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ADDENDUM No. 1
to
RFP No. '20/37/P

Date: July 9, 2020
To: All Interested Offerors
From: Randall Kippenbrock, P.E., Executive Director 
Re: RFP No. '20/37/P – Environmental Services for the Santa Fe Solid Waste Management Agency

The following clarifications and/or revisions to Request for Proposal No. '20/37/P are hereby made a part of the RFP documents for the above referenced proposal as fully and as completely as though the same were included therein.

Questions/Clarifications:

1. *On page 16 of the RFP, the fourth bullet under “Additional Proposal Contents” refers to a technical approach section. The proposal format included under “Proposal Submittal Requirements”, also on page 16, does not include a technical approach in the eight sections/items listed. Should a technical approach that discusses the components listed in the fourth bullet be included in the proposal, and if so, in which of the eight sections should it be presented?*

Yes, a technical approach shall be included in the proposal as part of section/item No. 8 (Other Supporting or Resource Material).

2. *On page 16 of the RFP, the fifth bullet under “Additional Proposal Contents” refers to a “Copy of Santa Fe County Business License”. Can the proposer provide a City of Santa Fe Business License in place of a Santa Fe County License?*

For the purposes of this RFP, please provide copies of a City of Santa Fe Business License and/or Santa Fe County License. If selected, an offeror will be required to provide a copy of both licenses

due to work being performed at both the Buckman Road Recycling and Transfer Station (within City limits) and at the Caja del Rio Landfill (within County limits)

3. *On page 7 of the RFP, the last paragraph entitled "Local Preference" indicates that the offeror is required to submit a valid Local Preference Certification Form, pursuant to the City of Santa Fe Purchasing Manual, or a Santa Fe County Preference Certificate, issued by Santa Fe County. Will a copy of the proposer's City of Santa Fe Business License serve as proof of local presence and qualify for local preference?*

No. A copy of the proposer's City of Santa Fe Business License is not proof of local presence and does not qualify for local preference. See attached Local Preference Certification Form. Please note, this form should be filled out and submitted with your RFP if an Offeror has an office address that is physically located within the City of Santa Fe or Santa Fe County. Simply having a Santa Fe Business license to perform work within the City of Santa Fe or Santa Fe County does not automatically qualify for local preference.

4. *Can you provide the facility's Methane Monitoring Plan?*

Yes, see attached Methane Monitoring Plan from the Caja del Rio Landfill Permit.

This Addendum must be signed and returned with your proposal. Failure to do so may cause your proposal to be considered non-responsive.

Receipt of Addendum No. 1 to RFP No. '20/37/P is hereby acknowledged

Authorized Signature

Date

Company Name

LOCAL PREFERENCE CERTIFICATION FORM

RFP/ITB NO: _____

Business Name: _____

Principal Office: _____
Street Address City State Zip Code

Santa Fe Business License # _____ (Attach Copy to this Form)

Date Principal Office was established: _____ (Established date must be six months before date of Publication of this RFP or ITB).

CERTIFICATION

I hereby certify that the business set out above is the principal Offeror submitting this offer or is one of the principal Offerors jointly submitting this offer (e.g. as a partnership, joint venture). I hereby certify that the information which I have provided on this Form is true and correct, that I am authorized to sign on behalf of the business set out above and, if requested by the City of Santa Fe, will provide within 3 working days of receipt of notice, the necessary documents to substantiate the information provided on this Form.

Signature of Authorized Individual: _____

Printed Name: _____

Title: _____ Date: _____

Subscribed and sworn before me by _____ this _____, day of _____

My commission expires _____
Notary Public

SEAL

YOU MUST RETURN THIS FORM WITH YOUR OFFER TO QUALIFY FOR LOCAL PREFERENCE

EXHIBIT 9

Caja del Rio Landfill Methane Monitoring Plan

Santa Fe Solid Waste
Management Agency



Table of Contents

Section 1 Introduction	1-1
1.1 Methane Generation.....	1-1
1.2 Purpose of Methane Management Plan	1-1
1.3 Regulatory Requirements	1-2
Section 2 Methane Monitoring	2-1
2.1 Objective.....	2-1
2.2 Perimeter Landfill Gas Monitoring	2-1
2.3 Structures	2-2
2.4 Response to Monitoring Results.....	2-3
2.5 Monitoring Staff	2-3
2.6 Reporting	2-3
2.7 Post-Closure Landfill Gas Monitoring	2-3
Section 3 Methane Gas Control.....	3-1

Appendices

Appendix A – Monitoring Form

Figures

Figure 9-1 Site Plan – Methane Monitoring.....	2-5
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Section 1

Introduction

This Plan provides guidance to the Agency and others responsible for environmental compliance at the site to ensure compliance with applicable regulations and safety guidelines regarding methane gas.

