



CITY COMMISSION ORDINANCE/RESOLUTION

TITLE: Ordinance 23-30 (Administration)

DATE: December 12, 2023

DESCRIPTION: AN ORDINANCE OF THE CITY OF COOPER CITY, FLORIDA, APPROVING THE FRANCHISE AGREEMENT WITH COASTAL WASTE & RECYCLING OF FLORIDA, INC. (“COASTAL”) FOR RESIDENTIAL SOLID WASTE AND RECYCLING HAULING SERVICES, ATTACHED HERETO AS EXHIBIT “A” (THE “AGREEMENT”); GRANTING AN EXCLUSIVE FRANCHISE TO COASTAL PURSUANT TO THE TERMS AND CONDITIONS SET FORTH IN THE AGREEMENT; AUTHORIZING AND DIRECTING THE CITY MANAGER TO FINALIZE AND EXECUTE THE FRANCHISE AGREEMENT BETWEEN THE CITY AND COASTAL; AND PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR EFFECTIVE DATE.

CITY MANAGER RECOMMENDATION:

The City Manager recommends Commission approve the execution of a franchise agreement with Coastal Waste & Recycling, Inc. for the collection and hauling of commercial and residential municipal solid waste, residential bulk and recycling and Rolloff services with an effective date of April 1, 2024 and expiring March 31, 2031.

BACKGROUND OF ITEM:

Beginning January 23, 2001, Cooper City has had a collection services agreement with Waste Management Inc. of Florida providing for the collection and hauling of commercial and residential municipal solid waste (MSW), residential bulk and recycling, and Rolloff services. The seventh amendment to this agreement was executed August 24, 2023 and provided for a limited six-month extension of the services agreement. This agreement expires on March 31, 2024.

Request for Proposal (RFP) 2023-2-PW was issued September 29, 2023 to competitively bid these services with the changes/additions to the current service levels/contractual requirements including:

- a. City to assume responsibility for actual residential MSW and bulk disposal costs.
- b. Proposers asked to identify their fees for all services for years 1 through 7 of the initial contract term.
- c. Franchise fees (12%) to apply to all charges, including billed disposal.
- d. Customer service specifications including multi-lingual call center, web platforms and reporting tools.
- e. Administrative charges to apply to critical service measures.

- f. \$120,000 annual payment to support Solid Waste Coordinator position to be created.
- g. Increase in annual scholarship payment from \$5,000 to \$10,000 per year.
- h. Multi-family properties to be billed as single-family properties eliminating additional costs and invoicing to the City.
- i. Emergency debris services included for bulk (as needed).
- j. Extra services upon request for bulk customers.
- k. Exploration of bulk serviced at current levels, once monthly on Mondays, once every other month at 10cy per collection and once quarterly at 15cy per collection.

ANALYSIS:

The procurement process to competitively bid these services began September 29, 2023, with the issuance of RFP 2023-2-PW. The RFP closed October 23, 2023 receiving a total of four proposals from the following qualified vendors:

1. Coastal Waste & Recycling, Inc.
2. Eastern Waste Systems, Inc.
3. Waste Management Inc. of Florida
4. Waste Pro of Florida, Inc.

In accordance with the City's Procurement Code, an Evaluation Committee (EC) was established, comprised of five members with a mix of internal and external subject matter experts and stakeholders as follows:

1. Phillip R. Holste- Assistant Town Administrator, Town of Davie
2. Notosha Austin- Interim Director, Broward County Solid Waste & Recycling Services
3. Dawn DeLand- Senior Administrative Specialist, Cooper City- Public Works Department
4. Captain Christopher De Giovanni- BSO District Police Chief for Cooper City
5. Michael Nadeau- Senior Budget Analyst, Cooper City- Finance Department

The committee convened for a total of three meetings to thoroughly assess the proposals.

After initial evaluations on November 3, 2023, the EC short-listed the following three proposers:

1. Coastal Waste & Recycling, Inc.
2. Eastern Waste Systems, Inc.
3. Waste Management Inc. of Florida

These three vendors were invited to provide formal presentations and question-and-answer sessions on November 8, 2023, specifically addressing services related to MSW, Recycling, and Bulk Waste. Coastal Waste & Recycling and Waste Management were identified as the two finalists for MSW, recycling and Rolloff services. (Eastern Waste Systems, Inc. only submitted a proposal for bulk waste services). During this meeting, the EC determined that it was in the best interest of the City to request proposers submit their "Best and Final Offers" in accordance with Sec. 2-256(3)(g) of the City Code. These were received on Monday, November 13, 2023 by all proposers.

The EC reconvened on November 14, 2023 for a final meeting to assess the “Best and Final Offers,” conduct a final evaluation and ranking, and voted to recommend the separate award of a contract for bulk services to Eastern Waste Systems, Inc. and commercial and residential MSW, recycling and Rolloff services to Coastal Waste & Recycling, Inc.

The contract for bulk services is being recommended for Commission approval under a separate staff report (Ordinance 23-31).

STRATEGIC PLAN:

Strategic Plan #2 – serving the best interests of the health, safety and welfare of the citizens and residents of the City.

PROCUREMENT:

[Sec. 2-256 - Methods of Source Selection \(3\)Competitive sealed proposals \(Request for Proposals\).](#)

FISCAL IMPACT:

Solid waste charges are not budgeted. Rates charged to customers are a pass-through. [The amounts provided below are calculated from the commencement date of the agreement, April 1st, 2024, through September 30th, 2024.](#)

| <u>General Ledger Acct. Number</u> | <u>Budgeted Amount</u> | <u>Requested Amount</u> | <u>Remaining Amount</u> |
|---|------------------------|-------------------------|-------------------------|
| <u>601-000-202010-00</u> (Solid Waste) | | \$616,846.74 | |
| 601-000-202020-000 (Recycling) | | \$366,223.26 | |

ALTERNATIVES:

The City could explore the potential benefits of bundling all services under a singular contract with one vendor. Potential benefits include operational synergies, enhanced vendor accountability, one point of contact for customer service issues and requests and simplified administration.

ATTACHMENTS:

1. City of Cooper City Agreement - Coastal Waste & Recycling, Inc.
2. Exhibit A – Solicitation – RFP 2023-2-PW Solid Waste Removal Services
3. Exhibit B – Coastal Waste & Recycling, Inc. Submittal
4. Exhibit C – Coastal Waste & Recycling, Inc. Validation and Verification
5. Tabulation – RFP 2023-2PW
6. Vendor Compliance – Coastal Waste & Recycling, Inc.
7. Memo 2023-007 Chronology of Solid Waste Contract

Workflow History



| User | Task | Action | Date/Time |
|-----------------|--------------------------|---------------------------|----------------------|
| Allen, Tedra | NEW ITEM: Not Yet Routed | *COMPLETE: Forward to ... | 12/01/23 11:35 AM |
| Horowitz, Jacob | Assigned to Attorney | COMPLETE: Forward to ... | 12/07/23 09:41 AM |
| Eggleston, Ryan | Assigned to City Manager | COMPLETE: Forward to ... | 12/07/23 01:39 PM |
| Allen, Tedra | Assigned to City Clerk | APPROVE ITEM: End Wo... | 12/08/23 11:17 AM |
| Allen, Tedra | END WORKFLOW - APPROVED | | 12/08/23 11:53 AM |