

City Council Agenda Memo

From: John R. Thompson, Public Works Director

Council Meeting: December 20, 2022

Subject: Resolution 22-102: Agreement for processing and marketing the City of Brookings residential single stream recyclable materials

Person(s) Responsible: John R. Thompson, Public Works Director

Summary:

In November, staff published a request for proposals for processing and marketing of the City of Brookings residential single stream recyclable materials. One bid was received from Cook's Wastepaper & Recycling in the amount of \$60 per ton. This agenda item recommends that the City accept the bid and award a five (5) year contract to Cook's Wastepaper & Recycling for the service.

Background:

The City of Brookings implemented residential single stream recycling in 2008. Since then the City has solicited bid proposals every five (5) years for the processing and marketing of the City's recyclable materials. The current agreement with Cook's Wastepaper & Recycling terminates on December 31, 2022.

Currently the City has approximately 4,500 active accounts and collects an average of 860 tons of recyclable materials per year.

Item Details:

On November 25, 2022 staff published a request for proposals (bid number 2022-38) for processing and marketing of the City of Brookings residential single stream recyclable materials. The required public notices were published in the Brookings Register on November 25, 2022 and December 2, 2022.

A bid letting was conducted at 1:30 pm on Tuesday, December 6, 2022 and the following bid was received:

Cook's Wastepaper & Recycling	\$60.00 per ton
-------------------------------	-----------------

Legal Consideration:

Approval of the recommended actions are in compliance with the requirements of the South Dakota Codified Laws and the agreement has been reviewed by the City Attorney as to legal form.

Strategic Plan Consideration:

Providing a single stream recycling program to the City of Brookings residents aligns with the strategic initiative of sustainability.

Financial Consideration:

The costs associated with this item and agreement are included in the Solid Waste Collection/Recycle, fund #612, adopted 2023 fiscal year budget. The bid price of \$60.00 per ton is equal to the current price per ton the City is paying for the processing and marketing of recyclable materials. The annual estimated cost is \$51,600 (\$60/ton x 860 tons).

Options:

The City Council has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Move the item to a work session
5. Discuss / take no action / table

Recommendation:

1. Adopt Resolution to accept and award bid for processing and marketing of the City of Brookings single stream recyclable materials to Waste Connections of South Dakota, Inc. dba Cook's Wastepaper & Recycling in the amount of \$60.00 per ton; and
2. Authorize the City Manager to execute an agreement with Waste Connections of South Dakota, Inc., dba Cook's Wastepaper & Recycling for a term of five (5) years at \$60.00 per ton.

Supporting Documentation:

Resolution