



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: OCTOBER 6, 2015**
FROM: PUBLIC WORKS DEPARTMENT **WARDS: ALL**
SUBJECT: REQUEST FOR PROPOSAL 1536 - SUPPLY OF SOLID WASTE AUTOMATED CARTS - PURCHASE ORDER AUTHORIZATION FOR \$517,860

ISSUES:

The issue for City Council consideration is the award of Request for Proposal 1536 for the supply of 10,000 automated refuse, green waste, and recycling carts in the amount of \$517,860 through June 30, 2016.

RECOMMENDATIONS:

That the City Council:

1. Award Request for Proposal 1536 – Supply of Solid Waste Automated Carts for the purchase of 10,000 carts at \$47.95 per cart plus California State Tax to Toter, Inc., of Statesville, North Carolina, in the total amount of \$517,860 through June 30, 2016;
2. Authorize the Purchasing Services Manager, or his designee, to issue purchase orders for up to three additional years for the same in the amount of \$517,860 year at the same per cart price; and
3. Authorize the Purchasing Services Manager to increase the annual purchase order quantity by up to 10%, if needed, to ensure the City's supply of carts is adequate to meet demand.

BACKGROUND:

The Public Works Department purchases approximately 10,000 automated solid waste, green waste, and recycling carts per year for new residences and to replace damaged, lost, or stolen carts for the City's 65,000 residential customers.

On August 13, 2015, a Request for Proposals (RFP) was issued for the supply of solid waste carts to meet the goals of reducing the purchasing price of automated carts, obtaining durable equipment which meets minimum City standards, and ensuring sufficient delivery performance by the vendor.

On August 31, 2015, two (2) proposals were received. The proposals were reviewed by the Public Works Department and Toter, Inc. was found to be the only responsive bidder with a proposal that meets the City's needs based on cost, delivery time, vendor qualification, and warranty. The

second bidder, Otto Environmental, submitted a blank disk with no documents for consideration. The table below reflects the critical factors reviewed:

Vendor	Toter Inc.	Otto Environmental
Price	\$47.95 plus tax	Incomplete Proposal
Price (unassembled)	\$47.95 plus tax	Incomplete Proposal
Delivery Qualification	28 days	Incomplete Proposal
Warranty	10 years	Incomplete Proposal

Additionally, Toter Inc. is the current provider of automated carts and the carts have proven to be a top quality product with no warranty issues.

The Purchasing Services Manager concurs with the recommendation.

FISCAL IMPACT:

The estimated fiscal impact of the purchase of carts in 2015-2016 is \$517,860 based on the purchase of 10,000 carts at \$47.95 per cart plus California State Tax. Sufficient funds are available in the Public Works Department Solid Waste budget account number 4130100-426800.

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Approved by: Al Zelinka, FAICP, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney