



STAFF REPORT

DATE: March 19, 2019

TO: Ronald L. Olson, City Manager

FROM: David A. Olson, Executive Director of Public Works

SUBJECT: Award Bid No. 19-15, for the purchase of three (3) Recycling Trailers from Pro-Tainer, Inc.

BACKGROUND AND FINDINGS:

The Killeen Recycling Center (KRC) was established in 1996 with grant funds received from the State of Texas. The KRC is a public recycling center that accepts more types of material than any other site within a 60 mile radius. Examples of material accepted at KRC include; paper, metal, certain plastics, glass, some electronics, tires and even different oils. Additional services provided by KRC are; recyclables pickup from City facilities, collection service to 12 apartment complexes, a public scale registered with the Texas Department of Agriculture as well as, hosting and assisting in various recycling events. There are approximately 1,500 citizens and businesses that visit KRC each month to drop off recyclable materials.

Recycling trailers, such as the ones provided by Pro-Tainer, Inc., offer a cost effective, convenient solution to recycling for areas that do not have a curbside recycling program. These recycling trailers will provide additional recycling drop off locations throughout the City, as well as being utilized at special events. Creating environments around the City that promote recycling practices will reduce the amount of waste being transported to the landfill; which in turn reduces transportation costs for the City.

Recycling definitely has its advantages; decreased pollution, environmentally friendly, slows the rate of resource depletion and decreases landfill waste. According to the Texas Commission on Environmental Quality (TCEQ), *Municipal Solid Waste in Texas: A Year in Review 2017 Data Summary and Analysis*, the Temple Recycling and Disposal Facility, which we use for disposal, has approximately ten (10) years' worth of space remaining. In 2018, the City of Killeen transferred 96,615 tons of municipal waste to the landfill. With population rates in the City rising 1.6 - 1.9% per year, that is approximately 3,378 tons of additional waste per year.

Bid documents were made available through the City of Killeen Purchasing Division. Advertisements were made in the Killeen Daily Herald on January 13 and 20, 2019, and on the City's website. At the close of the bidding process, on January 29, 2019 at 2:00 p.m., one bid was received for this project. The bid was opened and read aloud. Pro-Tainer, Inc. submitted a bid for \$120,012 for six (6) recycling trailers; manufactured and delivered. Due to the costs associated with 6 trailers, Staff is recommending moving forward with the purchase of three (3) recycling trailers; manufactured and delivered for \$60,006.00.

THE ALTERNATIVES CONSIDERED:

1. Do nothing, which would cause the majority of the waste from Killeen to continue being hauled to the landfill.
2. Authorize the purchase of three (3) recycling trailers from Pro-Tainer.

Which alternative is recommended? Why?

Alternative two is recommended in order to make recycling more convenient to the citizens of Killeen, while reducing the amount of waste that is transferred to the landfill.

CONFORMITY TO CITY POLICY:

This item conforms to state and local purchasing policies and regulations.

FINANCIAL IMPACT:**What is the amount of the expenditure in the current fiscal year? For future years?**

The amount of the expenditure in the current fiscal year is \$60,006.00.

Is this a one-time or recurring expenditure?

One-time

Is this expenditure budgeted?

Yes

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line item for this expenditure?

Yes, funding is available in account #540-9595-439.50-15.

RECOMMENDATION

City staff recommends that the City Council authorize the City Manager or his designee to execute a purchase order for the procurement of three (3) recycling trailers from Pro-Tainer, Inc. and the City Manager or designee is further authorized to execute any change orders in compliance with state law and city policy.

DEPARTMENTAL CLEARANCES:

Public Works

Finance

City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Quote

Certificate of Interested Parties