



AGENDA MEMORANDUM

Future Item for the City Council Meeting of June 24, 2014

Action Item for the City Council Meeting of July 8, 2014

DATE: June 24, 2014

TO: Ronald L. Olson, City Manager

FROM: Christela Morales, Procurement Manager
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Service Agreement for Used Tire Disposal

CAPTION:

Motion approving a service agreement with Santa Anita Reclamation Project LLC, Linn, Texas for Used Tire Disposal in accordance with Bid Invitation No. BI-0138-14, based on only bid for an estimated annual expenditure of \$79,200.00, of which \$26,400.00 is required for the remainder of FY 2013-2014. The term of the contract will be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the Contractor and the City Manager or designee. Funds have been budgeted by the Maintenance Services and Solid Waste Departments in FY 2013-2014.

PURPOSE:

This service agreement will provide for the disposal of whole waste tires. The vendor is required to deliver empty trailers to the Service Center and JC Elliot and Cefe Valenzuela landfills, remove the loaded trailers and dispose of the tires in accordance with all applicable Federal, State and local regulations and requirements.

BACKGROUND AND FINDINGS:

All options to extend the previous contract have been exercised.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Solid Waste Operations, Maintenance Services

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$4,837,409.44	\$52,800.00	\$4,890,209.44
Encumbered / Expended Amount		\$2,398,015.98	\$0	\$2,398,015.98
This item		\$26,400.00	\$52,800.00	\$79,200.00
BALANCE		\$2,412,993.46	\$0	\$2,412,993.46

Fund(s): General, Maintenance Service

Comments: The \$26,400.00 financial impact shown above represents four (4) months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$52,800.00 for the last eight (8) months of the contract will be requested during the normal FY 2014-2015 budget approval process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement