

**City of Culver City, California
Agenda Item Report**

Meeting Date: 12/12/11		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Services Agreement with PSC Environmental Services for the Removal of Hazardous Waste from the City.			
Contact Person/Dept.: Catherine Vargas / Public Works		Phone Number: (310) 253-6411	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: Meetings and Agendas – PSC Environmental Services (12/1/11); Meetings and Agendas - City Council (12/08/11); Sustainability and Environmental Issues (12/08/11)			
Department Approval: Charles D. Herbertson (12/01/11)		City Attorney Approval: Carol Schwab (by H. Baker) (12/07/11)	
Chief Financial Officer Approval: Jeff Muir (12/08/11)		City Manager Approval: John M. Nachbar (12/08/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve a professional services agreement for a five (5) year term professional services agreement with PSC Environmental Services (PSC) for a total amount not-to-exceed \$90,000.00 for removal of hazardous waste from the City. <u>BACKGROUND:</u> In the State of California it is illegal for hazardous waste to be deposited in public landfills. Furthermore, it is unlawful for a person or company to transport more than 15 gallons or 125 pounds of chemical hazardous waste per trip unless licensed specifically to transport this type of material. According to federal and state laws, hazardous waste must be properly handled and transported by companies that are licensed to do so. Occasionally, the public mistakenly deposits hazardous waste such as oil, paint, anti-freeze, and solvents into solid waste bins or such waste is illegally placed within the public right-of-way. Staff collects this hazardous waste for later collection and disposal by a licensed hazardous materials contractor. Hazardous materials collected in the sheds must be transported by a licensed contractor. Currently PSC is the licensed contractor that removes and transports hazardous waste collected in Culver City. PSC has successfully provided these services since 2010 upon acquiring General Environmental Management (GEM), the initial contractor hired by the City in 2006.			

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Agenda Item Report

DISCUSSION:

On August 29, 2011, the City released a Request for Proposals (RFP) for the transportation and disposal of hazardous waste materials from the City. Six vendors responded to the RFP; however, only four of the six proposals were complete. The following table summarizes the four complete proposals:

Vendor	Proposal Amount per Month
<u>ACT Advanced Chemical Transport</u>	<u>\$558.00</u>
<u>PSC Environmental Services</u>	<u>\$1,500.00</u>
<u>Ocean Blue Environmental Services</u>	<u>\$2,500.00</u>
<u>West Coast Storm, Inc.</u>	<u>\$10,000.00</u>

Although ACT's proposal offered the lowest price, staff is not recommending this vendor be selected because they lack adequate references.

Staff has reviewed PSC's proposal and found it to be complete. PSC is a reputable hazardous waste recycling and disposal firm and has successfully performed these services for the City in the past.

FISCAL ANALYSIS:

PSC's bid amount is based on the average quantity and type of materials removed from the City, so the actual monthly cost may be slightly higher or lower than the estimate of \$1,500 a month.

PSC will be paid from account 10116100.619800.

Continuance of the PSC agreement will be contingent upon appropriation by the City Council of sufficient funds each year and is subject to cancellation by the City with a thirty-day written notice.

ATTACHMENTS:

None

MOTION:

That the City Council:

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Agenda Item Report

- 1) Approve a five-year professional services agreement with, PSC, for the removal of the City's hazardous waste in an amount not-to-exceed \$18,000.00 per year for an aggregate contract amount not-to-exceed \$90,000, and
- 2) Authorize the City Attorney to review/prepare the necessary documents; and,
- 3) Authorize the City Manager to execute such documents on behalf of the City.