



**TO:** Board of Contracts and Awards  
**FROM:** Michael P. Slevin III, P.E., Director, Environmental Services  
Lewis Griffith, P.E., Division Manager, Solid Waste Management  
**COPY:** City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and Sam Hefley, Senior Buyer, Finance/Purchasing, and Shane Pettit, Assistant Division Manager, Solid Waste Management  
**SUBJECT:** Increase Contract for Moderate-risk Waste Transportation and Management Services, RFP ES14-0319F, Contract No. 4600012567, Stericycle Environmental Solutions– August 27, 2019  
**DATE:** August 14, 2019

**RECOMMENDATION SUMMARY:**

The Environmental Services Department is requesting approval to increase Contract No. 4600012567 for transportation and disposal of moderate-risk waste collected at Solid Waste Management Household Hazardous Waste with Stericycle Environmental Solutions, Houston, TX, at a cost of \$176,800.00, plus applicable taxes. The contract amendment is needed to continue Household Hazardous Waste Program services for customers to safely dispose of moderate-risk waste. This increase will bring the final cumulative total to \$695,344, plus any applicable taxes. Additionally, an extension of the contract completion date to August 31, 2020 is required.

**STRATEGIC POLICY PRIORITY:**

- Assure outstanding stewardship of the natural and built environment.

This request is for transportation and management services for moderate-risk waste to enable Solid Waste Management’s Household Hazardous Waste Program to properly handle and dispose household hazardous waste materials, thus reducing the impacts on the natural and built environment.

**BACKGROUND:**

**ISSUE:** Since 1990, the Household Hazardous Waste Facility located at the Tacoma Recovery and Transfer Center has provided an alternative to disposing of hazardous waste in the garbage, down drains, or into the ground or waterways. The program accepts materials such paints, solvents, antifreeze, and poisons from residential customers in the City of Tacoma, and because of an agreement with Pierce County, the facility at the Tacoma Recovery and Transfer Center also serves Pierce County residents. The program served over 8,000 customers in 2018. City of Tacoma Solid Waste Management employees receive, process, and pack the materials. This contract with Stericycle Environmental Solutions provide services for proper treatment, recycling, or disposal of these hazardous materials.

**ALTERNATIVES:** An alternative would be to develop or acquire facilities for disposal or recycling of these materials. Managing the disposal of hazardous wastes at a City-owned site would require additional staffing and facilities, which would take a long time, be difficult to implement, and expensive. Another option is to discontinue household hazardous waste services. Discontinuing this program would be counter to the requirements and goals of the Tacoma-Pierce County Solid Waste Management Plan and increase environmental risks from improper hazardous waste disposal.



**COMPETITIVE SOLICITATION:**

Request for Proposals Specification No. ES14-0319F was opened June 24, 2014. Four companies were invited to bid in addition to normal advertising of the project. Three proposals were received. The contract was awarded to PSC Environmental Services LLC, Inc.

**CONTRACT HISTORY:** This contract was originally awarded to PSC Environmental Services LLC, Inc. as a result of Request for Proposal Specification No. ES14-0319F in June 2014.

The City and Contractor entered into Amendment No. 1 for the purpose of acknowledging Stericycle’s acquisition of PSC Environmental Services, exercised first of three (3) additional one-year extensions to extend through August 31, 2017, add a 1.6 percent increase over the rates stated in the Contract, and to increase the cumulative value to \$518,544 in the event all available renewals are utilized.

The City and Contractor entered into Amendment No. 2 to exercise the second of three (3) one-year renewal option to extend the termination date to August 31, 2018.

The City and Contract entered into Amendment No. 3 to exercise the third of three (3) one-year renewal options to extend the termination date to August 31, 2019.

**SUSTAINABILITY:** The Household Hazardous Waste Facility reduces risk of improper disposal of hazardous materials in the environment. Sustainability was a key evaluation criteria used in scoring the proposals for the selection of the recommended vendor. The Contractor has a company sustainability program that includes seeking to develop new ways to increase recovery and recycling of waste materials, and a green sourcing policy that covers their supply chain.

**SBE/LEAP COMPLIANCE:** Not applicable

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Solid Waste Fund 4200	514520	5330100	\$176,800
<b>TOTAL</b>			<b>\$176,800</b>

\* General Fund: Include Department

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Solid Waste Fund 4200	512000	various	\$176,800
<b>TOTAL</b>			<b>\$176,800</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$ 176,800.00

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes