

**LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

BLUE SHEET NO: 20050252

1. REQUESTED MOTION:

ACTION REQUESTED: Authorize the Solid Waste Division to add seven (7) Equipment Operator or Equip. Operator, Sr. positions primarily for the purpose of transporting solid waste from the Lee & Hendry Transfer Stations to the Lee-Hendry landfill. Also add one scale attendant position due to the increased traffic at the recycle/disposal facilities. Approve transfer of reserves in the amount of \$154,600.00.

WHY ACTION IS NECESSARY: Board approval is required for new positions. Self-haul of solid waste is projected to save \$300,000 per year in operating expenses.

WHAT ACTION ACCOMPLISHES: Provides the Solid Waste Division with the necessary personnel resources to effectively transport solid waste to the Lee-Hendry landfill.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #: CW

C8A

3. MEETING DATE:

03-15-2005

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:

- (Specify)*
- STATUTE
 - ORDINANCE
 - ADMIN. CODE 3-6
 - OTHER -

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER:
- B. DEPARTMENT: Lee County-Public Works
- C. DIVISION/SECTION: Solid Waste Division
- BY: Lindsey Sampson, Solid Waste Director
- DATE: _____

Lindsey Sampson 2/16/05

BACKGROUND: The Solid Waste Division currently contracts for the transport of solid waste from the Lee & Hendry transfer stations to the Lee Hendry landfill. Evaluation of the services provided by the current contract provider is below expectations and it has been determined that the Division can perform reliable and safe service internally with an operating cost savings of approximately \$300,000 annually.

Approximately 135,000 tons of solid waste are loaded and transported annually on a 6 day a week basis. The Solid Waste Division has ordered the necessary equipment to perform this task and projects a start-up in June 2005 (see attached Memo Dated 1/10/05 & BS's from 2/15 & 2/22/05).

The Division currently uses 2.2 scale attendants to cover 61 hours of operation, 5.5 days/week. The Attendants service approximately 450 vehicles in 11 hours. The addition one attendant will provide consistent coverage in the scale facility with 2 persons during periods of each day when peak traffic occurs.

Continued on Page 2 of 2

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

A DEPARTMENT DIRECTOR	B PURCH. OR CONTRACTS	C HUMAN RESOURCES	D OTHER	E COUNTY ATTORNEY	F BUDGET SERVICES				G COUNTY MANAGER
					OA	OM	Risk	GC	
<i>[Signature]</i> 2/15/05	<i>[Signature]</i>	<i>[Signature]</i>		<i>[Signature]</i>	<i>[Signature]</i> 2/21/05	<i>[Signature]</i> 2/21/05	<i>[Signature]</i> 2/21/05	<i>[Signature]</i> 2/21/05	<i>[Signature]</i> 2/18/05

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: <i>2/21/05</i>
Time: <i>2:55</i>
Forwarded To: <i>[Signature]</i>

RECEIVED BY COUNTY ADMIN: <i>[Signature]</i>
COUNTY ADMIN FORWARDED TO: <i>[Signature]</i>
<i>2/25/05</i>

Upon transfer from reserves funds will be available in accounts:

OB 5340840100.501210	\$115,600.00
OB5340940100.501210.183	\$19,500.00
OB5340940100.501210.184	\$19,500.00

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Solid Waste System DATE: 02/23/05 BATCH NO. _____

FISCAL YEAR: FY 04/05 FUND #: 40100 DOC TYPE: YB LEDGER TYPE: BA

TO: Solid Waste Solid Waste Transfr Stations/Disposal
 (DIVISION NAME) (PROGRAM NAME)

NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
OB5340840100.501210	Salaries-Full-time Reg	\$ 115,600
OB5340940100.501210.183	Salaries-Full-time Reg	19,500
OB5340940100.501210.184	Salaries-Full-time Reg	19,500
TOTAL TO:		\$ 154,600

FROM: Non-Dept. Solid Waste Operating Reserves
 (DIVISION NAME) (PROGRAM NAME)

ACCOUNT NUMBER	OBJECT NAME	CREDIT
GC5890140100.509918	Reserve for Fund Balances	\$ 154,600
TOTAL FROM:		\$ 154,600

EXPLANATION: As per bluesheet #BS20050252 dated 3/8/05.

