Services for the Expansion of the GCCS (future task for 2015);
- Task 4. On-Call Services Task;
- Task 5. O&M Routine and Non-Routine Services;
- Task 6. Cell 4A Conversion (completed); and
- Task 7. Cell 4B Conversion (new).

Task 6 was completed in 2014 to comply with the New Source Performance Standards (NSPS) Rule (40 CFR 60, Subpart WWW), which states that landfill gas must be collected from waste that has been in place for five years or more. The conversion consisted of the installation of a landfill gas wellhead onto the leachate collection system pipe under Cell 4A on the east side of the landfill. Leachate is liquid that drains from the waste in the landfill. The leachate collection system captures the leachate, and can also be used to collect landfill gas. Tying a gas well into the leachate collection system is an economical solution until vertical gas wells can be installed after the construction of Cell 4B is complete. The wellhead at Cell 4A has not produced sufficient gas flow to be effective. Field tests indicate that the leachate pipe on the opposite end (west side) of the landfill under Cell 4B will be a more appropriate collection point for landfill gas. Task 7 consists of removing the wellhead from the east side of the leachate pipe at Cell 4A, installing it next to an existing gas well that is closest to the leachate pipe on the west side of the landfill (Cell 4B), and connecting the leachate pipe to the wellhead. This connection requires a four-inch diameter pipe approximately 700 feet long.

Amendment No. 1 will increase the Agreement in the amount of \$8,900.00 for a total not-to-exceed amount of \$135,600.00. Funding is available in the Landfill Gas Collection Reserve Fund.

**ACTION REQUESTED:**

The Agency is requesting Board to approve Amendment No. 1 to the Agreement with SCS Engineers of Bedford, TX, for Engineering, Operation, and Maintenance Services for the Landfill Gas Collection System at the Caja del Rio Landfill in the amount of \$8,900.00.

The Agency also requests approval of a budget increase to 52501.510300 (Professional Services) from 5503.100700 (Landfill Gas Collection Reserve Fund) in the amount of \$8,900.00.

Attachments: 1) Budget Adjustment Request  
2) Professional Service Agreement – Amendment No. 1  
3) Professional Service Agreement

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**ATTACHMENT**

Budget Adjustment Request



**ATTACHMENT**

Professional Services Agreement - Amendment No. 1

SANTA FE SOLID WASTE MANAGEMENT AGENCY  
AMENDMENT No. 1  
PROFESSIONAL SERVICES AGREEMENT  
(Engineering, Operation and Maintenance Services - 2014)

This AMENDMENT No. 1 (the “Amendment”) to the PROFESSIONAL SERVICES AGREEMENT, dated January 16, 2014 (the “Agreement”), is made and entered between the Santa Fe Solid Waste Management Agency (the “Agency”) and SCS Engineers (the “Contractor”). The Amendment shall be effective as of the date this Amendment is executed by the Agency.

**RECITALS**

Under the terms of the Agreement, the Contractor has agreed to provide engineering, operation and maintenance services for the landfill gas collection system at the Caja del Rio Landfill (RFP No. ‘14/17/P).

Pursuant to Article 18, Amendment of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the Agency and the Contractor agree as follows:

**1. SCOPE OF SERVICES**

Article 1, Scope of Services, is hereby amended to include additional non-routine services, as contemplated in the Scope of Work of the Agreement. The non-routine services to be performed pursuant to this Amendment No. 1 consist of reinstallation of the landfill gas wellhead near the leachate cleanout in Cell 4B. The services are further described in Exhibit A to this Amendment No. 1, which is attached hereto and incorporated by reference into the

Agreement. Article 1 is amended to read in its entirety:

The professional services subject to this Agreement are set forth in the Scope of Work attached hereto as Exhibit A and set forth in Exhibit A to Amendment No. 1.

**2. COMPENSATION**

Article 3, Compensation of the Agreement is hereby amended to increase the amount of compensation by a total of Eight Thousand Nine Hundred Dollars and No Cents (\$8,900.00) so that Article 3 reads in its entirety as follows:

A. The Agency shall pay to the Contractor in full payment for services rendered, a sum not to exceed One Hundred Thirty Five Thousand Six Hundred Dollars and No Cents (\$135,600.00), including applicable gross receipts taxes.

DESCRIPTION	AMOUNT
ORIGINAL CONTRACT	\$126,700.00
AMENDMENT NO. 1	\$8,900.00
CONTRACT TO DATE	\$135,600.00

B. Payment shall be made upon receipt and approval by the Agency of reasonably detailed invoices/statements describing the services performed. Invoices/ statements shall be rendered not more than once each month. Compensation shall be paid only for services actually performed.

**3. AGREEMENT IN FULL FORCE**

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT No. 1 to the

Santa Fe Solid Waste Management Agency Professional Services Agreement as of the dates set forth below.

SANTA FE SOLID WASTE  
MANAGEMENT AGENCY:

\_\_\_\_\_  
Miguel Chavez  
Chairperson

\_\_\_\_\_  
Date:

ATTEST:

\_\_\_\_\_  
Geraldine Salazar  
County Clerk

CONTRACTOR:

\_\_\_\_\_  
Kevin Yard, P.E., BCEE  
Vice President  
SCS Engineers

\_\_\_\_\_  
Date:

APPROVED AS TO FORM:

\_\_\_\_\_  
Justin W. Miller  
Agency Attorney

\_\_\_\_\_  
Date:



**EXHIBIT A**

SCS Engineers

Scope of Work  
for  
Amendment No. 1

Engineering, Operation and Maintenance Services  
(Non-Routine Services)  
for  
Caja del Rio Landfill  
Landfill Gas Collection System

RFP No. '14/17/P

## SCS FIELD SERVICES

August 8, 2014  
Project No. 90000001.07

Mr. Randall Kippenbrock, Executive Director  
Santa Fe Solid Waste Management Agency  
149 Wildlife Way  
Santa Fe, New Mexico 87506

Re: Proposed Scope and Fee to Install an Extraction Lateral and Wellhead for Cell 4 Utilizing the Leachate Cleanout at the Caja del Rio Landfill

Dear Mr. Kippenbrock:

SCS Field Services (SCS-FS) is pleased to present this proposed scope, schedule, cost, and fee schedule for the installation of an extraction lateral and wellhead for Caja del Rio Landfill's Cell 4B (utilizing the west side leachate cleanout). This proposed work will be Task 7 under the present contract.

