



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 10/26/2021

**REQUESTER:** Nathan Madenwald, P.E., Utilities Engineer

**PRESENTER:** Nathan Madenwald, P.E., Utilities Engineer

**ITEM TITLE:** CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2122-23: FOR THE NORMAN MUNICIPAL AUTHORITY TO PURCHASE STORAGE CONTAINERS IN THE TOTAL AMOUNT OF \$133,516 FROM A & A SHEET METAL PRODUCTS, INC., AND BUDGET APPROPRIATION FROM THE SANITATION FUND BALANCE AS OUTLINED IN THE STAFF REPORT.

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**BACKGROUND:** The Norman Municipal Authority is in the final stages of construction for the new Household Hazardous Waste (HHW) facility at the Transfer Station. This new facility will provide a safe, year-round disposal option for our citizens that is environmentally friendly. The past operation has been an annual collection event where citizens could dispose of approved wastes that have been accumulated throughout the year. The new facility will not require citizens to store wastes throughout the year if not needed.

Contract K-1920-15 was awarded to Studio Architecture on July 9, 2019, for the design of the new HHW facility. Following the completion of the design, Bid 2021-15 was issued with bids opened on December 17, 2020. Contract K-2021-10 was awarded on January 12, 2021, to Landmark Construction who was the lowest responsive bidder in the amount of \$1,396,000 for the HHW facility (total contract was \$2,327,300, including construction of the separate Container Maintenance Facility).

**DISCUSSION:** The new HHW facility will contain areas for day-to-day storage but additional storage areas for the collected HHW is necessary for longer storage of materials to allow for efficient disposal. The HHW materials will be stored until a sufficient volume is ready for disposal resulting in less trips from the disposal company. The units were planned for in the layout of the facility but their procurement was delayed until the site was prepared and to not impact construction on the site.

The Invitation to Bid for Bid 2122-23 was published in the Norman Transcript on September 9 and September 16, 2021. Bids were opened on October 7, 2021, and three bids were received. The bids ranged from \$129,940.00 to \$143,525.52. Polystar, Inc. was the low bidder but their indicated delivery time for the units would be 20 – 22 weeks which was far in excess of the 10 – 12-week desired delivery time in the bidding documents. The next low bidder, A & A Sheet Metal Products, Inc. at \$133,516.00, could provide the units at 12 – 14 weeks. The highest bidder,

Safety Storage, Inc., at \$143,525.52 could provide the units at 10 – 12 weeks. Staff evaluated the bids and determined that A & A Sheet Metal Products, Inc. is the lowest responsive bidder since their bid provided the lowest cost alternative when considering both purchase cost and additional estimated disposal costs (estimated at \$750 minimum cost per trip weekly until the units were installed).

Funding for this purchase will be Sanitation Capital Projects, Construction (Account 33999975-46101; Project SA0012). The current available balance is \$32,390.83. An appropriation of \$150,000 is requested from the Sanitation Fund Balance, to be allocated to this account, to create an updated available fund balance of \$182,390.83. This will provide sufficient funds for this purchase and for the current HHW facility contractor to set and connect these units.

**RECOMMENDATION:** Staff recommends the Council/NMA award Bid 2122-23 to A & A Sheet Metal Products, Inc. in the amount of \$133,516. Staff further recommends the appropriation of \$150,000 from the Sanitation Fund Balance (33-29000) to the HHW Facility project.