

EXECUTIVE SUMMARY

Recommendation to Approve Extension of Bid 13-051T – Recycling Services

Bid 13-051T, Recycling Services, was approved on March 5, 2013, for a period of three (3) years, commencing on April 6, 2013, through March 31, 2016 with an \$800,000 spending authority. This bid is utilized by the Environmental Conservation/Utility Management Department to manage the recycling program at 254 schools and administrative facilities throughout the District.

The current three (3) year contract is set to expire March 31, 2016. As per Section 4, Special Conditions 5, Contract Extension, “The term of the bid shall be for three year(s), and may, by mutual agreement between SBBC and the Awardee, be renewed for two additional one-year periods and, if needed, 90 days beyond the expiration date of the final renewal period.” The current service provider, Progressive Waste Solutions of FL, Inc. has chosen to decline to enter into or the exercising of a full one (1) year extension period. They have, however, agreed to extend the current contract on a month-to-month basis, not to exceed ninety (90) days. This ninety (90) day extension period would commence on April 1, 2016, and expire on June 30, 2016. Progressive Waste Solutions of FL, Inc. has agreed to all the terms and conditions of the current contract, including the current service standards and pricing structure; therefore, no additional spending authority is required.

Currently, there is an open purchase order (PO) in the amount of \$250,000 that has a sufficient amount of funds available to cover expenditures for the remainder of the contract term and additional ninety (90) day period. To date, the funds available on the open PO is \$162,649. In addition, the remaining balance on the overall contract is \$32,987, which is available for use in addition to the remaining funds encumbered on the open PO. The balance on an open PO does not decrease until an invoice payment is processed. The Environmental Conservation/Utility Management Department submits invoices for payment on a monthly basis and has verified that there are no outstanding invoices that would have a significant impact on the open PO’s available balance. Again, no additional spending authority is required for the extension period request.

The overall performance evaluation of Progressive Waste Solutions of FL, Inc. has been satisfactory. By extending the current contract for an additional ninety (90) days, the District will be afforded the proper time to plan and prepare the Invitation to Bid (ITB) documents, including language and compliance expectations that will enhance the District’s ability to measure results and improve compliance standards. This additional due diligence will ensure that we receive competitive bids from multiple service suppliers, hence a more competitive and cost effective opportunity for our School District.