<p>DIVISION DIRECTOR SIGNATURE _____ DATE _____</p> <p>DBS: APPROVAL <input checked="" type="checkbox"/> DENIAL _____</p> <p>APPROVAL <input checked="" type="checkbox"/> DENIAL _____</p> <p>CO. ADMIN.: APPROVAL _____ DENIAL _____</p> <p>BCC APPROVAL DATE _____</p>	<p>DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____</p> <p><i>Pat Muller</i> 2/23/05</p> <p>OPERATIONS ANALYST SIGNATURE _____ DATE _____</p> <p><i>Joe Lange</i> 2/24/05</p> <p>BUDGET OPERATIONS MANAGER SIGNATUI _____ DATE _____</p> <p>CO. ADMIN. SIGNATURE _____ DATE _____</p> <p>BCC CHAIRMAN SIGNATURE _____</p>
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LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

BLUE SHEET NO: 20050175

1. REQUESTED MOTION:

ACTION REQUESTED: Approve award of formal quotation and issuance of a purchase order to purchase ten (10) tandem axle walking-floor trailer to the low quoter meeting all specification requirements in an amount not-to-exceed \$64,500.00 per trailer. Approve transfer from reserves in the amount of \$645,000.00.

WHY ACTION IS NECESSARY: To realize a cost savings and better reliability on work currently being contracted and purchases exceeding \$50,000 require Board approval.

WHAT ACTION ACCOMPLISHES: Provides trailers for the Solid Waste Division to haul solid waste from its three transfer stations. Calculated return on investment is approximately three years.

2. DEPARTMENTAL CATEGORY: SOLID WASTE
COMMISSION DISTRICT #: *C8a*

3. MEETING DATE: *2-22-05*

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:

- (Specify)
- STATUTE
 - ORDINANCE
 - ADMIN. CODE AC-1
 - OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER:
- B. DEPARTMENT: Lee County Public Works
- C. DIVISION/SECTION: Solid Waste Division
- BY: Lindsey Sampson, Solid Waste Director
- DATE: 2/1/05

7. BACKGROUND:

The Solid Waste Division has reviewed the advantages and disadvantages for providing self-service transport of solid waste from its three transfer stations. In addition to providing more reliable service, the Division has determined that a cost savings of approximately \$300,000.00 per year can be expected. Please see attached memo dated 1-10-05.

The Division has requested that Fleet Management and the Purchasing Division secure formal firm price quotes for the specified trailers. It is expected that these quotes will be received during the month of February. The Solid Waste Division is requesting Board approval to purchase these trailer for a not-to-exceed amount from the lowest priced vendor that meets all purchasing and specification requirements. Approval in this fashion will expedite the issuance of the purchase order.

Upon transfer, fund will be available in:
OB 53409 40100. 50XXX.183 - \$129,000.00
OB 53409 40100. 50XXX.184 - \$129,000.00
OB 53408 40100. 50XXX - \$387,000.00

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

A DEPARTMENT DIRECTOR	B PURCH. OR CONTRACTS	C HUMAN RESOURCES	D OTHER	E COUNTY ATTORNEY	F BUDGET SERVICES				G COUNTY MANAGER
					OA	OM	Risk	CC	
<i>[Signature]</i> 2.8.05	<i>[Signature]</i> 2-8-05	<i>[Signature]</i> 1/2/05		<i>[Signature]</i>	<i>[Signature]</i> 2/8/05	<i>[Signature]</i> 2/8/05	<i>[Signature]</i> 2/8/05	<i>[Signature]</i> 2/8/05	<i>[Signature]</i> 2-8-05

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: _____
Time: _____
FORWARDED TO: _____

RECEIVED BY
COUNTY ADMIN: *[Signature]*
2/8/05
1:20 PM
COUNTY ADMIN
FORWARDED TO: *[Signature]*
2/8/05
4:03 PM

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20050143

1. REQUESTED MOTION:

ACTION REQUESTED: Approve the award of Project # PB050221, the purchase of seven new International trucks for Solid Waste, from Mauldin International Trucks, at the Florida Sheriffs Association Bid Award base price of \$57,621 each – plus contract and non-contract options not-to-exceed \$11,428 each – for a total NTE price each of \$69,049. Grand total: \$483,343. (Please note: Solid Waste will bring a blue sheet for Board approval at a later date for personnel requirements.) Also approve transfer of reserves in the amount of \$483,343.

WHY ACTION IS NECESSARY: Purchases exceeding \$50,000 require Board approval.

WHAT ACTION ACCOMPLISHES: Provides the Solid Waste Division with the ability to transport solid waste from its three transfer stations.

**2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #**

C8B

3. MEETING DATE:

02-15-2005

4. AGENDA:

- CONSENT
- ADMINISTRATIVE APPEALS
- PUBLIC WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:
(Specify)**

- STATUTE
- ORDINANCE
- ADMIN. CODE AC-4-1
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER _____
- B. DEPARTMENT _____
- C. DIVISION Solid Waste

BY: Lindsey Sampson, P.E., Director

Lindsey Sampson

BACKGROUND: On February 1, 2005, the Division of Purchasing received a request from Solid Waste and Fleet Management to purchase seven new International Trucks at the prices listed in the Florida Sheriffs Association Bid No. 04-12-0823.

Upon transfer from reserves, funds will be available in Account Numbers:

- OB5340940100.506430.183 (\$69,049)
- OB5340940100.506430.184 (\$69,049)
- OB5340840100.506430 (\$345,245)

Please see attachments:

- (1) Department Request for Purchase
- (2) Florida Sheriffs Association Bid No. 04-12-0823/Mauldin International's Quote

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>[Signature]</i>	<i>[Signature]</i> 2-2-05			<i>[Signature]</i> 2/3/05	OA 2/3/05	OM 2/3/05	Risk 2/3/05	GC 2/3/05	<i>[Signature]</i> 2-2-05

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *2/3/05*
Time: *9:25*
Forwarded To: *[Signature]*
2/3/05

RECEIVED BY
COUNTY ADMIN:
2/3/05
11:30 AM
COUNTY ADMIN
FORWARDED TO: *[Signature]*
2/3/05
4PM

PH

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Solid Waste System DATE: 02/03/05 BATCH NO. _____
 FISCAL YEAR: FY 04/05 FUND #: 40100 DOC TYPE: YB LEDGER TYPE: BA
 TO: Solid Waste Solid Waste Transfr Stations/Disposal
 (DIVISION NAME) (PROGRAM NAME)

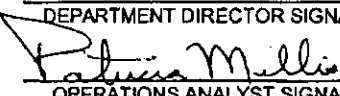
NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
OB5340940100.506430.183	Vehicles & Rolling Stock	\$ 69,049
OB5340940100.506430.184	Vehicles & Rolling Stock	69,049
OB5340840100.506430	Vehicles & Rolling Stock	345,245
TOTAL TO:		\$ 483,343

FROM: Non-Dept. Solid Waste Operating Reserves
 (DIVISION NAME) (PROGRAM NAME)

ACCOUNT NUMBER	OBJECT NAME	CREDIT
GC5890140100.509910	Reserve for Contingencies	\$ 483,343
TOTAL FROM:		\$ 483,343

EXPLANATION: As per bluesheet #BS20050143 dated 2/15/05.

DIVISION DIRECTOR SIGNATURE _____ DATE _____ DBS: APPROVAL <input checked="" type="checkbox"/> DENIAL _____ APPROVAL _____ DENIAL _____ CO. ADMIN.: APPROVAL _____ DENIAL _____ BCC APPROVAL DATE _____	DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____  <u>2/3/05</u> OPERATIONS ANALYST SIGNATURE _____ DATE _____ BUDGET OPERATIONS MANAGER SIGNATURE _____ DATE _____ CO. ADMIN. SIGNATURE _____ DATE _____ BCC CHAIRMAN SIGNATURE _____
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BA NO: _____ AUTH CODE: _____ TRANS DATE: _____
 REV. 05/93



Lee County
SOUTHWEST FLORIDA

ATTACHMENT #1

INTEROFFICE MEMORANDUM
FROM
SOLID WASTE DIVISION
Phone: (239) 338-3302 Fax: (239) 461-5871

Date: January 10, 2005

TO: Mr. Jim Lavender, Director
Public Works

From: Lindsey J. Sampson, P.E.
Director

SUBJECT: Transport of MSW to the Lee Hendry Landfill

The Solid Waste Division has been experiencing an increasing degree of unreliable service from its contracted MSW transfer hauling company. The Division has made inquiries as to the availability of other trucking companies to either supplement the transfer operation or replace the contracted company. Companies performing this type of work are somewhat limited because of the requirement for specialty (walking-floor or live-bottom) trailers. To date, we have been unsuccessful in finding any company that is willing to do either.

Consequently we began analyzing the costs, advantages and disadvantages of performing the work "in-house". Results of our analysis are:

- Advantages - Scheduling and reliability is internal and controlled. Sufficient CDL licensed operators are on hand in the SW Division to provide back-up for regular assigned drivers during sick leave, vacations, etc. Cost is favorable compared to contracting out.
- Disadvantages - Requires additional in-house personnel of approximately 7, Class A CDL licensed drivers. Will require revised management structure and dependable expeditious maintenance program.
- Costs - Projected operating costs are more economical than 'contracted costs'. The County has a significant cost advantage for fuel, insurance, and replacement parts. The following summarizes in-house and contracted operating costs. The analysis indicates a three-year payback (ROI) of the capital cost. The analysis is separated into the free transfer facilities but the overall transfer operation requires coordination between the facilities in order to maximize efficiencies.

