



STAFF REPORT

AGENDA NO: 9g

MEETING DATE: June 1, 2026

To: Honorable Mayor and City Council

Date: June 1, 2026

**From: Chris Lamm, Director of Public Works – (650) 558-7230
Kevin Okada, Assistant Director of Public Works – (650) 558-7230**

Subject: Adoption of a Resolution Approving a Professional Services Agreement with SCS Engineers for Engineering and Regulatory Compliance Services Related to the Closed Burlingame Landfill in the Amount of \$256,115 Plus Contingency Funding of \$25,615, for a Total Not-to-Exceed Amount of \$281,730, and Authorizing the City Manager to Execute the Agreement

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving a professional services agreement with SCS Engineers for engineering and regulatory compliance services related to the closed Burlingame Landfill in the amount of \$256,115 plus 10% in contingency funds in the amount of \$25,615, for a total not-to-exceed amount of \$281,730, and authorizing the City Manager to execute the same.

BACKGROUND

The closed Burlingame Landfill encompasses approximately 50 acres of land and is part of a larger 91-acre tract owned by the City. The landfill was closed over the period from 1995 through 1999. Closure construction activities included final grading and placement of a low-permeability soil cover and drainage systems, and installation of a landfill gas (LFG) system commonly referred to as a Gas Collection and Control System (GCCS). The landfill currently houses multiple amenities including a clubhouse/restaurant, soccer field, baseball field, dog park, pedestrian pathways, parking lot and Topgolf. Other facilities outside of the closed landfill on the City's 91-acre tract include the City's Bayside Park and Wastewater Treatment Facility (see the attached site plan for location of the landfill site).

The GCCS consists of 18 vertical extraction wells, 13 horizontal collectors, nine perimeter migration monitoring probes, 12 condensate drain traps, 10 building methane gas sensors (installed at the City recreational facility buildings), two passive migration vents, one flare, and appurtenant electrical panel and controls. Based on correspondence with the regulatory agencies, up to five LFG perimeter probes will be installed and added to the monitoring network in the upcoming year. A carbon canister is used as back-up for the LFG treatment if needed during flare down-time for scheduled or non-scheduled maintenance.

The City is also responsible for calibration and testing of an automated methane gas detector system installed at the adjacent Crowne Plaza Hotel, which consists of six sensors. There are also 26 methane gas sensors and eight landfill gas probes associated with the Topgolf facility building.

The water quality monitoring system consists of 10 monitoring wells completed into the upper sand unit around the site, two wells completed into the waste unit, one leachate line manhole sampling point, and two surface water sampling points. Water quality monitoring points are sampled and analyzed either semi-annually or annually. Water level elevations are measured at selected points on a semi-annual basis.

DISCUSSION

SCS Engineers has successfully provided landfill GCCS monitoring and reporting services to the City for over 20 years and was selected through a competitive request-for-proposal process in July 2017. The firm has a strong understanding of the overall requirements of the Burlingame Landfill and has been one of the leading agencies statewide in assisting with landfill regulatory issues.

Staff has reviewed the SCS contract and proposes to utilize SCS for the upcoming year due to their expertise and institutional knowledge of the landfill. Staff will evaluate the appropriate timing for releasing a new request for proposals. At this time, SCS's expertise is necessary given the ongoing changes to the landfill associated with the Topgolf development. Their expertise is invaluable in keeping the City in compliance with state regulations.

SCS worked with the City and Topgolf on coordinating with regulatory agencies for review and permitting of the site for the Topgolf development and will perform regulatory required monitoring of methane monitoring systems within the Topgolf facility building. SCS's continued involvement in the regulatory process is essential given their historical knowledge of the site and the Topgolf development. Staff has negotiated the attached scope of professional services with SCS Engineers in the amount of \$256,115. The following are the key elements of the scope of services:

- Task 1 – Routine Monthly/Quarterly LFG System O&M/Reporting.
- Task 2 – Bay Area Air Quality Management District Rule 8-34 and Landfill Methane Rule or LMR Annual Compliance Reporting.
- Task 3 – Non-Routine Investigations, Testing, and Repair/Emergency Support Services.
- Task 4 – Non-Routine Engineering and Permit Support Services.
- Task 5 – Combustible Gas Detection System Calibration, Crowne Plaza Hotel.
- Task 6 – California Air Resources Board AB 32 Methane Emissions Monitoring.
- Task 7 – Flare source testing (optional line item not included).
- Task 8 – Semi-Annual Water Quality Monitoring, Sampling and Analysis and Standard Observations as required by RWQCB.
- Task 9 – Semi-Annual Compliance Reporting to RWQCB.

In accordance with the Topgolf lease agreement, Topgolf is responsible for costs associated with landfill monitoring, reporting, and mitigation related to their facility and will reimburse the City for the additional costs associated with monitoring the landfill due to Topgolf.

FISCAL IMPACT

The estimated costs for services:

Professional Services	\$256,115
Contingency (10%)	\$25,615
Total	\$281,730

There are adequate funds in the proposed FY 2026-27 budget in the Landfill Enterprise Fund to fund this contract.

Exhibits:

- Resolution
- Professional Services Agreement
- Site Map