### SCOPE OF WORK

SCS-FS will install an extraction lateral line from the existing eight (8) inch leachate cleanout located on the west side of the landfill. This cleanout is believed to be part of Cell 4's leachate collection system. The purpose of installing an extraction lateral at this location is to extract any landfill gas (LFG) that may be generated from Cell 4's waste.

SCS-FS will connect a four (4) inch lateral line from the referenced leachate cleanout to the vacuum side of EW-3B2. The estimated distance from the cleanout to EW-3B2 is approximately 700 feet. A branch saddle will be installed at the cleanout. A blind flange will be placed at the leachate cleanout. Once the branch saddle has been connected, the four-inch lateral HDPE pipe will be connected and installed along the toe of the slope of the landfill on the west side of Cell 4B. The lateral will then proceed up the slope to EW-3B2 which is located on the top deck of Cell 3.

The lateral will be placed so that it will drain toward the cleanout. In addition, the lateral will be secured in-place using rebar along the side of the pipe. Once the lateral has been placed near EW-3B2, a tie-in to the vacuum side of the well will be constructed, and a wellhead will be placed at this location. It is intended that the wellhead from the leachate riser located on the east side of the landfill will be relocated to this new extraction point.

### SCHEDULE AND FEE

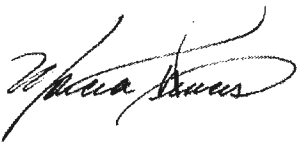
SCS-FS estimates that the work will take approximately two days to complete. The HDPE pipe will be shipped to the landfill via a semi-truck and it is assumed that the landfill will use their equipment to off-load the pipe at strategic locations along the proposed lateral route. It is also

assumed that the Agency will provide a laborer to assist SCS and its contractors in placing the pipe. As discussed previously, we assume that the Agency will supply a 10kW generator to assist in fusing the HDPE pipe.

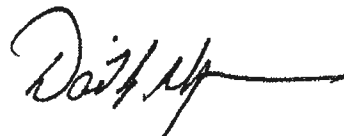
SCS-FS proposes to perform this work September 2 and 3, 2014. The proposed fee is approximately \$8,900.00 not-to-exceed based on time-and-materials. This amount includes New Mexico Gross Receipts Tax (NMGRT).

We look forward to performing this work for SFSWMA. Please do not hesitate to contact either of the undersigned with any questions.

Sincerely,



Marcia Pincus, P.E.  
Project Manager  
**SCS FIELD SERVICES**



David J. Mezzacappa, P.E.  
Vice President  
**SCS ENGINEERS**

MP/DM

cc: Randy Watkins, SFSWMA  
Ron Wilks, SCS-FS  
Kathlene Ewing, SCS-FS

**ATTACHMENT**

Professional Services Agreement

SANTA FE SOLID WASTE MANAGEMENT AGENCY  
PROFESSIONAL SERVICES AGREEMENT  
(Engineering, Operation and Maintenance Services - 2014)

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into by and between the Santa Fe Solid Waste Management Agency (“the Agency”) and SCS Engineers (the “Contractor”) for engineering, operation and maintenance services for the landfill gas collection system at the Caja del Rio Landfill (RFP No. ‘14/17/P) as described in Exhibit A and below. The Agreement shall be effective as of the date this Agreement is executed by the Agency.

1. SCOPE OF SERVICES

The professional services subject to this Agreement are set forth in the Scope of Work attached hereto as Exhibit A.

2. STANDARDS OF PERFORMANCE; LICENSES

A. Contractor represents that it possesses the experience and knowledge necessary to perform the services described in this Agreement.

B. Contractor agrees to obtain and maintain throughout the term of this Agreement all applicable professional and business licenses required by law for itself and its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The Agency shall pay to Contractor in full payment for services rendered, including applicable gross receipts taxes, a sum not to exceed One Hundred Twenty-Six Thousand Seven Hundred Dollars and No Cents (\$126,700.00).

B. Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums payable under this Agreement.

C. Payment shall be made upon receipt and approval by the Agency of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed in accordance with the fee schedule set forth in the Scope of Work hereto attached in Exhibit A.

D. Detailed statements containing reimbursement expenses shall be itemized.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations to and authorization from the Joint Powers Board for the Agency for the performance of this Agreement. If sufficient appropriations are not made or authorization provided, this Agreement shall terminate upon written notice from the Agency to Contractor. The Agency shall be responsible for charges incurred up to the date of notification under this Section per Section 6 of this Agreement. The Agency's decision as to whether sufficient appropriations are available shall be accepted by Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

A. This Agreement shall be effective when signed by the Agency and terminate on January 16, 2015, unless it is terminated sooner pursuant to Article 6 below.

B. Pursuant to the limitations on multi-term contracts for professional services codified in NMSA 1978 § 13-1-150, this Agreement may not exceed four years, including all extensions and renewals. Subject to that limitation, the Agreement can be renewed annually, if agreed upon by the Agency and Contractor and approved by the Joint Powers Board.

6. TERMINATION

The Agency may terminate this Agreement at any time and for any reason by giving ten (10) days written notice to Contractor. If the Agency terminates the Agreement:

- 1) Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the Agency original copies of all work product, research, or papers prepared for the services covered by this Agreement. The Agency shall pay Contractor for services rendered and expenses incurred under this Section, including for preparation of the final report.
- 2) If compensation is not based upon hourly rates for services rendered, the Agency shall pay Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination for which compensation has not already been paid.
- 3) If compensation is based upon hourly rates and expenses, Contractor shall be paid for services rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

- A. Contractor, its agents, and its employees are independent contractors performing professional services for The Agency and are not employees of the Agency.
- B. Contractor, its agents, and its employees shall not accrue leave, retirement, insurance, bonding, or any other benefits afforded to employees of the Agency, and shall not be permitted to use Agency vehicles in the performance of this Agreement.
- C. Contractor shall be solely responsible for payment of wages, salaries, and benefits to any and all employees or subcontractors Contractor retains to perform any of its obligations pursuant to this Agreement.

8. CONFIDENTIALITY

Any confidential information provided to or developed by Contractor in the performance of this Agreement shall be kept confidential, and shall not be made available to any individual or organization by Contractor without the Agency's prior written approval.

