

REPORT TO CITY COUNCIL

DATE: JUNE 28, 2006

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: NATHAN HAMBURGER, ASSISTANT TO THE CITY MANAGER

SUBJECT: APPROVAL OF AGREEMENT WITH SOLID WASTE SOLUTIONS INC., FOR ONGOING RECYCLING AND SOLID WASTE PROGRAM CONSULTING SERVICES

Staff is seeking City Council approval for the City to enter into a Professional Services Agreement with Solid Waste Solutions, Inc., (SWS), for consulting services to administer and implement the City's various ongoing recycling and solid waste programs. Staff is requesting that the City Council approve a one-year contract with SWS, Inc., with an optional extension of two years available based on the performance that will be reviewed by the City Manager's Office. The contract will provide for work to be performed on a time and materials basis, for a not-to-exceed fee of \$55,000. This amount has been budgeted by the City Manager's Department for fiscal year 2006-07, and is to be allocated from the solid waste management fund.

SWS, Inc., has successfully provided the same services to the City during the past three years. Many of the recycling and solid waste programs are mandated by State law, and SWS, Inc., ensures the City's compliance with all necessary regulations. Some of the tasks that SWS, Inc., has provided in past years, and will provide as part of this current Agreement include the following:

- Franchise and permitted hauler annual disposal and diversion report preparation
- Tracking of waste disposal attributed to the City at landfills
- Household hazardous waste collection reporting
- Response to illegal dumping
- Assisting contractors in complying with the Construction and Demolition Debris Recycling program
- Preparation of notices and advertising for special recycling and waste drop off events.

In addition, this year, SWS, Inc., will be expanding the commercial recycling program, including coordinating with waste haulers to ensure active participation and preparing a commercial recycling survey.

Staff finds SWS, Inc.'s, knowledge, responsiveness to City staff, and overall quality of work to be excellent, and recommends that the Council approve the one-year contract.

The proposed agreement has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends the City Council approve the attached Professional Services Agreement with SWS, Inc., in the not-to-exceed amount of \$55,000.

Attachment: Agreement with Exhibits A-B