

Consent Agenda

Agenda Item #	5A
Meeting Date	October 28, 2013
Prepared By	Daryl Braithwaite Public Works Director
Approved By	Brian T. Kenner, City Manager

Discussion Item	Single Reading Ordinance Awarding a Contract to The Compost Crew
Background	<p>In February, the City started two pilot collection programs for food waste. One program of 300 households is collected by City crews. Registration, education and collection containers for that program were provided by the Compost Crew. The second program includes 65 households and receives all services (except containers, which were provided by the City) from a contractor, growingSOUL</p> <p>Both programs were well received by participants. 70% of the registrants set out food waste containers each week and the average weight collected per set out was over 12 pounds. The City received survey responses from about 30% of the participants and the satisfaction with the program was rated high. 95% of the respondents reported a reduction in their weekly trash due to the program and 90% wanted to continue with the program after the pilot.</p> <p>Due to the success of the first pilot program and the interest by others in the community to participate, the City has been evaluating how to expand the pilot to additional homes. An RFP was advertised and two responses were received. The low bidder offered a price of \$45,065.31, or \$2.65 per home per week, for collection of 500 additional homes. The fee includes promotion, registration, collection containers, compostable liners, and weekly collection for 34 weeks. The higher bidder offered a price of \$6.25 per home per week, which did not include providing collection containers.</p> <p>The Department recommends award of a contract to The Compost Crew for collection of 500 homes, which will include participants in the 65 household pilot program. The City will continue the existing 300 household program currently collected by City crews. Together these two programs will provide the service to 800 homes. The percentage of households that agree to participate has averaged 30%. In order to reach a participation rate of 800 homes, we anticipate offering the program to 2,810 homes. The City currently provides waste collection to 3,300 homes. Through these two programs, the service will be offered to almost all single family homes in the City.</p>
Policy	<p><u>City Code Section 7.04.060</u></p> <p>“The City Council shall, by ordinance duly enacted, approve all expenditures of \$5,000.00 or more for professional services and all expenditures of \$10,000.00 or more for any other single purchase of goods or services other than professional services, provided, however, that ordinances approving such expenditures may be enacted upon a single reading...if such expenditure is specifically authorized in the budget...”</p>

Fiscal Impact	The cost of 34 weeks of the 500 household collection contract will be \$45,063.51
Attachments	Single Reading Ordinance Awarding a Contract to The Compost Crew
Recommendation	Approve Ordinance
Special Consideration	

Introduced by:

Adopted:
Single Reading

CITY OF TAKOMA PARK, MARYLAND

**ORDINANCE NO. 2013 -
AUTHORIZING A CONTRACT
FOR COLLECTION OF FOOD WASTE FOR 500 HOMES**

WHEREAS, in accordance with City procurement procedures, the Public Works Department solicited price proposals for collection of food waste from 500 homes; and

WHEREAS, two firms submitted bids for the project; and

WHEREAS, The Compost Crew submitted the lowest bid; and

WHEREAS, the Public Works Director has determined that the lowest bidder is both responsive and responsible; and

WHEREAS, sufficient funds are available to award a contract to the lowest bidder.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

Section 1. The City Manager or his designee is authorized to enter into a contract with The Compost Crew for collection of food waste from 500 homes for 34 weeks.

Section 2. This Ordinance shall become effective upon adoption.

ADOPTED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND,
THIS ___ DAY OF SEPTEMBER, 2013 BY ROLL-CALL VOTE AS FOLLOWS:

AYE:

NAY:

ABSENT:

ABSTAIN: