REQUEST FOR APPROVAL

To: Matt Henigan, Deputy Director
Materials Management and Local Assistance Division

From: Clark Williams, Branch Chief
Statewide Technical and Analytical Resources Branch

Request Date: June 26, 2020

Decision Subject: Approval of HDR Engineering Inc. as the contractor for the Composting Volatile Organic Compounds Emissions Guide Contract (Greenhouse Gas Reduction Fund, FY 2018/19).

Action By: June 29, 2020

Summary of Request:

Award the Composting Volatile Organic Compounds Emissions Guide Contract (Greenhouse Gas Reduction Fund, FY 2018/19) to HDR Engineering Inc. The Request for Proposals was advertised on April 8, 2020. HDR Engineering Inc. received the highest overall score based on the experience of its teams, the methodologies it proposed for executing the work, and the budget contained in its proposal. Through this contract, HDR Engineering Inc. will develop technical guidance and strategies to maximize performance of composting systems while minimizing air emissions.

Recommendation:

Staff recommend approval of HDR Engineering Inc. as the contractor for the Composting Volatile Organic Compounds Emissions Guide Contract (Greenhouse Gas Reduction Fund, FY 2018/19) for the amount of $199,805.23.

Funding Information:

Fiscal Year	Fund Source	Amount Available	Amount to Fund Item	Amount Remaining	Line Item
2018/19	GGRF	$200,000	$199,805.23	$194.77	Composting Volatile Organic Compounds Emissions Guide

Deputy Director Action:
On the basis of the information and analysis in this Request for Approval, I hereby approve HDR Engineering Inc. as the contractor for the Composting Volatile Organic Compounds Emissions Guide Contract (Greenhouse Gas Reduction Fund, FY 2018/19).

Dated: June 29, 2020

Signed by Matt Henigan, Deputy Director

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Matt Henigan
Deputy Director

Attachments:

1. RFA - Scope of Work Regarding Reduction of Volatile Organic Compounds Emissions from Composting Operations Contract (Greenhouse Gas Reduction Fund, FY 2018/19)

Background Information, Analysis, and Findings:
Volatile Organic Compound (VOC) emissions from composting operations result from the decomposition of organic materials, but can fluctuate from one facility to the next as well as during the composting process. These variations are influenced by factors such as the composting technology, feedstock mix, and operational parameters (initial grind, porosity, saturation, aeration, etc.). Under this contract, HDR Engineering Inc. (HDR) will collect and compile existing VOC emissions data from all publicly available sources to determine whether specific operational parameters can be linked to specific VOC emission rates, conduct field research to fill in data gaps, and prepare a guidance document that can be used by air district permitting staff and facility operators. To promote the document and its findings, HDR will conduct workshops in California to inform air district staff on the permit conditions which operators can readily control to minimize VOC emissions and to educate compost operators about strategies within their compost systems to maximize VOC emission reductions and avoid commonly made mistakes. The final guidance will be completed by April 30, 2022.

This contract directly helps California achieve the requirements of Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) which requires a reduction in the disposal of organic materials in landfills by 50 percent by 2020 and 75 percent by 2025. CalRecycle estimates the state will need between 50 and 100 new or expanded compost and anaerobic digestion facilities to recycle sufficient organic materials to achieve SB 1383

goals. State agencies, air districts, the composting industry, and other stakeholders have acknowledged the challenges inherent in siting and permitting new and expanded organics recycling facilities. In response to these challenges, CalRecycle and ARB convened a Compost Working Group, which also includes many of the air districts and their association, the California Air Pollution Control Officers Association. The need for the guidance that will be produced via this contract was identified by the Compost Working.

Contract Timelines:

Action/Work Product	Start	End
Task 1: Meet with Stakeholders, Acquire Data, and Define Operational Parameters.	Contract Execution Date	Nov. 1, 2020
Task 2: Analyze existing emissions data.	Nov. 2, 2020	Jan. 15, 2021
Task 3: Design of Field Research Project and preparation of detailed project budget.	Jan. 16, 2021	March 1, 2021
Task 4: Conduct Field Research Project.	March 2, 2021	June 1, 2021
Task 5: Draft Guidance Document and Workshops.	June 2, 2021	Dec. 1, 2021
Task 6: Provide Regular Updates to Staff and Stakeholders.	July 31, 2020	June 30, 2022
Task 7: Final Guidance Document.	Dec. 2, 2021	April 30, 2022