



Legislation Text

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MOTION TO AWARD IFB # PSUT-22-03 "REMOVAL AND DISPOSAL OF GRIT AND SCREENINGS" TO THE MOST RESPONSIVE/RESPONSIBLE BIDDER, PANZARELLA WASTE & RECYCLING SERVICES, FOR AN INITIAL FOUR YEAR PERIOD, IN THE ANNUAL AMOUNT NOT TO EXCEED \$164,043, SUBJECT TO ANNUAL MUTUALLY AGREED UPON RATE ADJUSTMENTS BASED ON CPI.

**PROCUREMENT PROCESS TAKEN:**

- *Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."*
- *Section 35.15 defines an Invitation for Bid as "A written solicitation for competitive sealed bids with the title, date and hour of the public bid opening designated therein and specifically defining the commodities or services for which bids are sought. The invitation for bid shall be used when the city is capable of specifically defining the scope of work for which a service is required or when the city is capable of establishing 15 precise specifications defining the actual commodities required. The invitation for bid shall include instructions to bidders, plans, drawings and specifications, if any, bid form and other required forms and documents to be submitted with the bid."*
- *Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."*
- *Section 35.18(A) states, "A purchase of or contracts for commodities or services that is estimated by the Chief Procurement Officer to cost more than \$25,000 shall be based on sealed competitive solicitations as determined by the Chief Procurement Officer, except as specifically provided herein."*
- *Section 35.19 of the City's Code of Ordinances is titled "SEALED COMPETITIVE BIDDING PROCEDURE."*
- *Section 35.19(A) states "All sealed competitive solicitations as defined in § 35.18 shall be presented to the City Commission for their consideration prior to advertisement."*
- *Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."*
- *Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."*
- *Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether*

***the competitive bidding or competitive proposal procedures were followed."***

**SUMMARY EXPLANATION AND BACKGROUND:**

***On Wednesday, January 16, 2023 this item went before Commission and the City Commission passed Commissioner Tom Good's motion to table this item to the next City Commission on February 1, 2023.***

1. On October 19, 2022, the City Commission authorized the advertisement of IFB # PSUT-22-03 "Removal and Disposal of Grit and Screenings", which was advertised on October 25, 2022.
2. The City of Pembroke Pines is seeking proposals from qualified firms, to pick up and dispose of grit and screenings from the City of Pembroke Pines Wastewater Treatment Plant located at 13955 Pembroke Road, Pembroke Pines, FL 33027.
3. On November 22, 2022, the City opened two (2) proposals from the following vendors:

Items	Qty UOM	Panzarella Waste & Rec.		Waste Pro of Florida, Inc.	
		Unit Price	Total	Unit Price	Total
Pick-up & Hauling	104 Pickups	\$1,395.00	\$145,080.00	\$1,500.00	\$156,000.00
Disposal Fee	175 Tons	\$93.00	\$16,275.00	\$85.00	\$14,875.00
Lined Container Rental per month	2 Container	\$112.00	\$224.00	\$250.00	\$500.00
<b>Total</b>			<b>\$161,579.00</b>		<b>\$171,375.00</b>

4. During the evaluation of the bids received, the Procurement Department realized that the quantity for line item 3, "Lined Container Rental Per Month" should have been 24, as the City needs 2 containers per month for 12 months . Despite the change in quantity for the rental of the lined containers, the lowest bidder was unchanged and the new total cost per bidder is as follows:

Items	Qty UOM	Panzarella Waste & Rec.		Waste Pro of Florida, Inc.	
		Unit Price	Total	Unit Price	Total
Pick-up & Hauling	104 Pickups	\$1,395.00	\$145,080.00	\$1,500.00	\$156,000.00
Disposal Fee	175 Tons	\$93.00	\$16,275.00	\$85.00	\$14,875.00
Lined Container Rental per month	24 Container	\$112.00	\$2,688.00	\$250.00	\$6,000.00
<b>Total</b>			<b>\$164,043.00</b>		<b>\$176,875.00</b>

5. The Utilities Division has reviewed the proposals and has deemed Panzarella Waste & Recycling Services to be the most responsive/responsible bidder.
6. In addition, Panzarella Waste & Recycling Services has completed the Equal Benefits Certification Form and has stated that the "Contractor currently complies with the requirements of this section."
7. On Wednesday, January 16, 2023 this item went before Commission and the City Commission passed Commissioner Tom Good's motion to table this item to the next City Commission on February

1, 2023.

8. During the City Commission's discussion at the January 16, 2023 Commission meeting, Commissioner Schwartz requested for the information that he requested from Administration prior to the Commission meeting, to be shared with the other Commissioners for the next Commission meeting. As a result, attached is the e-mail correspondence between Commissioner Schwartz and the City's Administration regarding the topic.

9. In addition, the City Commission directed the City Attorney's Office to provide a memorandum explaining whether the City may move forward with awarding the collection and disposal of grit and screenings contract to Panzarella or whether the City is required to contract such services with Waste Pro. Accordingly, attached is the City Attorney's Memorandum No. 2023-008, in which the City Attorney's office has stated that the City Commission may continue to consider the agenda item as previously presented.

10. Furthermore, the Utilities Department has also conducted additional research to determine what some of the neighboring cities are doing regarding the removal of the grit and screenings, on a contractual basis (i.e., single funded contract or individual contracts for solid waste disposal). Also, to confirm if the other cities included the cost within the water and sewer rates that are charged to the residents. Below is a summary of the results:

City	Combined or Separate Contracts	Solid Waste Rates or Water & Sewer Rates
Fort Lauderdale	Separate Contract	Water & Sewer Rates/Bill
Sunrise	Separate Contract	Water & Sewer Rates/Bill
Miramar	Separate Contract	Water & Sewer Rates/Bill

11. Request City Commission to approve the award of IFB # PSUT-22-03 "Removal and Disposal of Grit and Screenings" to the most responsive/responsible bidder, Panzarella Waste & Recycling Services, for an initial four year period, in the annual amount not to exceed \$164,043, subject to annual mutually agreed upon rate adjustments based on CPI.

**FINANCIAL IMPACT DETAIL:**

- a) **Initial Cost:** \$164,043 annual amount (prorated to \$125,892 for the remainder of the 2022-23 fiscal year.)
- b) **Amount budgeted for this item in Account No:** \$137,809 is currently available in account # 471-535-6022-534451-0000-000-0000 (Other Svc - Grit/Screenings).
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project:** \$164,043 annual amount for an initial four year period. On an annual basis prior to the start of each contract year, rate adjustments up or down will be negotiated and mutually agreed upon based on the Consumer Price Index, relevant to providing these services.
- e) **Detail of additional staff requirements:** Not Applicable.

**FEASIBILITY REVIEW:**

*A feasibility review is required for the award, renewal and/or expiration of all function sourcing*

*contracts. This analysis is to determine the financial effectiveness of function sourcing services.*

**a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.

**b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.