1.1 Methane Generation

The decomposition of putrescible waste in a landfill can produce methane as a result of microbial action. Anaerobic decomposition, which requires moisture and the absence of air, produces landfill gas, which consists primarily of methane and carbon dioxide in approximately equal proportions. In addition, trace constituents (e.g., hydrogen sulfide) are also generated during anaerobic decomposition. Methane and carbon dioxide are both colorless and odorless gases. Therefore, the odor attributed to methane is derived entirely from trace constituents, specifically hydrogen sulfide. Methane is a potentially explosive gas when the concentration is in the range of 5 percent to 15 percent by volume in air. Monitoring of methane gas at the Caja del Rio Landfill (Landfill) is to ensure that the concentration of methane does not exceed 25 percent of the lower explosive limit (LEL) in facility structures or exceed the LEL at the facility property boundary.

The cornerstone of the Methane Monitoring Plan for the Landfill consists of quarterly methane monitoring conducted along the Landfill property boundary and within on-site structures. There are factors which serve to minimize the potential for impacts from methane:

- The composite liner system for the West and East Phases of the Landfill acts as a barrier which prevents gas flow into the soil either laterally or vertically.
- There are minimal on-site structures and no off-site structures immediately adjacent to the Landfill.
- None of the on-site structures have basements, although the Administration Building has a crawl space and the truck scales are concrete deck pit scales with manholes.

1.2 Purpose of Methane Management Plan

The purpose of this Plan is to prescribe measures that ensure methane does not pose a threat to public health, welfare, or the environment. The management measures in this Plan are:

- Quarterly monitoring at the property boundary in proximity to the waste cells.
- Quarterly monitoring in on-site structures.

- Modifying monitoring in the event that methane is detected in excess of regulatory thresholds.
- Modifying the existing Landfill Gas (LFG) control systems.

The methane monitoring program will be implemented during the active life of the Landfill and throughout the 30 year post-closure care period.

1.3 Regulatory Requirements

The New Mexico Administrative Code Solid Waste Management Rules (20.9.2 – 20.9.10 NMAC) address the monitoring and management of landfill gases. The methane monitoring program described herein is in compliance with *Subsections B and C of 20.9.5.9 NMAC*. Should monitoring results identify methane concentrations exceeding allowable levels, additional monitoring and evaluation will be implemented in accordance with this Plan.

Section 2

Methane Monitoring

2.1 Objective

This section establishes a program to monitor for the presence of methane along site property lines and within on-site structures. If monitoring results indicate methane concentrations above acceptable levels, additional monitoring will be performed to determine the extent of migration, and/or the potential for accumulation within on-site structures (e.g., buildings, sub-grade utilities). If necessary, the existing LFG control system will be modified. This section provides site-specific information describing the locations of monitoring points, methods and procedures for monitoring, monitoring frequency, and record keeping. Routine methane gas monitoring will be conducted to determine if the existing engineered control measures should be modified to prevent potential explosive conditions..

2.2 Perimeter Methane Monitoring

Perimeter methane monitoring is accomplished using barhole probing followed by the immediate measurement for gas. This is a simple and effective field procedure used to evaluate near-surface gas migration. There are currently ten gas monitoring points (GP-1, GP-2, GP-3, GP-4, GP-5, GP-6, GP-7, GP-8, GP-9 and GP-10) as shown on **Figure 9-1** that will be used for quarterly monitoring.

Perimeter methane monitoring locations will be added to include the lateral expansion of the Landfill into the East Phase. Methane monitoring for the East Phase will commence with the acceptance of waste in Cells 7-11 and will continue throughout the post-closure care period.

The methane gas meter used to perform quarterly methane monitoring will be calibrated just prior to each sampling date. Landfill staff performing monitoring will note on the monitoring form in **Appendix A**, that the meter has been calibrated prior to the most current monitoring event.

Monitoring at the perimeter will be performed by:

- Driving a stainless-steel, gas sampling probe approximately 2.5 to 3 feet deep into the soil using a hammer or slam bar.
- Sampling for a period of either two minutes or until steady readings are obtained, whichever is longer.
- Recording the readings per **Section 2.6** of this Plan.

