

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Household Hazardous Waste Sorting and Disposal Services (Annual Contract)– RFP No. 23-0004
<b>INITIATED BY:</b>	Finance Department

It is requested that Council authorize the execution of a contract with MXI Environmental Services, LLC (Abingdon, VA) to provide household hazardous waste sorting and disposal services for up to two (2) half-day events per year. The Public Works Department budgets \$40,000 annually for these services.

The vendor will provide the following:

- All packaging containers, trucks and trailers needed to remove the household hazardous waste from the event site.
- Set up at least one (1) hour prior to event, and remain on site throughout event.
- Personnel to receive and identify waste, prepare waste for shipping and load waste onto vendor trucks.

The vendor will be paid a per pound fee to provide the services. The average cost per event for the past five-year contract period has been approximately \$38,025.59.

The term of this contract shall be for two years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

**Annual Contract History:**

The previous five-year contract was awarded, on September 26, 2017 (Resolution 322-17), to MXI Environmental Services, LLC (Abingdon, VA).

**RFP Advertisement and Receipt of Proposals:**

RFP specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry and DemandStar on August 4, 2022. This RFP has been advertised, opened, and evaluated. Two (2) proposals were received on September 2, 2022, from the following vendors:

**MXI Environmental Services (Abingdon, VA)**  
Clean Harbors Environmental Services (Tucker, GA)

The following events took place after receipt of proposals:

<b>RFP MEETINGS/EVENTS</b>		
<b>Description</b>	<b>Date</b>	<b>Agenda/Action</b>
Pre-Evaluation Meeting	10/04/22	The Purchasing Manager advised evaluation committee members of the RFP rules and process, and the using departments' representative provided an overview. Proposals were then forwarded to each committee member to review.
1 <sup>st</sup> Evaluation Meeting	10/19/22	The Evaluation Committee discussed each proposal and determined clarification was required from each firm.
Clarification Requested	11/03/22	Clarification was requested from each firm.
Clarification Received	11/09/22	Clarification responses were received and forwarded to the committee. The voting members confirmed they were ready to complete the evaluation forms.
Evaluation Forms Sent	11/15/22	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Returned	11/29/22	The last set of evaluation forms were returned to the Purchasing Division and the evaluation results were forwarded to the committee.
Evaluation Results	12/12/22	The voters unanimously recommended award to the highest ranked vendor, MXI Environmental Services, LLC.

**Evaluation Committee:**

The proposals were reviewed by members of the Evaluation Committee, which consisted of two voting members from Public Works and one voting member from Keep Columbus Beautiful.

An additional representative from Public Works served as an alternate voter.

An additional representative from Public Works served as a non-voting advisor.

**Award Recommendation:**

Based on the final evaluation ballots results, the Committee unanimously recommends award to the highest-ranked vendor, MXI Environmental Services, LLC (Abingdon, VA).

**Vendor Qualifications/Experience**

- MXI is a privately-owned company that has been in operation since 1961.
- Vendor operates a state-of-the-art Materials Recovery Facility (MRF) that safely processes thousands of tons of HHW generated materials each year.
- Vendor has managed over 4,700 Household Hazardous Waste events over the last twenty-one years.
- MXI has been under contract with Columbus Consolidated Government Since 2012.
- Three most recent entities for which similar work has been performed within the past five years:

- o Dekalb County Solid Waste (Decatur, GA) Household Hazardous Waste Collection Events. 2012 - Present
- o Cobb County Government (Marietta, GA) Household Hazardous Waste Collection Events. 2018 - Present
- o Gwinnett County Water Resources (Lawrenceville, GA) Household Hazardous Waste Collection Events. 2021 – Present

The City’s Procurement Ordinance, Article 3-110, (Competitive Sealed Proposals (Negotiations) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing expense: Integrated Waste Management Fund – Public Services – Solid Waste Collection – Contractual Services; 0207-260-3510-GARB-6319 and Integrated Waste Management Fund – Public Works – Recycling – Contractual Services; 0207-260-3520-RCYL-6319.

**A RESOLUTION**

**NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH MXI ENVIRONMENTAL SERVICES, LLC (ABINGDON, VA) TO PROVIDE HOUSEHOLD HAZARDOUS WASTE SORTING AND DISPOSAL SERVICES. THE PUBLIC WORKS DEPARTMENT BUDGETS \$40,000 ANNUALLY FOR THESE SERVICE.**

**WHEREAS**, an RFP was administered (RFP No. 23-0004) and two (2) proposals were received; and,

**WHEREAS**, the proposal submitted by MXI Environmental Services, LLC, was deemed most responsive to the RFP.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to execute a contract with MXI Environmental Services, LLC (Abingdon, VA) for Household Hazardous Waste Sorting and Disposal Services. The Public Works Department budgets \$40,000 annually for these services. Funds will be budgeted each fiscal year for this ongoing expense: Integrated Waste Management Fund – Public Services – Solid Waste Collection – Contractual Services; 0207-260-3510-GARB-6319 and Integrated Waste Management Fund – Public Works – Recycling – Contractual Services; 0207-260-3520-RCYL-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of members of said Council.

- Councilor Allen voting \_\_\_\_\_.
- Councilor Barnes voting \_\_\_\_\_.
- Councilor Cogle voting \_\_\_\_\_.
- Councilor Crabb voting \_\_\_\_\_.
- Councilor Davis voting \_\_\_\_\_.
- Councilor Garrett voting \_\_\_\_\_.
- Councilor House voting \_\_\_\_\_.
- Councilor Huff voting \_\_\_\_\_.
- Councilor Thomas voting \_\_\_\_\_.
- Councilor Tucker voting \_\_\_\_\_.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. "Skip" Henderson III, Mayor