



# City of San Antonio

## Agenda Memorandum

**File Number:**13-668

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**Agenda Item Number:** 20.

**Agenda Date:** 10/17/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Solid Waste Management Department

**DEPARTMENT HEAD:** David W. McCary

**COUNCIL DISTRICTS IMPACTED:** All

### **SUBJECT:**

Contract Award: Mulch Transport and Reuse

### **SUMMARY:**

An ordinance selecting Texas Landfill Management, LLC, and awarding a contract for Mulch Transport and Reuse services, with an estimated \$55,000.00 in annual revenue to the Solid Waste Operating and Maintenance Fund. Services provided include transporting and beneficial reuse of shredded wood (mulch) material and utilizing the material for a beneficial reuse. The agreement is for an initial term of five years with two additional five-year renewal options under the same terms and conditions at the City's discretion.

### **BACKGROUND INFORMATION:**

The City issued a Request for Proposals (RFP) for "Mulch Transport and Reuse" (RFP 013-042) on June 14, 2013, with a submission deadline of June 28, 2013. This RFP was advertised in the San Antonio Express News, on the City's website and the City of San Antonio Electronic Procurement System (SAeP's). Three proposal responses were received. Texas Landfill Management, LLC was selected as the most qualified respondent, based on the City's standard RFP process.

The selection team consisted of representatives from the Solid Waste Management Department. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The proposals were evaluated based on the firm's background, qualifications, experience, proposed plan and compensation schedule.

The evaluation of each proposal response was based on a total of 100 points; 30 points allotted for experience, background, qualifications; 30 points allotted for proposed plan; and 30 points allotted for respondent's price schedule. Up to ten preference points were allotted for the Local Preference Program (LPP).

The evaluation committee met on July 31, 2013 to evaluate the three responsive proposals received. After committee review and discussion, individual technical scores were finalized and aggregate scores were then presented to the committee which included pricing and LPP scores. Texas Landfill Management, LLC., was the highest ranking firm and was recommended for award by the evaluation committee.

The initial term of the agreement shall be for a period of five years. Two additional five-year renewals at the City's option shall also be authorized by this ordinance.

#### **ISSUE:**

The City of San Antonio Solid Waste Management Department sought proposals from respondent(s) to provide bulk transportation and beneficial reuse of mulch from the City of San Antonio Solid Waste Management Department. Mulch inventory locations are the Bitters Brush Recycling Center located at 1800 Bitters Road and the Nelson Gardens Brush Recycling Center located at 8963 Nelson Road. TLM shall provide all equipment to transport mulch from the inventory location and accept delivery of mulch at their facility for beneficial reuse. The City shall produce and guarantee a minimum of 40,000 tons of mulch annually between both facilities for this contract. TLM shall utilize the mulch as a beneficial reuse which may include composting at their facility.

There are no costs to the City associated with this service.

The SBEDA Ordinance requirements were waived due to the lack of qualified SMWBEs available to provide the specified goods and services. In accordance with the Local Preference Program, the recommended respondent received 5 points for having a local office in the incorporated San Antonio city limits for the requisite time period, and with the requisite number of employees.

#### **ALTERNATIVES:**

Should this contract not be approved, the Solid Waste Management Department would continue to haul mulch to beneficial reuse sites through its direct forces and through informal agreements.

#### **FISCAL IMPACT:**

The City will incur no costs as a result of this agreement. The City will collect revenues in an estimated amount of \$55,000.00 annually. These funds would be deposited in the Solid Waste Operating and Maintenance Fund.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance selecting Texas Landfill Management, LLC and awarding a contract for Mulch Transport and Reuse services for an initial term of five years with two five year renewal options.