The monitoring technician should note that there are a number of seasonal variables, specifically saturated surface and frozen ground, which may affect the overall effectiveness of

the barhole probe method. Water-saturated conditions preclude the use of the barhole probe method because water can infiltrate into the barhole and be drawn into the instrument during sampling, which can render the instrument dysfunctional. Frozen ground conditions can also inhibit probe penetration. Neither of these seasonal weather conditions is expected to limit the use of the barhole probe technique at the Landfill; however, barhole probe monitoring will be scheduled so as to minimize effects associated with saturated surface or frozen ground conditions.

If methane levels exceed 100 percent LEL at any perimeter gas monitoring point, the technician shall immediately notify the Landfill Manager, who will implement additional LFG sampling as described in **Section 2.4**.

2.3 On-Site Structure Monitoring

Monitoring of methane gas in structures to ensure that the concentration of methane does not exceed 25 percent of the LEL of methane (or 1.25 percent methane by volume in air) is an essential safety precaution. Monitoring will be performed in all on-site structures on a quarterly basis. The current on-site structures at the Landfill are shown on **Volume IV, Exhibit No. 12, Site Plan and Engineering Drawings**.

Monitoring shall be performed inside the structures by sampling the ambient air and, as applicable, around plumbing fixtures, in floor drains, and any other area where methane could accumulate. The peak readings measured in the structure shall be recorded.

If methane levels are detected within on-site structures greater than 25 percent of the lower explosive limit within a structure, the technician shall immediately notify the Emergency Coordinator who will implement the Landfill Contingency Plan (**Volume II, Exhibit No. 2 Contingency Plan**). The Agency shall then perform the tasks described in **Section 2.4** in this Plan.

2.4 Response to Monitoring Results

In response to monitoring results above the threshold values, the Agency will evaluate whether the frequency of monitoring should be increased and additional monitoring locations added. Site-specific and seasonal variables will be considered when evaluating monitoring data from gas monitoring points; e.g., ground conditions, weather, temperature, barometric pressure, and any other relevant factors.

If methane concentrations are confirmed to exceed the specified limits, the Agency will take all necessary steps to ensure protection of public health, welfare and the environment and notify the Secretary. This may include immediate implementation of the procedures outlined in the Contingency Plan (**Volume II, Exhibit No. 2 Contingency Plan**).

The Agency will ensure the methane levels detected are recorded and provide a description of the steps taken to protect public health, welfare, and the environment *within 7 days* of

detection. If necessary, the Agency will implement a remediation plan ***within 60 days*** of the confirmed exceedance. The plan will address the observed methane concentrations, and proposed corrective action. The remediation plan will include a description of modifications to the LFG control system that are necessary to maintain methane at safe levels at the property boundary and in on-site structures. The Secretary will be notified that the plan has been implemented, and this notification will be placed in the Facility Operating Record.

2.5 Monitoring Staff

Methane monitoring will be conducted by personnel who have been trained on the Landfill monitoring procedures and in the use of the measurement equipment.