9. CONFLICT OF INTEREST

Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with its performance of its obligations pursuant to this Agreement. Contractor further agrees that it shall not employ or contract with anyone in the performance of this Agreement that has any such conflict of interest.

10. ASSIGNMENT; SUBCONTRACTING

Contractor shall not assign or transfer any rights, privileges, obligations or other interests under this Agreement, including any claims for money due, without the Agency's prior written consent. Contractor shall not subcontract any portion of the services to be performed under this Agreement without the Agency's prior written approval.

11. RELEASE

Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the Agency, its officers, and its employees from all liabilities, claims, and obligations whatsoever arising from or under this Agreement. Contractor agrees not to purport to bind the Agency to any obligation not assumed herein by the Agency unless Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement professional liability insurance of \$2,000,000 for each claim, comprehensive general liability insurance of \$2,000,000 for each occurrence



and \$2,000,000 in general aggregate coverage for bodily injury and property damage liability, in a form and with an insurance company acceptable to the Agency. The Agency shall be named as an additional insured under the insurance policy, and the policy shall provide that the Agency will be notified no less than 30 days before the policy is cancelled for any reason. Contractor has furnished the Agency with a copy of a Certificate of Insurance or other evidence of Contractor's compliance with the provisions of this section as a condition of entering into this Agreement.

B. Contractor shall carry and maintain Workers' Compensation insurance in accordance with New Mexico law to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the Agency with evidence demonstrating that appropriate Workers' Compensation insurance has been obtained.

C. Contractor shall also carry and maintain sufficient automobile liability insurance throughout the term of this Agreement to cover no less than \$2,000,000 combined single limit for each accident.

13. INDEMNIFICATION

Contractor shall indemnify, hold harmless and defend the Agency from all losses, damages, claims or judgments, including payment of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action, or demand whatsoever to the extent arising from the negligent acts, errors, or omissions, or willful and reckless disregard of obligations under this Agreement, in the performance of any services covered by this Agreement, whether occurring on Agency managed or owned property or otherwise, by Contractor or its employees, agents, representatives, or subcontractors, excepting only such liability that arises out of the Agency's negligence.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the Agency in connection with this Agreement is subject to the immunities and limitations set forth in the New Mexico Tort Claims Act, NMSA 1978 §§ 41-4-1 to 41-4-27. The Agency and its employees do not waive sovereign immunity, any available defense, or any limitation of liability recognized by law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title, or interest in, or for the benefit of, any person other than the Agency and Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary.

16. RECORDS AND AUDIT

Contractor shall maintain throughout the term of this Agreement and for a period of three years thereafter detailed records that indicate the date, time, and nature of services rendered. These records shall be subject to inspection by the Agency, the City of Santa Fe Finance Department, and the State Auditor. The Agency shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the Agency to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the Agency. In any action, suit, or legal dispute arising from this Agreement, Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or

state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed, or modified except by an amendment in writing executed by the parties.

19. SCOPE OF AGREEMENT

This Agreement expresses the entire agreement and understanding between the parties with respect to the services set forth in the Scope of Work attached hereto as Exhibit A. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of the services Contractor undertakes pursuant to this Agreement on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

If one or more of the provisions of this Agreement or any application thereof is found to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement and any other application thereof shall not in any way be affected or impaired.

22. NOTICES

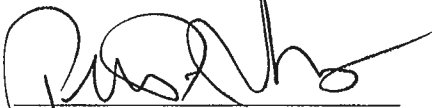
Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

AGENCY: Mr. Randall Kippenbrock, P.E.  
Executive Director  
Santa Fe Solid Waste Management Agency  
149 Wildlife Way  
Santa Fe, NM 87506

CONTRACTOR: Kevin D. Yard, P.E., BCEE  
Vice President  
SCS Engineers  
1901 Central Drive  
Bedford, TX 76021

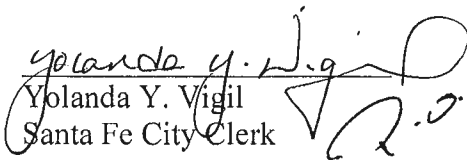
IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

SANTA FE SOLID WASTE  
MANAGEMENT AGENCY:

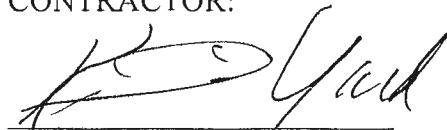
  
\_\_\_\_\_  
Peter Ives  
Chairperson

1-16-14  
Date:

ATTEST:

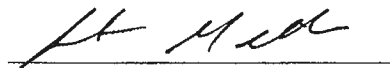
  
\_\_\_\_\_  
Yolanda Y. Vigil  
Santa Fe City Clerk

CONTRACTOR:

  
\_\_\_\_\_  
Kevin D. Yard, P.E., BCEE  
Vice President  
SCS Engineers

1/20/14  
Date:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Justin W. Miller  
Agency Attorney

1/16/14  
Date:

**EXHIBIT A**

**SCS Enginners**

**Scope of Work**  
**for**  
**Engineering, Operation and Maintenance**  
**for the**  
**Landfill Gas Collection System**  
**at**  
**Caja del Rio Landfill**

**RFP No. '14/17/P**

## SCS ENGINEERS

January 3, 2014  
SCS Proposal No. 160189213

Mr. Randall Kippenbrock, Executive Director  
Santa Fe Solid Waste Management Agency  
149 Wildlife Way  
Santa Fe, New Mexico 87506

Re: Proposed Scope and Fee  
Santa Fe Solid Waste Management Agency RFP # '14/17/P  
Engineering, Operation and Maintenance Services for Caja Del Rio Landfill Gas  
Collection System at the Caja Del Rio Landfill, Santa Fe, New Mexico

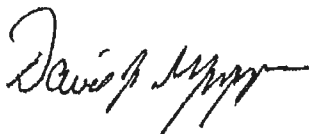
Dear Randall:

In response to your letter of December 26, 2013, SCS Engineers is pleased to present this proposed scope, schedule, cost, and fee schedule for RFP #'14/17/P. These proposal documents have been prepared based on communications with the Santa Fe Solid Waste Management Agency (SFSWMA) and conform to the proposal provided to you December 17, 2013. We have organized the documents as follows for insertion into your standard contract form:

Exhibit A – Scope and Schedule;  
Exhibit B – Rates and Not-to-Exceed Fees; and  
Exhibit C – Fee Schedule.

