



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1415-24 AMD #2

File ID: K-1415-24 AMD #2	Type: Contract	Status: Consent Item
Version: 1	Reference: Item 28	In Control: City Council
Department: Utilities Department	Cost: \$75,000.00	File Created: 07/16/2015
File Name: Contract for Household Hazardous Waste Collection Event	Final Action:	

Title: AMENDMENT NO. TWO 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 \$75,000 FOR A REVISED CONTRACT AMOUNT OF \$154,418.28 AND EXTENDING THE CONTRACT TERM FOR ONE ADDITIONAL YEAR TO JUNE 30, 2016, TO CONDUCT THE ANNUAL HOUSEHOLD HAZARDOUS WASTE EVENT ON SEPTEMBER 12, 2015..

Notes: ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Amendment No. Two to Contract K-1415-24 with PSC Environmental Services, L.L.C., d/b/a Stericycle Environmental Solutions increasing the contract amount by \$75,000 for a revised contract amount of \$154,418.28 and extending the contract term until June 30, 2016.

ACTION TAKEN: _____

Agenda Date: 07/28/2015

Agenda Number: 28

Attachments: Text File HHW, Amd 2 K-1415-24, Amd 1 K-1415-24, K-1415-24, Requisition

Project Manager: Debbie Smith, Environmental Services Coordinator

Entered by: ellen.usry@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 #2

Body

BACKGROUND: The City of Norman has been conducting an annual household hazardous waste collection event since 1999. The City Council appropriated \$86,000 in the Fiscal Year Ending (FYE) 2016 budget to provide citizens of Norman an environmentally sound method for disposal of household-generated hazardous waste (HHW).

DISCUSSION: Request for Proposal (RFP) 1415-24 was sent 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 (3) staff members, evaluated the firms based on their technical proposal and selected PSC Environmental Services, LLC dba Stericycle Environmental Solutions, as the most qualified

proposal.

On September 9, 2014, the Norman Utilities Authority (NUA) executed Contract K-1415-24 with PSC Environmental Services (PSC). The HHW collection event was successfully completed on November 1, 2014. Approximately 1,630 households disposed of waste material at the event. Approximately 33,000 pounds of chemicals, 14,200 pounds of used motor oil, 2,900 pounds of antifreeze, 15,500 pounds of latex paint, and 31,000 pounds of oil-based paint were collected at the event. In addition, approximately 31,000 pounds of electronics (computers, TVs, etc.), 400 tires, 300 automotive batteries, and numerous old appliances (refrigerators, washers, dryers, etc.) were collected. The Norman Police Department was present to assist with the collection and destruction of pharmaceuticals brought in by citizens. All waste was safely removed and provided the citizens of Norman an environmentally sound method for disposal of household-generated hazardous waste. Because of increased participation, Amendment No. One was approved on March 24, 2015, increasing the contract amount by \$4,418.28 to cover additional costs for increased participation for the HHW Event.

The language of RFP-1415-24 allowed the NUA to continue use of the selected contractor for one additional year if both parties were agreeable. Based on their performance, staff found the services of PSC to be worthy of continued use. Based on the success of the last event and continued use of the previous cost proposal, staff recommends approval of Amendment No. 2 to Contract K-1415-24 with PSC Environmental Services, LLC dba Stericycle Environmental Solutions) extending the term of the contract one (1) additional year. Upon the conclusion of the event, NUA will be invoiced based on the quantities of waste collected according to the cost proposal submitted in RFP 1415-24.

The FYE 16 budget appropriated \$86,000 for the event in Other Business Services account (032-5543-432.41-99). The HHW Collection Event will be conducted on September 12, 2015 in the southwestern portion of the Lloyd Noble Center parking lot. Staff anticipates participation of 900-1100 vehicles based on the data collected during previous events.

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

RECOMMENDATION: Staff recommends approval of Amendment No. 2 to Contract K-1415-24 with PSC Environmental Services, LLC d/b/a Stericycle Environmental Solutions.