

Mayor and Council Communication

DATE: 05/12/26

M&C FILE NUMBER: M&C 26-0390

LOG NAME: 13P RFP 26-0104 GREASE TRAP CLEANING & WASTE REMOVAL JH CITY

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Agreements with Sand Trap Service Co., Inc. and EnviroServe Inc. for Grease Trap Cleaning and Waste Removal Services for an Amount Up to \$150,000.00 for the Initial One-Year Term and Authorize Four One-Year Renewal Options for the Same Annual Amount for the Public Events and Park and Recreation Departments

RECOMMENDATION:

It is recommended that the City Council authorize the execution of agreements with Sand Trap Service Co., Inc. and EnviroServe Inc. for grease trap cleaning and waste removal services for an amount up to \$150,000.00 for the initial one-year term and authorize four one-year renewal options for the same annual amount for the Public Events and Park and Recreation Departments.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize the execution of non-exclusive agreements with Sand Trap Service Co., Inc. and EnviroServe Inc. for grease trap cleaning and waste removal services. The City of Fort Worth (City) has several grease traps and septic/waste tanks ranging from 500 to 6,000 gallons; these traps and tanks require regularly spaced services to maintain proper functionality and prevent them from reaching capacity to protect the health and well-being of those using the facilities.

The Park and Recreation and Public Events Departments approached the Purchasing Division to secure an agreement for grease trap cleaning and waste removal services. To procure these services, Purchasing issued Request for Proposal (RFP) 26-0104, which outlined detailed requirements, including minimum cleaning requirements, environmental restrictions, documentation needs, and tank locations.

The RFP was advertised in the *Fort Worth Star-Telegram* on Wednesdays from February 25, 2026 through March 25, 2026. The City received six (6) responses.

An evaluation panel consisting of representatives of the Park and Recreation and Public Events Departments reviewed and scored the submittals using Best Value criteria.

The individual scores were averaged for each of the criteria and the final scores are listed in the table below:

Proposer	Evaluation Factors					Total	Rank
	A	B	C	D	E		
Sand Trap Service Co. Inc	0	19.17	12	8.667	20	59.83	1
Enviroserve, Inc.	0	18.33	12.5	8	13.45	52.29	2
America's Best Vacuum Service LLC	0	20	11.5	7.333	11.41	50.24	3
Liquid Environmental Solutions of Texas, LLC	0	14.17	11	6	10.31	41.47	4
Magna-flow Environmental	0	15.83	11	6.667	4.04	37.54	5
Harrington Environmental Services LLC	0	12.5	9	7	5.052	33.55	6

BEST VALUE CRITERIA:

- A. Small Business Utilization Goal (30 available points)
- B. Ability to meet service needs (25 available points)
- C. Ability to meet licensing, certification, and qualification requirements (15 available points)
- D. Experience with same or similar projects (10 available points)
- E. Cost of Services (20 available points)

After evaluation, the panel concluded that Sand Trap Service Co., Inc. and EnviroServe Inc. presented the best value to the City. Therefore, the panel recommends that Council authorize non-exclusive agreements with Sand Trap Service Co., Inc. and EnviroServe Inc. No guarantee was made that a specific amount of these services would be purchased. Staff certifies that the recommended vendor's proposal meets specifications.

FUNDING: Funding is budgeted in the Other Contractual Services account within the Culture & Tourism Fund for the Public Events Department and in the Municipal Golf Fund for the Park & Recreation Department.

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.

AGREEMENT TERMS: Upon City Council approval this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for up to four (4) additional one-year terms. This action does not require specific City Council approval provided the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

SMALL BUSINESS PROGRAM: In accordance with the City's Small Business Ordinance, the City has established a 30% Small Business goal for this solicitation/contract. No vendor met the criteria to achieve this goal. Therefore, the responses were evaluated based on the remaining best value criteria.

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Culture & Tourism Fund and the Municipal Golf Fund to support the approval of the above recommendation and award of the agreements. Prior to an expenditure being incurred, the Public Events and Park and Recreation Departments have the responsibility to validate the availability of funds.

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