



# City of Norman, OK

Municipal Building Council  
Chambers  
201 West Gray Street  
Norman, OK 73069

## Text File

File Number: K-1112-101 Amd #1

**Introduced:** 9/7/2012

**Current Status:** Consent Item

**Version:** 1

**Matter Type:** Contract

Title

AMENDMENT NO. ONE TO CONTRACT NO. K-1112-101: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CHEMICAL RECLAMATION SERVICES, L.L.C., INCREASING THE CONTRACT AMOUNT BY \$16,470.70 AND CHANGING THE DATE OF THE HOUSEHOLD HAZARDOUS EVENT TO NOVEMBER 3, 2012, AT THE LLOYD NOBLE CENTER PARKING LOT.

**ACTION NEEDED:** Acting as the Norman Utilities Authority, motion to approve or reject Amendment No. One to Contract No. K-1112-101 with Chemical Reclamation Services, LLC increasing the contract amount by \$16,470.70 and changing the date of the Household Hazardous Event to November 3, 2012; and, if approved, authorize the execution thereof.

**ACTION TAKEN:** \_\_\_\_\_  
Body

**BACKGROUND:** The City of Norman has been conducting an annual household hazardous waste collection event since 1999. The City Council appropriated \$84,000 in the Fiscal Year Ending (FYE) 2012 budget to provide citizens of Norman an environmentally sound method for disposal of household-generated hazardous waste (HHW).

**DESCRIPTION:** Request for Proposal (RFP) 1112-38 was mailed to five (5) firms on December 21, 2011. Three (3) firms submitted technical and cost proposals on January 13, 2012 in accordance with the RFP. The Review Committee, consisting of three (3) staff members, evaluated the firms based on their technical proposal and selected Chemical Reclamation Services, LLC. as the most qualified proposal.

On February 28, 2012, the Norman Utilities Authority approved Contract K-1112-101 with Chemical Reclamation Services, LLC. The HHW collection event was originally scheduled for April 14, 2012 but severe weather on April 13th and the threat of more severe weather for April 14th forced the cancellation of the event. Staff has rescheduled the event to November 3, 2012. Therefore, Amendment No. 1 changes the date of the event to November 3, 2012.

At the time of event cancellation, Chemical Reclamation Services had already mobilized to provide the event. In addition, despite the cancellation of the event, some Norman residents delivered household hazardous waste to the event site and Chemical Reclamation Services stayed to collect and dispose of such waste. These services resulted in a payment owed to Chemical Reclamation Services of \$16,470.70. Therefore, Amendment No. 1 increases the total possible compensation amount by \$16,470.70.

The FYE 13 budget appropriated funds for the event in Other Business Services account

(032-5543-432.41-99). The HHW Collection Event will be conducted in the southwestern portion of the Lloyd Noble Center parking lot. Staff anticipates participation of 900-1100 vehicles at an estimated cost of \$75,000. This maximum amount should be adequate based on the volume of HHW collected during the previous events. Adequate funds are available to fund this contract. Although staff does not anticipate going over \$75,000, in the event of greater participation than previous years, a follow-up change order will be necessary to cover the increased amount.

In addition, funds will be encumbered for miscellaneous costs such as site rental, public notice, event signage, and drinks and lunch for an estimated 90-100 volunteers.

**RECOMMENDATION:** Staff recommends approval of Amendment No. 1 to Contract K-1112-101 increasing the contract by \$16,470.70 and changing the date of the Household Hazardous Event to November 3, 2012.