We very much appreciate the opportunity to continue providing the engineering and the O&M services to SFSWMA. Please do not hesitate to contact us with any questions.

Sincerely,



David J. Mezzacappa, P.E.  
Vice President  
**SCS ENGINEERS**



Ron Wilks  
Vice President  
**SCS FIELD SERVICES**

cc: Marcia Pincus, P.E.

**EXHIBIT A – PROJECT DESCRIPTION AND SCOPE OF WORK  
ENGINEERING, OPERATION, AND MAINTENANCE SERVICES FOR THE CAJA DEL  
RIO LANDFILL GAS COLLECTION SYSTEM  
AT THE CAJA DEL RIO LANDFILL**

**Project and Brief Landfill Description**

The Caja del Rio Landfill (Landfill), owned and operated by the Santa Fe Solid Waste Management Agency (SFSWMA), was opened in 1997 and occupies an area of approximately 430 acres. The Landfill contains a leachate evaporation pond, effluent storage pond, and approximately 78 acres permitted through the New Mexico Environment Department for disposal of solid waste.

The facility has five permanent structures – administrative offices, scalehouse, maintenance building, storage building and pump house. SFSWMA also owns approximately 200 acres of land adjoining and to the west of the permitted Landfill. The landfill is currently undergoing a permit renewal and expansion (not yet approved).

This scope of services is to provide SFSWMA engineering, operation and maintenance services as set forth in the Request for Proposal (RFP #'14/17/P), Engineering, Operation, and Maintenance Services for the Caja Del Rio Landfill Gas Collection System at the Caja Del Rio Landfill (Landfill). This grouping of services, is somewhat diverse, consisting of engineering services encompassing the Landfill's annual emissions inventory and other air-related work including Federal greenhouse gas (GHG) emissions reporting; support for the expansion of gas collection and control system (GCCS); support regarding Title V renewal of the air permit; and operation and maintenance services (both routine and non-routine) for the GCCS.

Per the project approach provided to SFSWMA in the SCS Engineers (SCS) proposal dated December 17, 2013, and discussions with SFSWMA, SCS proposes to break down the work for this project into the following tasks:

- Task 1 – Air Related Reporting;
- Task 2 – Title V Permit Renewal (future task for 2015);
- Task 3 – Design and Bid Support Services for the Expansion of the GCCS (future task for 2015);
- Task 4 – On-Call Services Task;
- Task 5 – O&M Routine and Non-Routine Services; and
- Task 6 – Cell 4A Conversion (by April 2014).

A detailed scope of work for each task is provided below.



## **SCOPE OF WORK**

### **Task 1 – Air Related Reporting**

#### **Subtask - NSPS, SSM, and Title V Reporting**

Task 1 includes services in calendar year 2014 related to required New Source Performance Standards (NSPS), Startup, Shutdown and Malfunction (SSM), and Title V reporting. This includes one reporting event in April 2014 and one in October 2014.

The Title V reports certify that the Landfill is in compliance with all air-related requirements. Title V reporting requires reporting of compliance deviations semi-annually (if any deviations occurred) and certification of overall compliance with all air-related requirements annually. For this Task, SCS will prepare the Title V reports. For budgeting purposes, consistent with our approach in prior years, we have assumed that SFSWMA will provide any necessary information for SCS' use in preparing these reports.

The rule requiring the SSM Plan requires that semi-annual report filings be submitted detailing many aspects of the GCCS' operation. The required SSM report consists of a summary of SSM events, which will be determined from the SSM forms that the GCCS operator will be required to prepare. NSPS reporting is more involved and requires documentation of the following per 40 CFR §60.757(f): all GCCS wellfield exceedances, a summary of quarterly surface scans, documentation of any gas system expansions conducted during the reporting period, a summary of gas system downtime in excess of five days, and any flare free-venting in excess of one hour.

As part of this task, SCS will keep track of each reporting period, and 30 days before the report is due, gather all required information from SFSWMA and SCS Field Services. SCS will then use this information to prepare the NSPS and SSM report drafts for SFSWMA review. Upon approval, at SFSWMA's preference, SCS will transmit these reports to SFSWMA for NMED submittal or submit them on SFSWMA's behalf. To simplify reporting, SCS will combine these reports into one submittal to NMED.

***Deliverables:** Up to 2 draft copies of each draft NSPS, SSM, and Title V Report for SFSWMA review along with pertinent signature pages; up to 6 final copies for SFSWMA's records. In addition, all deliverables will be provided electronically in PDF format.*

#### **Subtask - Prepare New Mexico Emissions Inventory Reporting**

SCS will prepare the calendar year 2013 emissions inventory for the Landfill. This inventory, which will be filed online, is scheduled to be submitted by April 1, 2014. In preparation for this task, SCS will prepare a list of needed information. This list will include everything SCS needs to calculate 2013 emissions, such as 2013 incoming waste quantities and specifics regarding equipment usage. Once this information has been obtained, SCS will prepare emissions estimation spreadsheets. Per our discussions with NMED, GHG calculations performed as part of this task will be reported to NMED if they require them, since NMED accepts the EPA-mandated calculations for these values.

To report these emissions, SCS will utilize the online format required by NMED, referred to as the NMED Air Emissions Inventory Reporting (AEIR) tool. Following completion by SCS, we will work with SFSWMA to check and finalize the submittal to NMED as the certifier. A copy of the emission spreadsheets will be provided to SFSWMA and NMED, as was done in the previous year.

This task will also include any assistance with fee forms sent to SFSWMA from NMED. These forms typically require that emissions totals be listed from which fees are determined. SFSWMA typically sends these forms to SCS upon receipt from NMED, and SCS completes them with the calculated emissions totals for SFSWMA's remittance to NMED. Please note that the fees themselves are not included in this proposal.

***Deliverables:*** *PDF file of the emissions calculations.*

### **Subtask - Federal Greenhouse Gas (GHG) Emissions Reporting Services**

This task will address requirements regarding the Federal mandatory GHG reporting rules for calendar year 2013 GHG emissions and encompass the reporting event that is due to EPA by March 31, 2014. The proposed scope for this task includes the preparation and submittal of the required GHG emissions estimates and associated information required by the GHG reporting rule. As was completed this past March, online reporting will be used to file information related to the GHG reporting rule. It should be noted that this reporting is different from the State of New Mexico emissions reporting requirements (although for GHG emissions, the NMED accepts what is prepared for EPA).

The first step in the GHG calculation process will be to collect all required data from calendar year 2013 including waste intake values, and for the GCCS, landfill gas flows and methane content. We typically obtain much of this throughout the year. This information gathering will be similar to the normal emissions inventory process, but will be much more detailed and documented for SFSWMA's files. SCS will collect this data from SFSWMA and SCS Field Services to complete the required data set. Utilizing equations provided in the EPA rule, SCS will convert the required information that has been gathered into the required GHG emissions.

SCS will place the collected data as well as all calculations into a suitable format for the SFSWMA's files prior to entering the information into the EPA-required reporting format. Upon entering the required information into the online reporting system, SCS will work with the Landfill's Designated Representative to review and certify the data to EPA. SCS will also be available to assist in providing additional information that EPA might require. When the reporting has been completed, SCS will provide a memorandum for your files including backup calculation spreadsheets and pertinent assumptions.

***Deliverables:*** *Electronic copies will be provided of all GHG emissions calculations for SFSWMA files along with printouts of EPA reporting forms. All deliverables prepared in MS-Word or Excel will also be provided electronically via PDF.*

## **Task 2 – Title V Permit Renewal**

Consistent with prior years and current NMED regulations, this task will include necessary permitting service required during the contract period to renew the landfill's Title V permit and for services required related to the pending 20-year permit renewal/landfill expansion. The next Title V permit renewal will be due February 15, 2016. For this task, SCS will work closely with Air Quality Services, Inc. (AQS), based in Santa Fe.

As an initial task for this work, SCS will prepare a list of needed information from SFSWMA. This information needs list will include everything SCS needs to prepare the renewal application. SCS will prepare the application to renew the Title V permit. This renewal application will contain NMED's universal application parts one, two, and three. During preparation of the application, SCS will work with SFSWMA to verify the different emission sources that must be included, and to update this information where these sources might differ from what is currently permitted. Certification renewals for Title V permits do not require fees and, as such, no permitting fees are included in this proposal.

Upon completion of a draft application, SCS will transmit a draft to SFSWMA for review, comment, and Responsible Official signature. Upon receipt of comments, SCS will prepare final copies for submittal to the proper regulatory agencies, as well as copies for the SFSWMA. SCS will then transmit the application to the SFSWMA for submittal to the NMED, or we may submit it on your behalf, as you require.

In addition to the above scope of work, this task will cover the following services after the submittal of the Title V renewal application to NMED. Follow-up services will include the following:

- Follow-up with NMED to address application questions;
- Post-submittal services related to EPA review and comments on the application;
- Review of the draft permit application that will be prepared by NMED; and
- Participation in or preparation for a hearing (not likely to be needed).

If any of these services are required, SCS will prepare a separate proposal for your consideration.

***Deliverables:** Electronic copies will be provided of all application components for SFSWMA files along with printouts (up to 6 hard copies of the renewal application). All deliverables will also be provided electronically via PDF.*

## **Task 3 - Design and Bid Support Services for the Expansion of the GCCS**

Federal NSPS Rules will require at least one GCCS expansion during the contract period (following Cell 4B reaching an adequate interim grade).

This task includes the preparation of plans and specifications for the expansion phase of GCCS construction at the Landfill. This design will conform to the GCCS Design Plan and the layout prepared as described in the Master Plan Document. The construction plans will be comprehensive and likely include, at a minimum, the following plan sheets:

- Cover Sheet;
- Existing Conditions;
- General Layout Plan;
- Well and Pipe Details;
- Condensate Management Details; and
- Survey Control.

If surveying is necessary to verify on-site elevations for use in the preparation of construction plans, Morris Surveying would be utilized by SCS in this task.

As part of the overall construction documents, SCS will also develop technical specifications. Technical specifications will include at minimum the following:

- Surveying;
- LFG well installation (including well drilling, bentonite, and aggregate backfill);
- High density polyethylene pipe and fittings (including materials, installation, and testing);
- Valving; and
- Pumps (if required for a new sump).

During the preparation of technical specifications, SCS will review all local permits that may be necessary so that those requirements may be incorporated into the construction documents. During this effort, SCS will also consider the required timeframes for any of these authorizations and emphasize any of these items that may become a critical path item during construction.

SCS will also prepare a detailed estimate of probable cost of construction. SCS will perform the necessary quantity take-offs for line items included in the scope of work for the project. Line items for this project will include such items as: mobilization/demobilization, surveying, well installation, piping installation, perimeter header, and condensate sump installation (if required). The engineer's estimate of probable cost of construction will be supported by quantity estimates for each line item.

In addition to the preparation of plans and specifications, SCS will provide bidding support services to SFSWMA and construction quality assurance support during construction. Bid-related services provided by SCS will include:

- Preparation of bid document package for the SFSWMA;
- Reproduce bid documents as requested by SFSWMA and distribute via e-mail to contractors;
- Attendance by SCS at a pre-bid conference for the project;
- Technical support to procurement to respond to written comments and questions from bidders;
- Review of contractor qualifications as compared to pre-qualification requirements in bid documents; and
- Review and compilation of bids, and submittal of award recommendation to SFSWMA.

SCS will also provide construction quality assurance (CQA) services. CQA-related services include the following:

- Observe well drilling. SCS can be on-site during well drilling to log the wells noting any proposed relocation due to obstructions, liquid levels, etc.;
- Observe perimeter header pipe construction;
- Assist SFSWMA in evaluating contractor change order requests (if any);
- Reviewing contractor's applications for payment;
- Telephone calls among the SCS project manager, the contractor, and on-site personnel to answer questions and resolve issues;
- Coordinate interpretations of plans and specifications;
- Document construction activities and significant events (including weather delays) on a daily basis. Significant changes in quantity, time, or cost will be recorded;
- Observe and document damage to installed materials and notify appropriate individuals to initiate corrective action;
- Maintain files for correspondence, reports, photographs, requests for information or clarification, and other construction project related documentation;
- Conduct a walk-through of the project at substantial completion and provide a punch-list for completion;
- Attend the pre-construction meeting and progress meetings and prepare and distribute meeting minutes; and
- Participate in the final review of the LFG collection system components with respect to their overall integrity and ability to perform as designed.

