



Legislation Text

File #: 18-0814, **Version:** 1

Community Development Services, Environmental Management Department, recommending the Board approve the following:

- 1) Award Request for Proposal 18-961-044 for the provision of household hazardous waste collection, transportation, processing, disposal, and associated services to the successful proposer, Clean Harbors Environmental Services, Inc. of West Sacramento, CA;
- 2) Authorize the Community Development Services, Environmental Management Department, to negotiate an Agreement for Services with a term of three years and a not to exceed amount of \$300,000; and
- 3) Authorize the Purchasing Agent to execute said Agreement, contingent upon Counsel and Risk Management review, including minor revisions as required.

FUNDING: Non-General Fund/County Service Area 10 Parcel Assessment Fees.

DEPARTMENT RECOMMENDATION

Community Development Services, Environmental Management Department (Environmental Management), recommending the Board approve the following:

- 1) Award Request for Proposal (RFP) 18-961-044 for the provision of household hazardous waste (HHW) collection, transportation, processing, disposal, and associated services to the successful proposer, Clean Harbors Environmental Services, Inc. (Clean Harbors) of West Sacramento, CA;
- 2) Authorize the Community Development Services, Environmental Management Department, to negotiate an Agreement for Services (Agreement) with a term of three years and a not to exceed amount of \$300,000; and
- 3) Authorize the Purchasing Agent to execute said Agreement, contingent upon Counsel and Risk Management review, including minor revisions as required.

Make findings that it is more feasible and economical to engage an outside contractor for the provision of HHW collection, transportation, processing, disposal, and associated services in accordance with Ordinance 3.13.040.

The majority of work to be performed under this Agreement is not included in bargaining unit classifications. The County does not have the required licenses and certifications to handle, nor the vehicles certified to transport, the volume of hazardous materials necessitated by this Agreement. Additionally, the County's Union Mine Disposal Site is no longer licensed or regulated for County use as a HHW consolidation, packaging, and storage facility. Therefore, it is not feasible for County staff to perform these services.

DISCUSSION / BACKGROUND

In March 2018, at the request of Environmental Management, the Procurement and Contracts Division of the Chief Administrative Office (Procurement and Contracts) issued a RFP for the provision of HHW collection, transportation, processing, disposal, and associated services. The services include the provision of all equipment, materials, personnel, and services necessary to collect, transport, process, and dispose of HHW from various permanent and temporary collection

facilities throughout the County. The contractor shall also provide training covering the appropriate lab packing procedures, personal protective equipment, and transportation regulations for County staff assigned to the HHW program. All services shall comply with current California State Division of Industrial Safety Orders and requirements stipulated by Occupational Safety and Health Administration (OSHA), California State Department of Transportation, and any other applicable regulatory agency requirements.

Environmental Management evaluated the proposals and recommends that the Agreement be awarded to the successful proposer, Clean Harbors, in the amount of \$300,000.

There were two proposers for the services identified in this RFP. Each vendor was independently evaluated using a point based criteria that graded them on criteria including: proposal content and presentation; compliance with administrative requirements; experience, qualifications, and work plan; and total cost. The reviewing panel consisted of four staff members of Environmental Management familiar with the services requested. After reviewing the proposals, each reviewer had a point total for each proposer. The recommended proposer was chosen unanimously; each of the evaluators independently gave Clean Harbors the highest number of points.

ALTERNATIVES

The Board may choose to deny the award of this Agreement. This would result in Environmental Management being unable to provide HHW collection events to County residents. Environmental Management does not have the required staffing, licenses, permits, or transportation methods necessary to provide the services under this Agreement.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Procurement and Contracts conducted the RFP process on behalf of Environmental Management.

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There is no change to the Net County Cost associated with this Agreement. The Fiscal Year 2018/19 Recommended Budget includes sufficient funding for the services provided under this Agreement. Future proposed budgets will also include funding for these services.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Healthy Communities

CONTACT

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