

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a Contract with Sanipac for Solid Waste and Recycling Services.

Board Meeting Date: 1/8/2019

Project Name/Contract #: Solid Waste & Recycling Services / RFP # 061-2018

Primary Contact: Rod Price Ext. 7122

### **Contract Amount:**

Original Contract Amount: \$165,000 over 5 years (estimate)

Additional \$ Previously Approved: \$0.00

Invoices over last approval: \$0.00

Percentage over last approval: 0.0%

Amount this Request: \$165,000

**Resulting Cumulative Total:** \$165,000 over 5 years (estimate)

### **Contracting Method:**

Method of Solicitation: Formal Request for Proposals

If applicable, basis for exemption: N/A

Term of Agreement: **5 Years**

Option to Renew? Yes

Approval for purchases "as needed" for the life of the Contract Yes  No

Proposals/Bids Received (Range):

Selection Basis: Highest scoring, responsive and responsible proposal

Narrative:

### Operational Requirement and Alignment with Strategic Plan

EWEB is committed to a waste minimization/materials management approach to manage our waste generation, which leads to good financial responsibility. Sanipac is capable of meeting EWEB's efficiency needs.

### Contracted Goods or Services

This contract requires solid waste collection and recycling services, with an emphasis on garbage reduction. Sanipac hauls separated waste, co-mingled recycling, glass, and food waste from Headquarters and ROC on a weekly basis, and on-call as needed. The cost of these services has averaged \$33,000 per year over the last five years. The actual total dollar amount for the next five years is unknown and the total may be more or less than the estimated \$165,000. The new contract will be for five years.

### Prior Contract Activities

From 2000 to 2013, EWEB has directly awarded contracts to Sanipac for solid waste collection and recycling services under EWEB's Exemption from Bidding Contracts for Price Regulated Items. The Board has approved these contracts with Sanipac in 2003, 2008, and 2013. In 2013, EWEB issued an RFP to seek proposals from hauling contractors to help EWEB implement a new waste minimization approach. Sanipac was selected as the highest ranked proposer. Sanipac has proven to be a collaborative partner since 2000, providing good service, while maintaining reasonable costs that are regulated by the City of Eugene.

### Purchasing Process

Staff issued and advertised a Formal RFP in November, 2018. EWEB received one proposal from Sanipac.

### Bidder/Proposer Information

Sanipac Inc.

### Bidder/Proposer Location

Eugene, OR

Competitive Fair Price (If less than 3 responses received)

Waste collection rates are established and regulated by the City of Eugene (COE) and costs must be within the minimum/maximum range as outlined in the current COE Solid Waste Collection Rate Schedule (waste haulers are allowed to charge up to 10% more than the minimum regulated rate). Sanipac offers the lowest regulated rate, and does not charge in excess of the minimum allowed. Also, Sanipac does not charge EWEB for recycling services and other waste reduction services.

**ACTION REQUESTED:**

Management requests the Board approve a contract with Sanipac for Solid Waste and Recycling Services. Funds for these services were budgeted in the Building Operations, Physical Security and Fleet Services Operations and Maintenance budget for 2019, the budget for 2019 is \$ 6.9 Million.