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Committee: Board of Public Works	Date: 9/5/2024
Common Council Item Number: ID #24-10627	Date: 9/17/2024
Submitted By: Alex Damien, Director of Public Works	City Administrator Approval: Anthony W. Brown, City Administrator
Finance Department Review: Joseph P. Ciurro, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on contract for City buildings refuse and recycling services with Lakeshore Recycling Systems (LRS).	

Details:
 The City's current contract for dumpster pickup at City buildings is set to expire on March 31, 2025. In anticipation of the contract expiration, the City determined to enter a request-for-proposal (RFP) process to solicit contractors. The City released the RFP on August 6, 2024, with a deadline of August 16, 2024 for receipt of proposals. The City received proposals from 4 contractors. The City received clarification on bids from multiple of the proposals. An evaluation team determined LRS proposal as the top ranked and most advantageous to the City.

The drafted contract will commence April 1, 2025, and the initial term will end December 31, 2027. Two successive one-year extension options may be executed.

Options & Alternatives:
 The City's current contract is set to expire on March 31, 2025. The City must have a contract for ongoing refuse and recycling services at City buildings. It is not recommended to cease refuse services at City buildings. It is also not a feasible option to conduct these services in-house. The City must enter a contract to outsource such services.

The City received proposals from 4 contractors and determined the proposal from LRS to be the most advantageous. In the event the City and LRS cannot agree to the terms of the contract, the City will proceed to negotiate with the contractor with the second ranked proposal.

The City and LRS have worked in good faith to negotiate the terms of the draft contract working from the terms of the RFP and further considerations.

Financial Remarks:

The proposed contract includes City incurred costs of collections per haul. The various buildings have different size dumpsters and different frequencies of pickup.

The service is projected to cost \$10,741.46 in the first year and \$41,571.18 over the duration of the contract. This projection is variable depending on the usage of the site by citizen customers and disposal needs.

This projection represents approximately a 42% increase compared to current costs.

See attached tabulation for further details on the proposals received and projected costs.

Executive Recommendation:

Review and act on contract for City building refuse and recycling dumpster services with Lakeshore Recycling Systems (LRS).