



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE 5/16/2023

SUBMITTED BY: Skender Coma, Management Analyst

SUBJECT: EXECUTE AN AGREEMENT WITH THE TOP-RANKED FIRM FOR RFP NO. 23-001: SOLID WASTE AND RECYCLING COLLECTION SERVICES

SUMMARY:

On April 4th, 2023, Town staff presented the Selection Committee ranking for RFP No. 23-001: Solid Waste and Recycling Collection Services to the Town Commission and requested authorization to initiate negotiations with the top-ranked firm, Waste Management Inc. of Florida. The Town Commission approved the ranking and authorized staff to initiate negotiations.

On April 21st, 2023, Town Staff and representatives from Waste Management Inc. of Florida held the negotiations meeting. Waste Management Inc. of Florida affirmed that their submitted pricing was their best and final offer and were unwilling to alter their pricing model.

4/4/23 Staff Analysis:

On March 13th, 2023, the Support Services Department received and opened two (2) proposals in response to the RFP for Solid Waste and Recycling Collection Services, which the Support Services Department reviewed to ensure the proposals met the RFP's minimum requirements. Both proposals were deemed responsible and responsive and were forwarded to the Selection Committee for review.

On March 30th, 2023, the Selection Committee convened to submit their scoring based on the criteria established in the RFP. The Selection Committee members Craig Hartmann, Pat Roman, and Deidre McCarty reviewed, scored, and ranked the proposals as follows:

1. Waste Management Inc. of Florida
2. Waste Pro of Florida, Inc.

The Selection Committee was unanimous in their decision to recommend the final rankings and proceed with recommending the award of a Contract with the number one ranked firm, Waste Management Inc. of Florida.

FISCAL IMPACT:

See attached submitted pricing.

ATTACHMENTS:

Agreement for Solid Waste and Recycling Collection Services

Waste Management Inc. of Florida Proposal

Rate Structure

RECOMMENDATION:

Execute an agreement with the top-ranked firm, Waste Management Inc. of Florida, in accordance with the Request for Proposals (RFP) No. 23-001: Solid Waste and Recycling Collection Services.