

# MANATEE COUNTY GOVERNMENT

## SOURCE SELECTION

<b>SUBJECT</b>	Collection, Demanufacturing, Recycling of Electronic Equipment	<b>DATE POSTED</b>	Date Posted on mymanatee.org <u>12/19/2012</u>
<b>PURCHASING REPRESENTATIVE</b>	Deborah Carey-Reed, 941/749-3074	<b>DATE CONTRACT SHALL BE AWARDED</b>	December 17, 2012
<b>DEPARTMENT</b>	Utilities Department	<b>CONSEQUENCES IF DEFERRED</b>	N/A <i>Melissa M. Wendel</i>
<b>SOURCE RECOMMENDATION</b>	Request For Proposals #12-1687DC	<b>AUTHORIZED BY</b>	Melissa M. Wendel, Purchasing Official Date: <u>12/19/2012</u>

### ACTION DESIRED

Authorization to execute an Agreement with Creative Recycling Solutions, LLC, Tampa, Florida for the collection, demanufacturing, and recycling of end-of-life electronic equipment.

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Manatee County Code of Law

### BACKGROUND/DISCUSSION

- Consistent with its commitment to reduce the environmental impact of refuse being disposed of at the Landfill, the Utilities Department offers County-wide collections for the demanufacturing and recycling of end-of-life electronic equipment. This contract provides for the collection and proper disposal of the equipment from residents and small businesses within Manatee County, resulting in reduced disposal of refuse into the Landfill.
- This contract generates revenue for some collected items and also includes cost for the vendor's handling of the some of the items. Previous years' total average 300 tons annually that has been averted from disposal at the Landfill.
- 08/11/2012 to 08/22/2012 Appropriate procurement procedures were followed. The Request for Proposal was posted on DemandStar and the County website and directly solicited to Manatee County registered vendors; it was also provided to the Manatee County Chamber of Commerce for release to its members. Two proposals were received.
- The Evaluation Committee convened and evaluated Creative Recycling Solutions, LLC as providing the best offer because of their processing capability and lower costs. The second proposer, Sims Recycling Solutions, Inc., was evaluated as qualified to perform the services, but their costs were not within the County's funding allotment.
- This contract will be managed by the Manatee County Utilities Department.

<b>COST</b>	Estimate \$50,000 annually	<b>SOURCE (ACCT# &amp; NAME)</b>	480.0011000.534000
<b>COMMENTS</b>	N/A	<b>AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)</b>	N/A

Fw: RFP #12-1687DC eScrap Collections - Request to Negotiate  
Melissa Wendel  
to:  
Deborah CareyReed  
12/13/2012 07:59 PM  
Cc:  
"Dennis Wallace"  
Show Details

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**From:** Ed Hunzeker  
**Sent:** 12/13/2012 07:19 PM EST  
**To:** Melissa Wendel  
**Subject:** Re: RFP #12-1687DC eScrap Collections - Request to Negotiate

MW,

Please proceed.

Thank you.

Ed

Sent from my iPad

On Dec 13, 2012, at 4:22 PM, "Melissa Wendel" <[melissa.wendel@mymanatee.org](mailto:melissa.wendel@mymanatee.org)> wrote:

Mr. Hunzeker,  
We are communicating the recommended selection of  
**CREATIVE RECYCLING SOLUTIONS, LLC. of**  
**Tampa, Florida** to provide **e-Scrap Collections** for the  
County.

Upon your approval of the recommendation of the  
Evaluation Committee, staff will proceed with the  
posting of the selection and begin negotiations. If you  
choose, you may direct staff to present this  
recommendation to the Board of County  
Commissioners for consideration.

Thank you,

## Melissa

Melissa M. Wendel, CPPO  
Purchasing Official  
Manatee County Purchasing Division  
941-749-3054

----- Forwarded by Melissa Wendel/MCG on 12/13/2012 04:12 PM -----

From: Dennis Wallace/MCG  
To: Melissa Wendel/MCG@MCG  
Date: 12/13/2012 03:01 PM  
Subject: Fw: RFP #12-1687DC eScrap Collections - Request to Negotiate

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Melissa - for your review and approval please; thank you. DWW

----- Forwarded by Dennis Wallace/MCG on 12/13/2012 03:04 PM -----

From: Deborah CareyReed/MCG  
To: Dennis Wallace/MCG@MCG  
Date: 12/11/2012 01:58 PM  
Subject: RFP #12-1687DC eScrap Collections - Request to Negotiate

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Approval is requested for the following recommendation to enter into negotiations with the Creative Recycling Solutions, LLC, Tampa, Florida, for the collection, transportation, demanufacturing, and recycling of end-of-life electronic equipment (Request For Proposal #12-1687DC). This contract generates revenue for some collected items and also includes costs for the disposal of some items.

### **PROJECT DESCRIPTION:**

Utility Operations through Purchasing has requested proposals from interested companies or individuals who can provide for the collection and proper disposal of computer and other electronic equipment generated from residents and small businesses within Manatee County. This contract will assist the County in its endeavor to promote product stewardship and shared responsibility for reducing the environmental impact of disposing these products at the Manatee County Landfill.

**ESTIMATED COST:** Revenue generating for some items; projected cost of \$5,000 (based on volume of past collections).

### **SOLICITATION:**

Appropriate procedures were followed through the solicitation phase. This Request For Proposal was advertised on the Manatee County and Chamber of Commerce websites and broadcasted thru Demand Star; and was also emailed to Manatee County

registered vendors. Two vendors responded with a No Bid and two proposals were received.

Proposals were received from the following two firms:

Creative Recycling, LLC, Tampa FL

Sims Recycling Solutions, Inc., Tampa FL

**EVALUATION COMMITTEE:**

David Pickup, Utility Operations, Household Hazardous Waste

Jeffrey Goodwin, Wastewater Division

Deborah Carey-Reed, Financial Management Department

Cari Walz, Utility Operations, Household Hazardous Waste

(support staff, non-voting member)

The Evaluation Committee reviewed both firms as being qualified to perform the required services and requested oral presentations from both.

Oral presentations were subsequently made by both firms with a further review of high costs from Sims Recycling for the collection of certain items.

The Evaluation Committee unanimously voted to proceed into negotiations with Creative Recycling because of the substantial lower costs and their processing capability.

**CREATIVE RECYCLING SOLUTIONS, LLC (CRS)**

Creative is the County's current supplier who in addition to providing collections at the County Landfill also extends collection services to curbside pickup from small business owners as a part of their contract.

CRS is recognized as a worldwide leader of the electronic recycling industry because of their commitment to properly and efficiently demanufacture and dispose of the electronics. They are acknowledged as an environmental conscious company enforcing their policy that "No electronic device is sent to a landfill".

Creative has a state-of-the-art recycling facility and has gained widespread experience recycling end-of-life electronics and managing extensive contracts for government agencies, independent and corporate businesses, and non-profit organizations.

Creative is currently investing into a new accounting system that will keep up with the volume of their collections.

**SIMS RECYCLING SOLUTIONS, INC. (SRS)**

Sims Recycling is also recognized as being a global company managing large government contracts, however, Sims has not provided curbside collection services for their referenced contracts.

Sims proposed costs are two and a half times that of the current vendor and is beyond the County's budget for these services.