



## AGENDA MEMORANDUM

Action Item for the City Council Meeting March 21, 2023

**DATE:** March 21, 2023  
**TO:** Peter Zanoni, City Manager  
**FROM:** David Lehfeldt, Director of Solid Waste Services  
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### Household Hazardous Waste Disposal Service

#### **CAPTION:**

Motion authorizing a three-year service agreement, with two one-year option periods, with Green Planet, Inc., of Royse City, Texas, to provide household hazardous waste disposal services for Solid Waste Services in an amount not to exceed \$495,543.75, and potential amount of \$825,906.25 if options are exercised, with FY 2023 funding of \$82,590.63 from the General Fund.

#### **SUMMARY:**

This service agreement will be utilized by the Solid Waste Department to categorize, package, manifest, transport, and properly dispose of waste collected through the Household Hazardous Waste Program.

#### **BACKGROUND AND FINDINGS:**

The Household Hazardous Waste Program was established in 1993. The program is a major collection effort where household hazardous materials are brought to the transfer station throughout the year and categorized, packaged, transported, and disposed of in accordance with all federal and state regulatory guidelines and reporting requirements. The contractor is responsible for furnishing all equipment, material, and labor to satisfactorily dispose of the material. Items disposed of include batteries, paints, aerosols, gas cylinders, pesticides, oils, light bulbs, and other hazardous materials.

**PROCUREMENT DETAIL:**

Contracts and Procurement conducted a competitive Request for Bid (RFB) process to obtain bids for a new long-term contract from qualified firms with experience in providing household hazardous waste disposal services. The City received one responsive, responsible bid. The recommendation is to award the agreement to the incumbent with a contract total value increase of approximately 0.90%.

Green Planet, Inc. is the incumbent and has provided and maintained a satisfactory level of service to the City since March 2018. Staff is confident in the Bidder’s work and is recommending them for award.

**ALTERNATIVES:**

Cancel the Household Hazardous Waste Program

**FISCAL IMPACT:**

The annual contract is \$165,181.25. A total of \$82,509.63 is estimated for FY2023.

**FUNDING DETAIL: for FY2023**

Fund:	1020	General Fund
Organization/Activity:	12504	JC Elliott Transfer Station
Department:	31	
Project # (CIP Only):		
Account:	530000	Professional Services
Amount:	\$82,590.63	

Fund:	4300	Storm Water Fund
Organization/Activity:	32004	SWO Street Cleaning
Department:	47	
Project # (CIP Only):		
Account:	530000	Professional Services
Amount:	\$0	

Stormwater contributes \$40,000 annually as part of its Texas Pollutant Discharge Elimination System permit.

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing a service agreement with Green Planet, Inc. as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement  
Bid Tabulation