



AGENDA MEMORANDUM

Future Item for the City Council Meeting of July 31, 2018
Action Item for the City Council Meeting of August 14, 2018

DATE: July 31, 2018

TO: Keith Selman, Interim City Manager

FROM: Lawrence Mikolajczyk., Director of Solid Waste Operations
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Service Agreement for Brush Grinding for Solid Waste Operations

CAPTION:

Motion authorizing a four-year service agreement with Austin Wood Recycling, of Cedar Park, Texas for brush grinding services for a total amount not to exceed \$345,000.00.

PURPOSE:

This service agreement will be utilized by the Solid Waste Department to properly dispose of brush collected throughout the City.

BACKGROUND AND FINDINGS:

The Contractor will provide brush grinding services and is responsible for furnishing all equipment, material and labor to satisfactorily dispose of the material. The type of brush to be grinded is a wide range of oak, palm trees, mesquite and vegetation that comes from city residents.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a new contract. The City received three responsive, responsible bids, and is recommending the award to the lowest, responsive, responsible bidder, Austin Wood Recycling of Cedar Park, Texas.

ALTERNATIVES:

No alternatives

OTHER CONSIDERATIONS:

None

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

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$286,577.57	\$330,625.00	\$617,202.57
Encumbered / Expended Amount	\$256,427.71	\$0.00	\$256,427.71
This item	\$14,375.00	\$330,625.00	\$345,000.00
BALANCE	\$15,774.86	\$0.00	\$15,774.86

Fund(s): Solid Waste Operations

Comments:

The initial contract term total is \$345,000.00 for 48 months, of which \$14,375.00 will be funded in FY2017-18.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Service Agreement