

**AGENDA ITEM REPORT**

DATE: May 5, 2020
DEPARTMENT: Solid Waste
REQUESTER: Douglass Whitehead
TITLE: Award Contract for Electronic Waste Transportation, De-Manufacturing, and Recycling

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B200027CJV, Electronic Waste Transportation, De-Manufacturing, and Recycling to Secure Recycling LLC for the transportation, de-manufacturing, and recycling of electronic waste derived from the County's E-waste collection program, on an as-needed basis, for an initial term of three years, in the estimated amount of \$66,000.00 for the initial three years.
 B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
 C) Grant the County Manager or designee the authority to renew the contract, for up to three additional one year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

II. ITEM SUMMARY

Awards a contract to Secured Recycling LLC to provide transportation, de-manufacturing, and recycling of electronic waste collected by Lee County after a competitive bid process. This contract is for \$66,000 (\$22,000/year) over a three year period, with three possible mutual 1-year extensions. This contract lowers our unit rates, with a projected \$3000/year cost reduction. Lee County has recycled E-Waste since 2001 as part of our fully integrated solid waste management system.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B20027CJV, Electronic Waste Transportation, De-Manufacturing, and Recycling. On the bid deadline of January 21, 2020, Procurement Management received three submittals. After conducting an analysis of the bid submissions, Secured Recycling LLC was determined to be the responsible bidder with the lowest responsive bid.

Staff recommends awarding a contract to Secured Recycling LLC for use on an as-needed basis for an initial three-year period in the estimated amount of \$66,000.00 The contract can be renewed up to three additional one-year periods, upon the agreement of both parties. Total expenditures for these services provided in Fiscal Year 2019 were \$25,500.00, which is based on a higher rate than the awarding bid.

B) Policy Issues

Ordinance 07-03 Creating; Enforcing Federal & State Regulations for Generators and Transporters of Hazardous Waste.

C) BoCC Goals

Lee Plan GOAL 62. Solid Waste – To ensure the health, safety and general welfare of the citizens of Lee County by protecting the quality of the environment through the proper management and disposal of solid waste.

D) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$25,500
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: 40100 Program: Solid Waste Disposal - HCW Project: n/a Account Strings: OB5340840100.503490.241	
G)	Fund Type?	Enterprise
H)	Comments: Current year budget amount based on previous contract rate.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

Implementation will occur immediately upon the approval from the Board of County Commissioners.

VII. FOLLOW UP**ATTACHMENTS:**

Description	Upload Date	Type
Secure Recycling Contract	3/13/2020	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Solid Waste	Turner, Nicole	Approved	4/23/2020 - 9:58 AM
Solid Waste	Whitehead, Douglass	Approved	4/23/2020 - 10:47 AM
Budget Services	Guttery, Angela	Approved	4/23/2020 - 12:29 PM
Budget Services	Winton, Peter	Approved	4/23/2020 - 4:41 PM
County Attorney	Swindle, Amanda	Approved	4/24/2020 - 5:47 PM
County Manager	Salyer, Glen	Approved	4/28/2020 - 9:19 AM