Upon completion of the project, SCS will prepare and submit a construction report that will include meeting minutes, daily reports, boring logs, record drawings, photographs, and data. The services of Morris Surveying may also be utilized in this task for any surveying needed that is not being performed by the subcontractor.

***Deliverables:** Electronic copies will be provided of all construction plans and specifications, engineer's estimate, and construction documentation report for SFSWMA files along with printouts (up to 6 hard copies of the construction documents). All deliverables will be provided electronically via PDF.*

#### **Task 4 – On-Call Services Subtask**

Since the RFP listed that other related engineering services may also be needed, an allowance task is recommended and included here for consideration. Services in this task, which would only be authorized on an as-needed basis by SFSWMA, may include general support items that might come up during the period of service for this work.

Related services could range from general assistance with revisions that might be needed to reporting or plans during the year to coordination between SFSWMA and the GCCS' operator, or coordination with NMED or EPA. Additional air support services or permitting needed as part of the pending landfill permit renewal/expansion can also be included in this task. The fees under this

task will be adjusted/augmented as necessary depending on the tasks required. However, an initial amount has been included.

*Deliverables: Although the tasks to be covered under on-call services are to be determined, as with all tasks, any deliverable will be provided in hard copy form as well as electronically.*

## **Task 5 – O&M Routine and Non-Routine Services**

### **Routine Services – Twice a Month Basis**

As required by the Scope of Services, the wellfield be will monitored on a twice-monthly basis. Based on this requirement, SCS proposes that the first reading of the month occur during the first week of the month and that the second reading occur approximately 15 days after the first wellfield monitoring event (or prior to 15 days if there is a NSPS parameter exceedance for an extraction well). During these visits, routine services for the wellfield will involve:

- Monitoring and adjusting the 15 extraction wells so that they meet NSPS parameter requirements for temperature, oxygen, and pressure.
- Obtaining landfill concentrations of methane, oxygen, carbon dioxide, and balance gas at each extraction well, in addition to individual extraction well temperatures and pressures.
- Assuring that extraction wells are functioning properly and/or without damage; inspections will also ensure that there are no broken hoses, pipes, thermometers, sample ports, loose connections, air leaks, and/or condensate build-up in the wellheads or well sample ports.
- Performing inspections of condensate sumps to determine if they are functioning properly and are in good condition.

A Landtec Gem 2000 or 5000 will be used to obtain LFG concentrations, extraction well temperatures, static pressure, well flow rates, and system pressure. Obtaining these parameters will ensure proper wellfield adjustments, in addition to compliance with New Source Performance Standards (NSPS) guidelines. Initial reading and adjusted readings, for each well and the Blower Flare Station (BFS), will be stored in the GEM 2000/5000 for future upload to an electronic data file.

If extraction wells do not adhere to NSPS parameters (less than 131 °F, less than 5 percent oxygen, less than zero pressure), adjustments to the wells will immediately be implemented to bring those wells back into compliance. Adjustments to the wells will also ensure compliance with the NSPS requirement stipulating that some corrective action is made on non-compliant wells within 5 days of an NSPS exceedance(s). If non-compliant wells can immediately be corrected to meet NSPS parameter(s), a 15-day reading will not be required; however, if corrective action does not immediately correct the NSPS exceedances(s), SCS will re-monitor the wells within 15 days of the initial non-compliant reading. This 15 day reading will be coordinated with the second wellfield routine service event.

SCS will record at the BFS all pertinent performance parameters such as:

- Flare temperature prior to and after wellfield adjustments have been made.
- LFG concentrations of methane, carbon dioxide, oxygen, and balance gas prior to and after wellfield adjustments have been made.
- Vacuum pressures and discharge pressure of the blower.
- Blower hours, amps, vibration, and hertz.
- Arrestor and knockout port differential pressures.
- Flare flow and total flow prior to and after wellfield adjustments have been made.
- Blower operating the GCCS at the time of the visit.
- Other pertinent data required to maintain good operating conditions for the BFS, and as required by the manufacturer.

On a semi-monthly basis, SCS will monitor and inspect the blower, flare, and associated equipment. The inspections will involve, but not be limited to, the following items:

- Any damage, leaks, or breaks in piping.
- Unusual noise/vibrations/functions.
- Irregular readings of output equipment and/or electrical equipment.

Maintenance services, as recommended by John Zink for the flare, blower, and associated equipment, will also be performed. Maintenance for the BFS will include, but not be limited to:

- Lubrication of the blower's (quarterly basis or sooner) motors as required by manufacturer.
- Periodic switching of the blowers (monthly basis).
- Draining condensate/fluids from the blower, flame arrestor, and other areas as noted by the John Zink O&M Manual (monthly basis unless specified by manufacturer otherwise).
- Checking that the continuous recorder is functioning properly (semi-monthly basis).
- Recording propane tank levels and advising landfill staff of levels (semi-monthly basis).
- Proper functioning of the Variable Frequency Drive (VFD) (monthly basis).
- Proper functioning of the control panel and electronics (monthly basis).
- Other maintenance items as required by the John Zink O&M Manual for BFS (time interval varies by equipment and manufacturer).
- Isolation and wellhead valves will be rotated fully to open and closed positions, to ensure valves are not "stuck in place" (quarterly basis).
- Flame arrestor cleaning (typically annually or as required by manufacturer as increase in differential pressure).
- Thermocouple testing (quarterly or as required by manufacturer) and cleaning, as required.
- UV scanners inspection (quarterly or as required by manufacturer) and cleaning, as necessary.
- Igniter's inspection (quarterly or as required by manufacturer) and cleaning, as required.
- Electrical/pneumatic inspection where needed.

In addition to routine maintenance, SCS will be responsible for providing necessary labor, equipment, and tools to repair and/or replace defective equipment as needed. Prior to replacement

or repair of the equipment, SCS will advise SFSWMA of problems and discuss requesting advice from the manufacturer regarding warranties on the equipment in question.