	MSW Transferred Tons / Yr	Capital Cost	FY 05 Contracted Operating Cost	Projected SW Division Operating Cost
WTE *	84,250	571,000	581,503	336,350
Clewiston	22,150	247,250	211,680	144,236
LaBelle	25,000	247,250	167,470	124,526
Total	131,400	\$1,065,500	\$960,650	\$605,115

Operating Cost Difference \$ 355,000 / yr
ROI = \$1,065,500 / (\$960,000 - \$605,115)
= 3 Years

* Anticipates requirement for partial direct haul as per the RFP/Contract for SW Franchise haulers.

Detailed cost analysis for each facility is attached hereto.

The existing contract with CTI will expire in May, 2005. There is an optional 1 year term extension. The Division has requested, but has not received confirmation from the Contractor that it will continue the transfer service for an additional year at the same rates. We believe that it is unlikely given the recent significant increases for fuel, insurance, and maintenance parts.

Given the above review, it is apparent that in-house operation of the MSW transfer program will benefit the County on an economic basis. Further, the in-house operation will provide the Division with significantly more reliable service and will allow the Division to increase its operational efficiencies. The current situation with the contracted transfer company is problematic and will likely result in increased cost when the occasion arises that the Division must employ other companies to supplement or replace the contracted company due to breach or partial breach of contract. The Division recommends that the required equipment and personnel is obtained in order to bring the transfer operation to an in-house program.

MSW Hauling Analysis Clewiston TS

Actual	51	52	51	50	51	40	
# weeks	mon51	tue52	wed51	thu50	fri51	sat40	avg/6
Clew	178	268	236	180	231	96	198.17
Idle/y	3	5	5	4	5	2	4.00
lds/d	3232.70	5251.98	4284.28	3154.04	4431.68	1790.06	3,690.79
tns/y	18.16	19.60	18.15	17.52	19.18	18.65	18.54
tns/d							

MSW Tons/Yr	22,144.74	Mon	Tue	Wed	Thu	Fri	Sat	Total
	18.54	3,232.70	5,251.98	4,284.28	3,154.04	4,431.68	1,790.06	22,144.74
		174.33	283.23	231.04	170.09	238.99	96.53	1,194.22
		3.42	5.45	4.53	3.40	4.69	2.41	23.90
		0.95	1.51	1.26	0.94	1.30	1.21	66.76
		By day	Req. Trucks					
		Loads/Day	3.60					
		Hrs/Trip	2.50					
		Hrs/Day	2.50					

Miles
 120.00 Miles/Wk
 2,867.57
 23.90 Miles/Yr
 149,113.68

Capital
 1.50 Tractors 76,500.00 114,750.00 7.00 Years Use
 2.50 Walkingfloors 53,000.00 132,500.00 10.00 Years Use
 Total 247,250.00

Labor
 Drivers 1.50 9.00 5.00 13.00 60.00 7.50
 Hrs/Day (M-F) 9.00 5.00 13.00 60.00
 Hrs/Day (Sat) 7.50
 Wages 780.00 146.25
 Reg Hrs/Wk/Drvr 273.00 29.25
 OT Hrs/Wk 1,053.00 175.50 1,228.50
 Labor \$/Yr 63,882.00
 7,500.00
 11,250.00
 4,000.00
 2,400.00
 2,500.00
 3,000.00
 49,704.56

Maintenance
 Labor Cost / Wk 780.00
 Fringes / Wk 273.00
 Tot Lab / Wk 1,053.00
 3,000.00 Per Tr/Yr
 7,500.00 Per Trk/Yr
 8.00 Per Tr/Yr
 8.00 Tires/Trk/Yr
 1,000.00 Per Tr/Yr
 2,000.00 Per Truck
 2.00 Per Gal
 6.00 Mi / Gal

Tires
 Insurance & IGS, etc
 Fuel
 Tot Cost / Yr 144,236.56
 Tot Cost / Ton 6.51

Return on Truck Invest
 3.67 Years
 FY05 211,677.66 CTI Cst/Tn 9.56
 Save per Yr 67,441.10

Depreciation / Trk 16,392.86
 Depreciation / Tn 13,250.00

