



City of San Antonio

Agenda Memorandum

File Number: 14-1591

Agenda Item Number: 5.

Agenda Date: 8/21/2014

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Recycling Cart Stickers

SUMMARY:

This ordinance will provide the Solid Waste Management Department (SWMD) a contract to provide Recycling Cart Stickers for placement on the resident's blue recycling carts from Trinity Graphic & Packaging Solutions, LLC, in the amount of \$73,500.00. The stickers will include new recycling information, informing residents of additional items now accepted by the City's newly contracted recycling processor, River Recycling, LLC d/b/a ReCommunity. Funding is available from the SWMD Operating fund.

BACKGROUND INFORMATION:

The City of San Antonio SWMD utilizes the 48 and 96-gallon carts for the automated garbage, organics and recycling collections. The blue carts currently in use by residents for recycling collection are imprinted with a hot stamp indicating the various types of materials that can be collected in the cart. In 2013, SWMD contracted with a new recycling processor, River Recycling, LLC d/b/a ReCommunity, to process the recycled materials collected from the weekly residential blue cart collection. As a part of River Recycling's contract, single use plastic bags will now be accepted in the City's blue cart recycling program. In order to provide information regarding the acceptance of additional items, SWMD will order the 4.5" x 20" white vinyl permanent adhesive weatherproof stickers and attach them to the recycling carts. The stickers also provide details on how the items should be properly recycled.

The City issued a Formal Invitation for Bid for Recycling Cart Stickers (RFx 6100004245) on May 29, 2014 with a submission deadline of June 13, 2014. Ten bids were received with the low responsive bid submitted by Trinity Graphic & Packaging Solutions, LLC in the amount of \$73,500.00.

ISSUE:

The SWMD is requesting City Council approval of this contract for providing recycling cart stickers. This procurement is needed to inform residents of the new items that will be accepted in the City's recycling program. This is one of the tools that is utilized to help inform residents about the changes and the addition of the newly acceptable items.

This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

In accordance with the Local Preference Program, no local preference was applied, since the local bidder is not within 3% of the recommended lowest non-local bidder.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, the SWMD would be required to seek alternate means by which to provide revised information to the San Antonio residents regarding the new items being accepted in the blue recycling cart program.

FISCAL IMPACT:

Funds for the one time purchase are available in the FY 2014 SWMD Operating Fund.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the purchase of recycling cart stickers from Trinity Graphic & Packaging Solutions, LLC in the amount of \$73,500.00 for 350,000 recycling cart stickers.

This contract was procured on the basis of low bid and a Contracts Disclosure Form is not required.