



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/25/2021

REQUESTER: Chris Mattingly, Director of Utilities

PRESENTER: Michele Loudenback, Environmental and Sustainability Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT NO. TWO TO CONTRACT K-1920-33: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CLEAN EARTH OF ALABAMA, INC., INCREASING THE CONTRACT AMOUNT BY \$63,965 FOR A REVISED CONTRACT AMOUNT OF \$181,025.40 TO ADD A PAINT COLLECTION EVENT FOR THE CITIZENS OF NORMAN.

BACKGROUND: The City of Norman has been conducting an annual household hazardous waste collection event since 1999. The City Council appropriated \$106,000 in the Fiscal Year Ending (FYE) 2020 budget to provide the citizens of Norman an environmentally sound method for disposal of household-generated hazardous waste (HHW). Request for Proposal (RFP) 1920-14 was sent to four (4) firms on August 4, 2019. Two (2) firms submitted technical and cost proposals on August 14, 2019 in accordance with the RFP. The Review Committee, consisting of three (3) staff members, evaluated the firms based on their technical proposal and selected Clean Earth of Alabama, as the most qualified proposal.

On September 10, 2019, the Norman Utilities Authority (NUA) executed Contract K-1920-33 by and between Norman Utilities Authority and Clean Earth of Alabama, Inc., in the amount of \$102,000 to account for the projected costs of the Fall 2019 collection event based on past participation and the cost proposal submitted by Clean Earth.

On November 2, 2019, the original multi-pollutant collection event was successfully completed with approximately 1400 households participating. This participation rate was larger than originally anticipated and led to increased costs.

On January 28, 2020, the NUA approved Amendment No. 1 to Contract K-1920-33 by and between the NUA and Clean Earth Alabama, Inc., in the amount of \$15,060.40 for a total revised contract amount of \$117,060.40 for the increased costs associated with disposal, transportation and equipment rental costs related the larger-than-expected amount of waste collected at the event.

Contract K-1920-33 allowed for up to two collections events to be held with Clean Earth of Alabama, Inc.: fall of 2019, and fall of 2020. The 2020 event had to be postponed due to the pandemic. Concurrently with these events, the City decided to design, build and implement a

permanent household hazardous waste facility which opened on February 1, 2022. In order to serve the residents of Norman and to remove some pollutants from the public before the facility opens, it was decided that a single-pollutant paint collection event instead of a second multi-pollutant collection event, as originally envisioned, would be helpful.

DISCUSSION: This NUA action is to amend Contract K-1920-33 with Clean Earth Alabama, Inc., to cover costs for the second, single-pollutant collection event held on November 13, 2021. Over 500 households participated in the event. Disposal, transportation and equipment rental costs associated with this event totaled \$63,965.

If approved, funding for Amendment No. 2 to Contract K-1920-33 in the amount of \$63,965 is available in Account No. 32955343.44199, Other Business Services.

RECOMMENDATION: Staff recommends that the NUA approve Amendment Number 2 to the original contract and provide an additional \$63,965 to the Contractor for additional services provided, making the total Contract \$181,025.40.