

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

April 6, 2009

CALL TO PODIUM:

Ollie Mumpower

RESPONSIBLE STAFF:

Ollie Mumpower

AGENDA ITEM:
(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:
Resolution of the Mayor and City Council Authorizing the City Manager to Award a Contract for the Residential Collection of Recyclables in the City of Gaithersburg Effective July 1, 2009 (\$580,000)

SUPPORTING BACKGROUND:
<p>Since our existing recycling contract will expire on June 30, 2009, an Invitation to Bid for a new recycling contract was prepared. This new contact will provide yard waste and single stream recycling collection, in either bins or wheeled containers, from single family houses and townhouses. The contract shall be effective for a one year period beginning July 1, 2009. The City reserves the right to extend the contract for five (5) additional one-year terms, through June 30, 2014.</p> <p>On February 25, 2009, the following five (5) bids were opened:</p> <ul style="list-style-type: none"> o Reliant LLC. \$3.25 household/month o Unity Disposal & Recycling, LLC. \$3.99 household/month o Americor Environmental Services Corp. \$4.16 household/month o Waste Management of Maryland, Inc. \$5.88 household/month o Allied Waste Services \$6.65 household/month <p>While Reliant LLC appeared to be the apparent low bidder a required bid guarantee was not included as part of their submittal, and as such, their bid was rejected.</p> <p>Therefore, it is recommended that the contract be awarded to the lowest responsive bidder, Unity Disposal & Recycling, LLC. This company is currently performing recycling work for both Howard and Montgomery counties. Both report a good working history with the contractor and that the contract price is comparable to current contracts in their areas.</p> <p>IN FY'09 our pass along charge for recycling to City residents was \$65.92 per household per year. Based on the new contract this charge will be reduced \$7.79 to \$58.13 per household per year.</p> <p>Although this contract will not begin until July 1st of this year, it is important to award this contract now so that the contractor has some lead time to prepare.</p> <p>It is therefore recommended that the City Manager be authorized to award the contract to the low bidder, Unity Disposal & Recycling, LLC. Funding for this contract will be provided in our FY' 10 operating budget.</p>

DESIRED OUTCOME:
Vote on Resolution

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING
TO EXPENDITURES FROM THE CITY BUDGET
(CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: Ollie Mumpower Date of City Council Meeting: April 6, 2009

AUTHORIZING

Purchase _____ Award Contract Transfer Funds _____ Negotiate / Execute a Contract _____

RFP / IFB INFORMATION:

Advertisement Date February 4, 2009

Newspaper(s) Gaithersburg Gazette

Bids Received (date) February 25, 2009

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

Residential Collection of Recyclables for FY'10

CONTRACTED/PURCHASE FROM:

Company Name: Unity Disposal & Recycling, LLC

Street Address: 14862 Old Gunpowder Road

P. O. Box Number: _____

City/State/Zip: Laurel, Maryland 20707

CONTRACT/PURCHASE AMOUNT: \$580,000

Check One: In the Estimated Amount of Not to Exceed _____

FUNDS TO BE EXPENDED FROM: Operating Budget Capital Improvements Budget _____

Account Number: 1345-567000

(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS Available _____ Not available _____

Finance Dept. Date

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO AWARD A CONTRACT
FOR THE RESIDENTIAL COLLECTION OF RECYCLABLES IN THE CITY OF
GAITHERSBURG EFFECTIVE JULY 1, 2009

WHEREAS, an invitation to bid for the Residential Collection of Recyclables in the City of Gaithersburg was duly advertised in the February 4, 2009, issue of the Gaithersburg Gazette, and sealed bids were opened and tabulated on February 25, 2009; and

WHEREAS, the Mayor and Council have determined to award a contract for said work to the lowest bidder meeting City specifications:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Gaithersburg, that the City Manager be and is hereby authorized to award a contract for the Residential Collection of Recyclables in the City of Gaithersburg in accordance with the bid documents to Unity Disposal & Recycling, LLC., 14862 Old Gunpowder Road, Laurel, Maryland 20707, in the amount of Five Hundred Eighty Thousand Dollars (\$580,000); said funds to be expended from the Operating Budget.

ADOPTED by the Mayor and City Council this 6th day of April, 2009.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the 6th day
of April, 2009.

Angel L. Jones, City Manager