



Legislation Text

File #: K-1819-12, **Version:** 1

CONTRACT K-1819-12: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CLEAN HARBORS ENVIRONMENTAL SERVICES, INC., IN AN AMOUNT NOT-TO-EXCEED \$102,000 TO PROVIDE A HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT TO BE HELD OCTOBER 20, 2018, AT THE LLOYD NOBLE CENTER PARKING LOT AND PERFORMANCE BOND B--1819-19.

BACKGROUND: The City of Norman has been conducting an annual household hazardous waste collection event since 1999. The City Council appropriated \$106,000 in the Fiscal Year Ending (FYE) 2019 budget to provide citizens of Norman an environmentally sound method for disposal of household-generated hazardous waste (HHW).

DISCUSSION: Request for Proposal RFP-1718-63 was sent to five (5) firms on June 27, 2018. Three (3) firms submitted technical and cost proposals in accordance with the RFP. On July 19, 2018, the Review Committee, consisting of four (4) staff members, evaluated the firms based on their technical proposal and selected Clean Harbors Environmental Services, Inc. as the most qualified proposal.

Funds were budgeted in the FYE 19 budget for the event in the Water Reclamation Fund, Other Business Services account (032-5543-432.41-99). The HHW Collection Event will be conducted on October 20, 2018, in the southwestern portion of the Lloyd Noble Center parking lot. Staff anticipates participation of 900-1100 vehicles at an estimated cost of \$102,000. 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 \$102,000, in the event of greater participation than previous years, a follow-up change order would 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, lunch and tee shirts for an estimated 90-100 volunteers.

RECOMMENDATION: Staff recommends approval of Contract K-1819-12 in an amount not-to-exceed \$102,000 with Clean Harbors Environmental Services, Inc. and Performance Bond B-1819-19.