

## AGENDA



Thursday, November 29, 2007

**Purchasing Office**  
**RECOMMENDATION FOR COUNCIL ACTION**

**Item No. 37**

---

**Subject:** Authorize award and execution of a contract with GARY LISS & ASSOCIATES, Loomis, CA, for consulting services to develop a zero waste plan for Solid Waste Services Department in an amount not to exceed \$51,105.80.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2007-2008 Operating Budget of the Solid Waste Services Department.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Rosemary Ledesma, Supervising Sr. Buyer/974-2011.

**Purchasing Language:** Best evaluated bid of two bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

**Boards and Commission Action:** Recommended by the Solid Waste Advisory Committee.

---

On April 11, 2005, the Long-Range Solid Waste Planning Task Force (Task Force) convened as an ad hoc committee of the Solid Waste Advisory Commission to establish the parameters and general guidelines to be considered for the development of a Zero Waste Plan for the City of Austin and surrounding areas. This Task Force represents a broad spectrum of multi-stakeholder interests and complements the work undertaken by the City of Austin Solid Waste Advisory Commission and other central Texas solid waste planning efforts.

With input from the Task Force, the City developed a scope of work and an Invitation for Bid-Best Value solicitation that was issued on July 9, 2007 to solicit bids from qualified companies for consulting services to develop a zero waste plan for the City of Austin and surrounding regions. The surrounding counties include: Travis, Williamson, Bastrop, Caldwell, Hays, Blanco and Burnet.

The consultant will take into consideration current and planned public and private solid waste infrastructure, as well as the City of Austin's Climate Protection Program in the formulation of this plan. Recommendations developed through this process will be integral to achieve the U.N. Urban Environmental Accord's goal to reduce by 20% the per capita solid waste disposal to landfills by 2012 and zero waste by 2040.

The consultant will be responsible for assessing all available data and for conducting a comprehensive and integrated expert evaluation providing data, recommendations, and written documentation in support of zero waste initiatives for City of Austin and surrounding regions. To help ensure success and a sustainable zero waste plan, the consultant's plan will include the following components:

- Expand and improve local and regional recycling and composting
- Develop and adopt new rules and incentives to reduce waste disposal
- Preserve land for sustainable development and green industry infrastructure

- Advocate for manufacturer responsibility for product waste and ban problem materials
- Educate, promote, and advocate a zero waste sustainability agenda, and
- Facilitate meetings with the public.

A public meeting service component will also be delivered in the services. The Consultant's plan was proposed with a cost budget of \$49,500 including up to three public meetings. However, City staff anticipates an additional fourth meeting that may be required; therefore, the total estimated contract amount is \$51,105.80. An additional \$1,605.80 is requested that will include up to 10 additional service hours and expenses in the event an additional meeting is required.

Representatives from the Solid Waste Services department evaluated the bids for best value. The evaluation panel recommended Gary Liss & Associates (GLA) as the best bidder based on proven track record of developing zero waste plans, company qualifications and capacity to deliver plan within timeline, key personnel qualifications and prior experience, project work plan proposed, plan development process, and the lowest cost proposed. GLA has worked with many local governments (Cities and Counties) nationwide to develop zero waste planning projects.

MBE/WBE solicited: 30/20      MBE/WBE Bid: 0/0

#### PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred ninety-five notices were sent, including 30 MBEs and 20 WBEs. Two bids were received, with no response from the MBEs/WBEs.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

#### APPROVAL JUSTIFICATION

- a. Best evaluated bid received.
- b. The Purchasing Office concurs with the Solid Waste Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.