

## Legislation Text

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**File #:** 17-810, **Version:** 1

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Presenter/Contact

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**SUBJECT:**

Approval of an annual contract with Clean Harbors Environmental Services, Inc. for the collection, management, and disposal of household hazardous waste accepted at City-sponsored events.

**BACKGROUND / RATIONALE:**

The City of New Braunfels solicited a bid in October 2017 seeking a qualified contractor to provide services for the collection and management of household hazardous waste (hereafter "HHW") collection at several City-sponsored events per year. During the events, participants bring HHW materials such as used oil, batteries, and lightbulbs to a designated collection area where the contractor is responsible for sorting and packaging the waste prior to transporting it for disposal in an environmentally safe manner.

A Request for Proposal (RFP) was issued on October 13, 2017, to obtain proposals from vendors capable of providing household hazardous waste collection services. The City received two proposals which were opened on November 3, 2017. Unfortunately, one of the proposals was deemed non-responsive as the proposal was missing some of the documentation that was specifically required by the solicitation document.

The remaining proposal was evaluated based upon criteria such as the contractor's experience, reputation and compliance; types of HHW services provided by contractor; the responsiveness of the contractor's proposal; and proposed pricing.

The respondent is the City's incumbent contractor, Clean Harbors Environmental Services, Inc.; all previous work has been completed to the City's satisfaction. Due to increased costs associated with the services provided, the proposed pricing has an approximate increase of 3.7% from the previous contract that was awarded in April 2013. The cost of each event varies based on the amount and type of material collected; the average cost was \$33,716 for the three events hosted during 2017.

The base term of the contract will begin on March 1, 2018 through February 28, 2019. Additionally, there are four, one-year options to renew for a combined total of five years.

**ADDRESSES A NEED/ISSUE IN A CITY PLAN OR COUNCIL PRIORITY:**

<input checked="" type="checkbox"/>	Yes	<b>Strategic Priorities 9:</b>	Maintain fiscal stability of City operations.
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**FISCAL IMPACT:**

Funding for the contract described above has been incorporated into the adopted FY 2017-18

budget. Additionally, \$30,000 is eligible to be reimbursed by the Edwards Aquifer Habitat Conservation Plan program as a portion of the City's Year Six (2018) work plan. Therefore, sufficient funds are available for the referenced annual contract.

**COMMITTEE RECOMMENDATION:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends the approval of an annual contract with Clean Harbors Environmental Services, Inc. for the collection, management, and disposal of household hazardous waste accepted at City-sponsored events.