

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 08/13/24M&C FILE NUMBER: M&C 24-0665

LOG NAME: 22HAZARDOUS WASTE DISPOSAL RFP NO. 24-0119

SUBJECT

(ALL) Authorize the Execution of Non-Exclusive Service Agreements with Clean Earth Environmental Solutions, Inc., Tradebe Environmental Services, LLC and Heritage Environmental Services, LLC for Hazardous Waste Disposal Services in an Estimated Combined Amount Up to \$900,000.00 for the Initial Term with Four Additional One-Year Renewal Options for the Environmental Services Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of non-exclusive service agreements with Clean Earth Environmental Solutions, Inc., Tradebe Environmental Services, LLC, and Heritage Environmental Services, LLC for hazardous waste disposal services in an estimated combined amount up to \$900,000.00 for the initial term with four additional one-year renewal options for the Environmental Services Department.

DISCUSSION:

The Environmental Services Department issued a Request for Proposal (RFP) to procure an agreement for the packaging, transportation, recycling, and disposal of aggregated household hazardous waste commonly collected at the Environmental Collection Center and drop-off stations, as well as disposal of City-generated hazardous, non-hazardous, and special waste. The City of Fort Worth (City) will utilize this agreement to safely collect, transport, treat, and dispose of hazardous materials in compliance with regulations and minimize environmental risks.

In order to procure these services, the Environmental Services Department purchasing staff issued Request for Proposal (RFP) No. 24-0119. The RFP consisted of detailed specifications describing the project background, vendor requirements, and other requirements to perform the services. The RFP was advertised in the *Fort Worth Star-Telegram* on February 7, 2024, February 14, 2024, February 21, 2024, February 28, 2024, March 6, 2024, and March 13, 2024. The City received three responsive proposals.

An evaluation panel consisting of representatives from the Environmental Services, Diversity and Inclusion, and Information Technology Solutions evaluated and scored the responses using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Proposers	Evaluation Factors					
	A	B	C	D	Total Score	Rank
Clean Earth Environmental Solutions, Inc.	17.08	10.67	13	35	75.75	1
Tradebe Environmental Services, LLC	17.92	12	14.33	14.16	58.41	2
Heritage Environmental Services, LLC	16.25	13	12.33	9.252	50.84	3

Evaluation Criteria:

- A) Proposer's Qualifications and Experience
- B) Availability of Resources to Provide Services
- C) Proposer's Approach to Perform Services
- D) Cost

After evaluation, the panel concluded that Clean Earth Environmental Solutions, Inc., Tradebe Environmental Services, LLC and Heritage Environmental Services, LLC present the best value and the necessary coverage for the City. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' proposals each meet specifications.

FUNDING: The maximum combined annual amount allowed under the agreements will be \$900,000.00; however, the actual amount used will be based on the needs of the department and the available budget. Funding is budgeted in the General Operating & Maintenance categories in the

Solid Waste and Environmental Protection Funds for the Environmental Services Department.

BUSINESS EQUITY: Clean Earth Environmental Solutions, Inc. is in compliance with the City's Business Equity Ordinance by submission of the prime contractor waiver form. The City's Business Equity Goal on this project is 11%.

BUSINESS EQUITY: Tradebe Environmental Services LLC is in compliance with the City's Business Equity Ordinance by submission of the prime contractor waiver form. The City's Business Equity Goal on this project is 11%.

BUSINESS EQUITY: Heritage Environmental Services, LLC is in compliance with the City's Business Equity Ordinance. Heritage Environmental Services, LLC has agreed/committed to utilize 11% business equity sub-consultant participation for the scope of work, meeting the City's Ordinance. The City's Business Equity Goal on this project is 11%.

AGREEMENT TERMS: Upon City Council approval, these agreements will begin upon execution and expire one year from that date (initial term). Each agreement may be renewed for four additional, one-year terms. Renewal action does not require specific City Council approval, provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Solid Waste and Environmental Protection Funds. Prior to an expenditure being incurred, the Environmental Services Department has the responsibility to validate the availability of funds.

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