



AGENDA REPORT SUMMARY

Meeting Date: June 27, 2023

Subject Approve and adopt a Resolution authorizing the City Manager to execute a Professional Services Agreement with R3 Consulting Group, Inc. for On-Call Solid Waste Support Services for FY 2023/2024

Prepared by: Tania Katbi, Sustainability Coordinator

Reviewed by: Aida Fairman, Environmental Services and Utilities Director

Approved by: Gabriel Engeland, City Manager

Attachment:

A. Resolution 2023-XX

Initiated by:

City Staff

Previous Council Consideration:

None

Fiscal Impact:

The On-Call Solid Waste Support Services Agreement with R3 Consulting will cost \$104,029 and is included as an expense in the approved FY 2023/2024 Solid Waste Budget. There are sufficient funds in the Solid Waste Fund to cover this contract.

- Breakdown of funds to be used:
 - o \$104,029 Solid Waste Fund (9410-5270)
- Amount already included in approved budget: Yes
- Amount above budget requested: \$0

Environmental Review:

Not applicable.

Summary:

- A proposal was submitted by R3 Consulting Group, Inc. for FY 2023/2024 to provide consulting services for planning and implementation assistance for Senate Bill (SB) 1383, review of the Mission Trail Waste System (MTWS)'s annual rate adjustment, contract

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JD



Subject: On-Call Solid Waste Support Services Contract for the City of Los Altos with R3 Consulting

management assistance, on-call support, and electronic annual report compilation and submittal.

- The proposed not-to-exceed contract of \$104,029 exceeds the \$100,000 limit, which requires authorization by Council.

Staff Recommendation:

Approve and adopt a resolution authorizing the City Manager to execute an agreement on behalf of the City with R3 Consulting Group in the not-to-exceed amount of \$104,029 for continued consulting services for FY 2023/2024 On-call Solid Waste Support Services for the City of Los Altos.



Subject: On-Call Solid Waste Support Services Contract for the City of Los Altos with R3 Consulting

Purpose

Authorize the City Manager to execute an agreement on behalf of the City with R3 Consulting Group in the not-to-exceed amount of \$104,029 to continue to provide consulting services for FY 2023/2024 On-call Solid Waste Support Services for the City of Los Altos.

Background

The City has continued to contract with R3 Consulting Group, Inc. for solid waste services for several years. R3 provides solid waste management services to municipalities including regulatory compliance, community outreach and education, diversion mandates and more. R3 will provide planning and implementation assistance for Senate Bill (SB) 1383, review of the Mission Trail Waste System (MTWS)'s annual rate adjustment, contract management assistance, on-call support, and electronic annual report compilation and submittal.

R3 has been supporting the City with various phases of SB 1383 implementation and will continue to do so as the City moves into the next phase. They will also continue to provide support with other solid waste requirements and reporting to ensure the City continues to stay in compliance with Federal and State laws.

Discussion/Analysis

The proposal submitted by R3 Consulting Group to continue providing services to the City through FY 2023/2024 includes the following scope of work:

- Planning and implementation assistance for Senate Bill (SB) 1383.
- Review of Mission Trail Waste System (MTWS)'s annual rate adjustment.
- Ongoing support for the implementation of the solid waste ordinance.
- SB 1383 Waiver Evaluation Site Visits.
- Contract management assistance.
- 2022 Electronic Annual Report compilation and submittal.
- Four quarterly meetings and as-needed on-call support.

The proposed project budget will cause the total contract value to be \$104,029, which exceeds the \$100,000 limit and therefore requires authorization by the City Council.

Recommendation

Approve and adopt a resolution authorizing the City Manager to execute an agreement on behalf of the City with R3 Consulting Group in the not-to-exceed amount of \$104,029 for continued consulting services for FY 2023/2024 On-call Solid Waste Support Services for the City of Los Altos.