All maintenance, calibrations, and repair performed by field staff will be recorded in a field log book for reference. The field log book will be kept in the GCCS control panel. Data from the continuous recorder, which records flow, temperature, and pressure, will be downloaded into electronic files submitted to SWSWMA and their designated agents. All collected data collected from the wellfield, BFS, continuous GHG monitor, and any noted problem areas along with recommendations will be submitted to SFSWMA within 48 hours of data collection. A monthly report detailing the past month's activities, all collected data, and recommendations on problem areas/equipment will be submitted by the 15th day of the following month. All SSMs that occurred during the month will be noted on appropriate SSM Forms, and will be included in the monthly report submitted to SFSWMA.

SCS's approach to providing routine services is to collect data pertaining to the BFS prior to making wellfield adjustments. This allows field staff to determine if the BFS is functioning properly, and to identify problems that may be occurring in the wellfield. We feel that this approach is advantageous because, if the BFS is not operating properly, the wellfield will not be "performing" as usual and adjustments to wells will be difficult to make and/or many wells could also have NSPS compliance issues. One example involves higher than normal vacuum from the BFS. Wells would be "overpulled" as a result of this higher vacuum. If this condition ("overpulling") is not immediately identified and investigated, the NSPS parameter for oxygen could be exceeded at a number of the wells. The disadvantage of this approach is could be more time spent at the site if there are no problems at the BFS, but this time would be offset if there were problems at the BFS and they were not taken care of prior to wellfield adjustments.

After the BFS is inspected and required data are obtained, the field technician will read the wellfield and make adjustments as necessary to each wellhead. As the technician obtains readings at each wellhead, they will inspect the well for leaks, damage, condensate, and other possible problems. Moving from well to well, the technician will also inspect and note the condition of the three condensate sumps and any exposed HDPE piping.

SCS will plan to do wellfield tuning and adjustments during the morning hours. We have found that most extraction wells in southwest arid regions show compliance with NSPS parameters during this early period of the day. We feel this timing of the wellfield readings is advantageous because it is the best time to ascertain the efficiency of the wellfield. SCS believes there is no disadvantage to performing the readings during this time of day and actually allows us the remainder of the day to perform maintenance and repair of equipment, if needed.

Once the wellfield is read, the technician will then return to the BFS and record the necessary final data such as methane, oxygen, carbon dioxide, balance gas, inlet temperature, static pressure, flare temperature, and flow based on the completed wellfield readings. These parameters allow the technician to determine whether adjustments increased the efficiency of the system, and whether the system continues to operate efficiently.

Once the technician completes wellfield adjustments and collects all data from the BFS, they will then perform maintenance for the month or quarter that is required for specific equipment. On a



monthly basis, the technician will switch blowers so that each blower receives equal duty time. Any needed repairs can also be performed at this point, if they are not completed prior to monitoring and adjustment of the wellfield.

### **Routine Services - Once a Month Basis (Optional)**

As mentioned in our proposal, SCS-FS believes that the wellfield can be monitored on a monthly basis instead of twice a month. If so desired by SFSWMA, SCS would visit the wellfield once a month and tune/adjust the wellfield. Any exceedances that may occur during the monthly wellfield visit our technician will be attempt to correct the exceedance. If the exceedance cannot be corrected during the monthly visit, our technician will return to the wellfield within or on the 15th day of the exceedance and will be attempted to resolve the exceedance again. We have found in the past that we have been successful in resolving exceedances within the 15 day period.

During the monthly visit all BFS and wellfield parameters mentioned above will be performed/obtained. Any non-routine services that can be scheduled will also be performed during this monthly visit – if possible to perform within the period allotted.

### **Liquid Level Measurements (Optional)**

Additional routine services for consideration by SFSWMA, involve obtaining liquid level measurements in the extraction wells to determine if condensate/fluids are blocking well perforations. The purpose of obtaining these measurements is to ensure good gas flow and quality in each extraction well. SCS recommends that this routine service be performed on an annual basis. In order for SCS to complete this work, we would disconnect the wellhead from the lateral and use a water level meter to find any fluids in the extraction well. A table of well depths, depths to fluids, top of casing, and other pertinent data will be documented and provided to SFSWMA for their records. Any fluids found in the well that are a concern to SCS will be discussed with SFSWMA and recommendations to SFSWMA on how to handle these fluids will be advised.

### **Surface Emissions Monitoring**

An additional item for consideration by SFSWMA is quarterly surface emissions monitoring (SEM). SCS can perform these events using a TVA-1000A flame detector. The technician will walk the entire area of the landfill that is subject to NSPS regulations (basically, where landfill materials are 5 years in age—in the area where extraction wells are located), at 30-meter spacing in a grid pattern. The TVA-1000A would be calibrated prior to monitoring. Any areas where methane is detected at concentrations over 500 ppm will be immediately flagged, numbered, and marked on a site map. After the technician has finished walking the area, he will contact SFSWMA staff to indicate where high concentrations of methane are located. The technician will assist SFSWMA staff in remediating these areas so that emissions are less than 500 ppm. Remediation is usually accomplished by placing more cover materials over the surface, and/or by increasing vacuum at nearby extraction well(s).

Where surface emissions have exceeded 500 ppm, the area will need to be re-evaluated in 30 days. SCS would perform this service during one of the semi-monthly wellfield tuning/adjustment events. After the 30-day re-check and concentrations below 500 ppm have been obtained, SCS will provide all the collected data in the corresponding monthly report that details the findings of the surface

emissions monitoring event. The report will contain all pertinent data derived from monitoring, along with associated site plans and the locations of any exceedances.

### **Non-Routine Services**

Non-routine work will consist of repair and/or replacement of equipment that can be scheduled in advance and does not consist of emergency services. Non-routine work can range from minor repairs, such as broken wellheads, to complete overhaul of equipment components. In an example of a broken wellhead, SFSWMA staff can disconnect the well from the GCCS system by capping the broken ends. The GCCS will continue to operate with the remainder of the wells on line. SCS can schedule repair of the well during our next trip to the site, or we can arrange with SFSWMA to visit the site sooner. Either arrangement would allow SCS to schedule repairs and obtain necessary materials/equipment to fix the broken wellhead within an agreed time interval.

In addition, non-routine work may also consist of recommendations made by SCS concerning the efficiency of the collection system. These special assignments will be authorized and prioritized by SFSWMA before any work is performed.

Once SFSWMA has identified a repair or special assignment that it desires SCS to perform, SCS will provide SFSWMA with a schedule and associated fees to complete the assignment within a time frame that is mutually agreeable to SFSWMA and SCS. No work will be performed until SFSWMA has authorized the work. Once authorization has been received via written communication (email is acceptable), SCS will obtain all necessary equipment, tools, and materials needed to complete the task. SCS recommends that these non-routine events occur during normal routine visit to the site (i.e. during wellfield tuning events). The obvious advantage of this approach is cost savings. A disadvantage would be the GCCS not operational for a longer period of time, if the non-routine service involved a major operational component. SCS will make recommendations to SFSWMA on the severity of the problem and discuss timing factors in order to make a decision on how to handle a major non-routine service.

Repair/replacement of any HDPE pipe will be performed by Secor and/or SCS field technician. SCS will contact Secor, if used, about any repair/replacement issues and obtain a scope of work and estimated costs for the work. SFSWMA will be provided this information, prior to repair of the HDPE, to obtain SFSWMA approval for the proposed work. Once notice to proceed has been obtained from SFSWMA, the repair work will be scheduled. SCS will oversee the work performed by Secor, if used for the repair. SCS will also schedule the repair work during a routine visit to the site, if possible, in order to keep costs at a minimum.

SCS can provide unscheduled non-routine emergency services when conditions require immediate response and the restoration of GCCS operations. These are services that can be minor or major in nature and require restart of the GCCS. The urgent nature of these items is such that response to them cannot be scheduled during routine or non-routine services. Within a few hours after an alert from SFSWMA staff and/or the GCCS auto dialer, staff from our Albuquerque office can respond to these emergencies 7 days a week.

During an emergency event, the Project Manager and/or other Albuquerque staff can assess problems and provide immediate assistance. If a problem is major, SCS will contact SFSWMA,

describe the event, and make recommendations to remedy the situation. During these types of emergencies, SCS will only perform work required at the time, to ensure no safety hazards exist and/or to provide for the restart of the GCCS. Once these hazards have been resolved and the GCCS is operational again, we will provide repairs based on routine or non-routine scheduled service procedures.

## **Task 6 - Cell 4B Conversion**

For the Landfill, NSPS rules require that gas collection be conducted in waste which has been in place 5 years or longer if not at final grade. Cell 4B will contain waste that has been in place for 5 years as of April 2014. In order to comply with this “5-year” requirement, and based upon discussions with SCS’ compliance engineers, it is proposed that the leachate cleanout for Cell 4B be fitted to also serve as a gas extraction point. This conversion would consist of tying the existing gas extraction system header to the riser with the use of a lateral. In addition, a wellhead similar to the existing wellheads at the gas extraction wells will be placed on the leachate riser. The gas from the riser will be controlled by the wellhead.

For this task, SCS Field Services will provide the construction services to convert Cells’ 4B leachate cleanout to a gas extraction well. CQA-related services will include, but not limited to, the following:

- Observe the construction of the conversion of the leachate cleanout.
- Document construction activities and significant events (including weather delays) on a daily basis.
- Maintain files for correspondence, reports, photographs, requests for information or clarification, and other construction project related documentation.
- Significant changes in quantity, time, or cost will be recorded.
- Attend the any construction meetings and prepare and distribute meeting minutes.
- Upon completion of the project SCS can also prepare and submit a short construction report that will include all pertinent information.
- Work with Morris Surveying to provide an updated wellfield map to be included in NSPS documentation.

## **Schedule**

The final page of this exhibit contains a project schedule. This schedule is discussed here. Although the tasks in this proposal are interrelated, since many of the tasks stem from different regulatory requirements or sections within the same rule, the dates presented are relatively independent from one another, as are the deliverables. Also, each of these tasks is of a relatively short duration and, as such, interim milestones are minimal.

Annual NSPS, SSM, and Title V Reporting is shown as being completed around the previously set reporting dates of April 30<sup>th</sup> and October 30<sup>st</sup>.

Federal Greenhouse Gas (GHG) Emissions Reporting Services shows the work beginning in January 2014. Data will be collected, processed, and emissions calculation prepared. In March 2014, the emissions results will be entered into e-GGRT for final reporting to EPA.

Emissions Inventory Reporting is shown as being completed in February and March for submittal by April 1, 2014, which is the current deadline for this reporting that has been set by NMED.

The schedule for the Renewal of the Title V Permit (Task 2) and Expansion of the GCCS (Task 3) will likely be established in 2015 based on discussions with the Agency and is not shown in this schedule (which only covers items in year “2014” of our contract (encompassing February 1, 2014 through January 21, 2015)).

Task 4 – On-Call Services may take place at any time per the Agency’s needs and is represented as such.

Task 5 (various routine O&M services) will occur on a regular schedule with routine services for the wellfield twice monthly, liquid level measurements once annuals, and surface emissions monitoring quarterly. Non-routine services will be dependent on ongoing circumstances and, as reflected in the schedule, may be needed at any time.

The work to tie-in the leachate infrastructure of Cell 4B (Task 6) will commence no later than March 2014 so that it is completed by April 2014.

**EXHIBIT A - PROJECT SCHEDULE  
2014 AIR COMPLIANCE SERVICES FOR THE  
CAJA DEL RIO LANDFILL**

Task	Date											
	2014						2015					
	F	M	A	M	J	J	A	S	O	N	D	J
1 - Annual NSPS, SSM, and Title V Reporting, NM Emission Inventory, & GHG Reporting												
2 - Title V Permit Renewal												
3 - GCCS Expansion Design and Bid Support Services												
4 - On-Call Services												
5 - O&M Routine Services												
5 - O&M Liquid Level Measurements												
5 - O&M Surface Emissions Monitoring												
5 - O&M Non-Routine Services												
6 - Cell 4A Conversion												

<= Prepare NSPS/SSM/TV Reports by April 30 and October 30, 2014. Prepare NM Emissions Inventory and GHG Emissions by March 31, 2014.  
 <= Schedule to be established in 2015.  
 <= Schedule to be established in 2015.  
 <= Perform additional services tasks as needed throughout the project period.  
 <= Perform twice a month