

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Consulting Services for Recycling Facility – RFP No. 25-0009
<b>INITIATED BY:</b>	Finance Department

It is requested that Council authorize the execution of a contract with Resource Recycling Systems, Inc. (Ann Arbor, MI) for Consulting Services for Recycling Facility. Costs associated with this contract will be covered by Integrated Waste Fund reserves.

The vendor will provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City's Recycling Facility, to include the processing, sales, and marketing of the single stream recycling materials.

**RFP Advertisement and Receipt of Proposals:**

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar on August 20, 2024. A mandatory site visit/walk-thru was held on September 4, 2024; six (6) firms were represented. One proposal was received on the due date of September 20, 2024. The sole responding vendor was:

**Resource Recycling Systems, Inc. (Ann Arbor, MI)**

In accordance with Section 3-108, Item H of the Procurement Ordinance, the Purchasing Division performed due diligence by conducting a survey of non-responsive firms to determine if it was necessary to revise the specifications to encourage more competition. The following four (4) vendors were surveyed:

1. Amwaste – Vendor stated that consulting is not their main line of business and had concerns that entering into a consulting agreement would preclude their organization from being able to bid on other waste and recycling RFP's due to a conflict of interest.
2. SCS Engineers – Firm attended for informational purposes as they are an engineering firm, not a recycling vendor.
3. Space Creationz by Jess – Vendor was not clear on the goal or objective.
4. Federal Recycling – Vendor responded that they would provide a response. No further response was received.
5. Geosyntec – Vendor did not respond to survey.

This RFP has been advertised, opened, and evaluated.

The following events took place after receipt of the proposal.

<b>RFP MEETINGS/EVENTS</b>		
<b>Description</b>	<b>Date</b>	<b>Agenda/Action</b>
Proposal forwarded to Committee	10/28/24	The sole proposal was forwarded to the Evaluation Committee after the Purchasing Division received signed affidavits from all committee members.
Combined Pre/1 <sup>st</sup> Evaluation Meeting	10/31/24	The Purchasing Manager advised Evaluation Committee members of the RFP rules and process, and the Using department representative provided an overview.  The Committee reviewed the sole proposal and determined a response to the vendor's requested exceptions was necessary. Further, the Committee requested a Best and Final Offer from the vendor.
Response to Requested Exceptions / Best and Final Offer	11/08/24	A response to the requested exceptions was forwarded to the vendor, along with a request for a Best and Final Offer.
Response / Best and Final Offer Received	11/18/24	The response was received from the vendor and forwarded to the Committee. No further clarifications were requested. The Committee stated they were ready to evaluate the proposal.
Evaluation Ballots Sent	12/17/24	Evaluation ballots were forwarded to the voting committee members.
Evaluation Ballots Returned	01/03/25	The ballots were received from the Committee members. Their comments were tabulated.
Results Forwarded to Committee	01/14/25	A tabulation of evaluator comments was forwarded to the Committee.  The voting committee members unanimously recommended award to the sole vendor, Resource Recycling Systems, Inc.

**Evaluation Committee:**

The voting committee members consisted of two representatives from the Public Works Department and one representative from the Information Technology Department.

The voting members representing Public Works also served as Advisors.

**Award Recommendation:**

Based on the results of the evaluation ballots, the voting committee members unanimously recommended award to the sole vendor, Resource Recycling Services, Inc.

**Vendor Qualifications/Experience:**

- Resource Recycling Systems, Inc., has over thirty-eight (38) years of experience providing consulting services in recycling, organics management, and waste recovery.
- Their team has conducted over one hundred fifty (150) Materials Recovery Facility (MRF) procurements and more than thirty (30) design/build projects.

- Resource Recycling Systems, Inc., offers strategic planning services that guide stakeholders through the entire lifecycle of a facility, from initial design and procurement to ongoing operation and future expansion.
- Below are the last three clients for which the firm has provided same or similar services:

Lexington Lafayette Urban County Government

03/2018 – 06/2025

Contract Value: \$658,239.00

Since 2018, RRS has collaborated with the Lexington-Fayette Urban County Government (LFUCG) on multiple MRF projects. These include evaluating MRF equipment to address performance concerns, chokepoints, and quality issues, and providing recommendations for repairs, upgrades, and reconfigurations. RRS also assessed the baler feed conveyor belt, offering detailed specifications for potential repairs or modifications. Additionally, in 2019, RRS initiated long-term management services aimed at improving facility operations, extending equipment lifecycles, and strategically prioritizing capital improvements.

Resource Recovery and Recycling Authority of Southwest Oakland County 09/2016 – 06/2024

Contract Value: \$227,000.00

Since 2016, RRS has been reviewing the maintenance work conducted on processing equipment at the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC) MRF. This includes both current equipment and equipment to be transferred at the end of the operation contract. RRS reviews monthly maintenance reports, conducts quarterly on-site inspections to verify preventive maintenance and repairs, and monitors equipment conditions. Quarterly inspection reports are provided to track ongoing issues, with all information recorded in a database for RRRASOC's use.

Eco-Cycle

February 5, 2020

Contract Value: \$6,277.00

Provided on-demand consulting and engineering technical expertise as requested by Eco-Cycle.

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 available in the FY25 Budget: 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 RESOURCE RECYCLING SERVICES, INC. (ANN ARBOR, MI), TO PROVIDE CONSULTING SERVICES FOR RECYCLING FACILITY. COSTS WILL BE COVERED BY INTEGRATED WASTE FUND RESERVES.**

**WHEREAS**, the vendor will provide consulting services to perform a needs assessment/recommendation. The consultant will assist with the purchasing of equipment, technology and the writing of specifications for these and other management services pertaining to the efficient operations of the City’s Recycling Facility, to include the processing, sales, and marketing of the single stream recycling materials; and,

**WHEREAS**, the proposal submitted by Resource Recycling Services, Inc., met all proposal requirements and was evaluated responsive to the RFP; and,

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

That the City Manager and/or his designee is hereby authorized to execute a contract with Resource Recycling Services, Inc, (Ann Arbor, MI), to provide Consulting Services for Recycling Facility. Funds are available in the FY25 Budget: 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 \_\_\_\_\_, 2025 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen	voting _____
Councilor Chambers	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Hickey	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

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

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor