



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1415-24 AMD #1

File ID: K-1415-24 AMD #1	Type: Contract	Status: ATS Review
Version: 1	Reference: Item 18	In Control: City Council
Department: Utilities Department	Cost: \$4,418.28	File Created: 03/04/2015
File Name: Amendment to contract for Household Hazardous Waste Collection Event		Final Action:

Title: AMENDMENT NO. ONE TO CONTRACT K-1415-24: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND PSC ENVIRONMENTAL SERVICES, L.L.C., D/B/A STERICYCLE ENVIRONMENTAL SOLUTIONS INCREASING THE CONTRACT AMOUNT BY \$4,418.28 FOR A REVISED CONTRACT AMOUNT OF \$79,418.28 TO COVER ADDITIONAL COSTS FOR INCREASED PARTICIPATION FOR THE HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT HELD AT THE LLOYD NOBLE CENTER PARKING LOT ON NOVEMBER 1, 2014.

Notes: ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Amendment No. One to Contract K-1415-24 with PSC Environmental Services, L.L.C., d/b/a Stericycle Environmental Solutions, increasing the contract amount by \$4,418.28 for a revised contract amount of \$79,418.28; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 03/24/2015

Agenda Number: 18

Attachments: Amendment #1, PO PSC

Project Manager: Debbie Smith, Environmental Services Coordinator

Entered by: gay.webb@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1415-24 AMD #1

Body

BACKGROUND: \$81,000 was appropriated in the FYE 2015 budget to provide the citizens of Norman an environmentally sound method for disposal of household generated hazardous waste. A Request for Proposal RFP 1415-17 was mailed to seven (7) firms on July 29, 2014. Three (3) firms submitted technical and cost proposals on August 18, 2014 in accordance with the RFP. The review committee, consisting of three staff members, evaluated the firms based on their technical proposal. Cost proposals were then evaluated and the Committee selected PSC, Environmental Services, LLC dba Stericycle Environmental Solutions, as the most qualified proposer.

DISCUSSION: Staff anticipated participation of 1,000 to 1,200 households at an average cost of \$60 per

household. Thus, we estimated between \$60,000 and \$72,000 would be expended for this event. The Norman Utilities Authority (NUA) approved Contract K-1415-24 on September 9, 2014 in the maximum amount of \$75,000.

The event was conducted November 1, 2014 and approximately 1,630 households participated. The actual cost of the event is based on the unit price provided in the proposal for the specific items anticipated to be collected. PSC Environmental Services, L.L.C. dba Stericycle Environmental Solutions has invoiced the NUA for \$79,418.28 or \$4,418.28 greater than the \$75,000 originally encumbered. The increase in costs is due to the participation rate being higher than anticipated.

\$81,000 was budgeted for this event, in which \$5,356.34 was spent for miscellaneous expenses such as t-shirts and food for the volunteers and rental of the Lloyd Noble Center parking lot, leaving \$75,643.66. Funds are available in account Other Business Services (032-5543-432.41-99) to cover the increase needed.

RECOMMENDATION: Staff recommends the NUA approve Amendment No. One to Contract K-1415-24 for an additional \$4,418.28 to the Contractor making the total Contract \$79,418.28.