2.6 Reporting

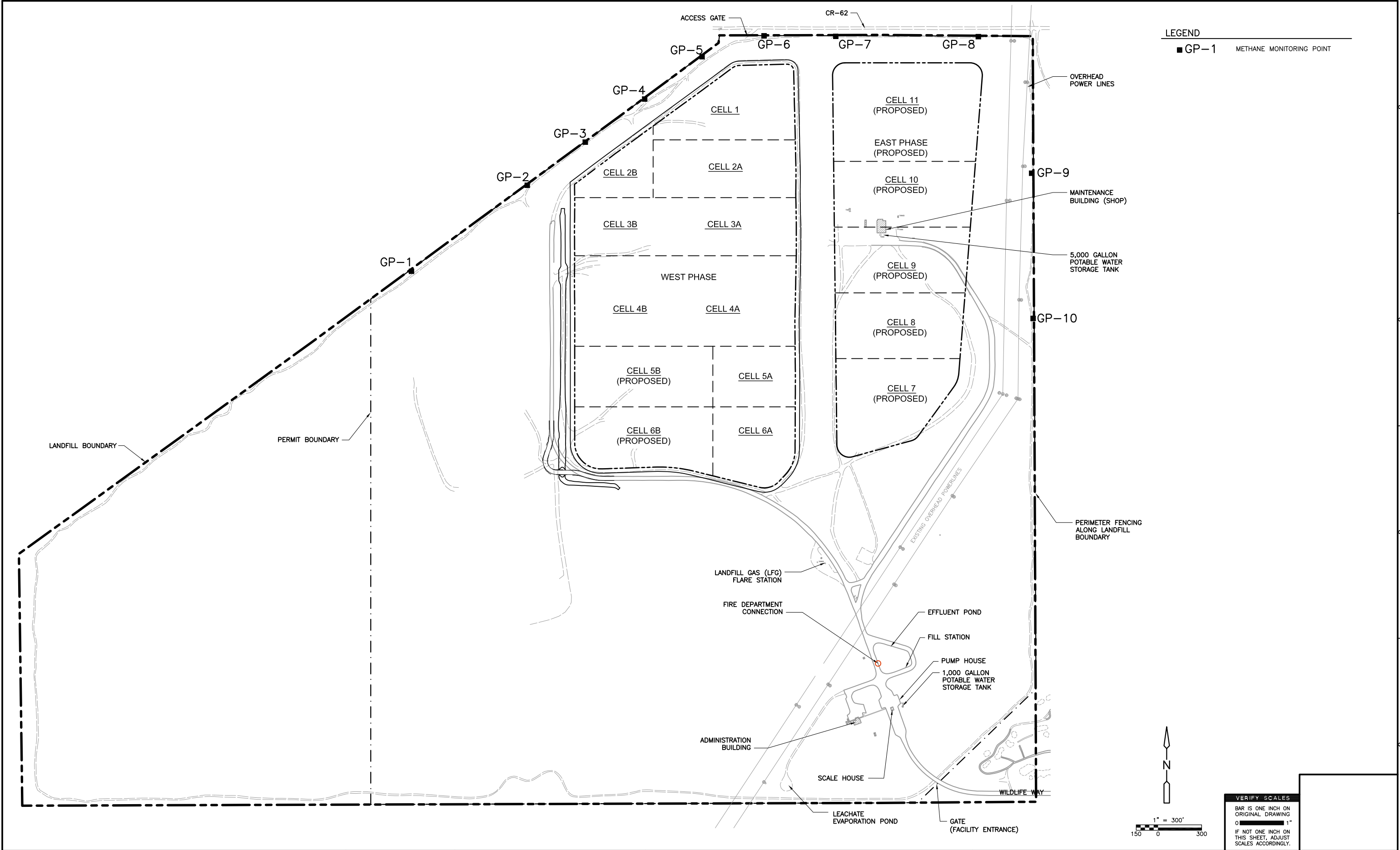
All methane monitoring measurements will be recorded, reviewed and initialed by the Landfill Manager or the Landfill's environmental consultant, and then placed in the Landfill operating records. The measurements will be provided to NMED ***within 90 days*** of monitoring. The quarterly methane monitoring logs will remain on file at the landfill. An example monitoring form is included in **Appendix A**.

2.7 Post-Closure Methane Monitoring

Methane gas monitoring at the Landfill perimeter will continue after closure of the Landfill throughout the 30-year post-closure period. In addition, methane gas monitoring will be performed in any structures that have not been dismantled. Any proposed changes to the methane gas monitoring program will be submitted to the New Mexico Environment Department for approval prior to implementation.

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REV. NO.	DATE	DRWN	CHKD	REMARKS

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DATE: OCTOBER 2013



SANTA FE SOLID WASTE MANAGEMENT AGENCY
ENGINEERING PLANS FOR
THE CAJA DEL RIO LANDFILL

SITE PLAN - METHANE MONITORING

PROJECT NO. 10679-91151
FILE NAME: FIGURE 9-1
FIGURE NO. 9-1

Section 3

Methane Gas Control

Refer to **Volume III, Exhibit 11 Landfill Gas Management** for details regarding the Landfill's Title V Permit and landfill gas collection system.

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Appendix A

Methane Monitoring Form

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Caja del Rio Landfill Methane Monitoring
Permit SWM-261708

Date: _____ On-site: _____ Sampled by: _____

Weather conditions: _____

Temperature: _____ Wind speed: _____ Precipitation: _____

Ground conditions: _____

Equipment: _____ Minimum Probe Depth: _____

Location	Peak % LEL	Continuous % LEL	Comments
Zero Value			
Calibration Value			
GP-1			
GP-2			
GP-3			
GP-4			
GP-5			
GP-6			
GP-7			
GP-8			
GP-9			
GP-10			
Admin Building			
Storage Shed 1			
Storage Shed 2			
Scale House			
Pump House			
Maintenance			

Notes: Take readings at ceiling edges, electrical outlets, around plumbing fixtures, _____

enclosed areas, and ambient air; record peak reading within building. _____

Sample GPs for minimum of 2 minutes. _____

Calibrate methane meter before each sampling event. _____

Signed: _____ Date: _____

Off-site: _____ Data Sheet # _____

