



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1560) – Recycling Drop-Off Services

PRESENTATION DATE: August 16, 2022

PRESENTATION BY: Brandi Naugle, Buyer - Purchasing Department and David Mason – Deputy Director, Department of Solid Waste.

RECOMMENDED MOTION: Move to award the contract for Recycling Drop-Off Services under Option No. 1 for the hauling of single stream recyclables to the responsive, responsible bidder BFI /dba Republic Services of Hagerstown, MD for the total sum bid amount of \$116, 133.30 and to award under Option No. 2 for the processing of single stream recyclables to Apple Valley Waste of Kearneysville, WV., year one \$44,200, year two \$50,830 and year three \$55,910.40 for the total sum bid amount of \$150,940.40 and to award under Alternate No. 1, to BFI/dba Republic Services of Hagerstown, MD., year one \$41,600, year two \$43,680 and year three \$45,864, for the total sum bid amount of \$131,144.

REPORT-IN-BRIEF: On July 7, 2022 the County advertised to solicit pricing for these services and on August 3, 2022 accepted bids for Recycling Drop-Off Services. The Invitation to Bid was published in the local newspaper, listed on the State of Maryland's eMMA (*eMaryland Market Place Advantage*) website and on the County's website. Nine (9) persons/companies registered/downloaded the bid document on-line. Two (2) bids were received as indicated on the attached bid tabulation.

The contract is for a one (1) year period, commencing November 1, 2022, with an option by the County to renew for up to two (2) additional one (1) year period. The County shall only pay for trips as required; there is no annual guaranteed minimum or maximum number of trips.

The services consist of the vendor supplying recycling and cardboard containers and the removal, processing, and marketing of recyclables for the manned (Transfer Stations) recycling drop-off sites. If the Bidder wishes to renew the Contract, he/she shall submit a letter of intent to the Director of Purchasing at least ninety (90) calendar days prior to the expiration of each contract year. The County reserves the right to accept or reject any request for renewal.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the FY'23 proposed budget 515150-21-21200.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation.

AUDIO/VISUAL NEEDS: N/A