



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 58

**Agenda Date:** June 20, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Solid Waste Department

**DEPARTMENT HEAD:** David Newman

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Recycling of Vehicle Batteries

**SUMMARY:**

This ordinance authorizes execution of a contract with CompuCycle, Inc. to recycle vehicle batteries collected by the Solid Waste Management Department (SWMD). CompuCycle, Inc. will pay the City \$0.01 per pound for lead acid batteries. The estimated fiscal impact is \$2,500.00 in revenue, and all funds received will be deposited into the Solid Waste Operating and Maintenance Fund.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by CompuCycle, Inc. to provide vehicle battery recycling services for the SWMD. The vehicle batteries to be recycled are collected from the City's Household Hazardous Waste (HHW) program at two permanent locations and up to three rotating mobile locations per year. The awarded contractor will take possession of batteries collected from City facilities and transport them for processing using a beneficial reuse, recycling, or other environmentally sound method. The contractor will provide all equipment, supplies, and material to load and transport the batteries from the inventory location

and accept delivery at the respondent's facility. The SWMD expects the contractor to accept approximately four pallets of lead acid batteries per week.

The City released a Request for Proposals (RFP) for Recycling of Vehicle Batteries (RFP 24-071; 6100017772) on February 7, 2024, with a submission deadline of March 8, 2024. The RFP was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential respondents. One proposal was received and deemed responsive for evaluation. The evaluation committee consisted of representatives from the Solid Waste Management Department. The Finance Department, Procurement Division assisted by ensuring compliance with the City procurement policies and procedures. The proposal was evaluated based on the firm's experience, background, and qualifications, proposed plan, price, the Local Preference Program, and the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications. The evaluation committee met on April 4, 2024, to discuss the sole respondent's proposal. After committee review and discussion, CompuCycle, Inc. was recommended for award by the evaluation committee based on consensus scoring.

The initial term of the agreement shall begin upon award through June 30, 2027. Two additional one- year renewals at the City's option shall also be authorized by this ordinance.

#### **ISSUE:**

Lead based vehicle batteries should not be disposed of in the landfill. A qualified contractor is required to process and separate items for recycling and/or disposal. The SWMD does not have staff trained to complete this task. Therefore, SWMD will contract through a third-party to provide disposal or recycling services. This ordinance will authorize an agreement with CompuCycle, Inc., to provide lead based battery disposal or recycling services to the City of San Antonio.

SBEDA – SBO to provide in workflow

The Local Preference Program and the Veteran-Owned Small Business Preference Program were applicable to this solicitation; however, since only one response was deemed eligible for evaluation, the programs were not scored. Rather, the evaluation committee reviewed and scored the proposal via consensus evaluation.

#### **ALTERNATIVES:**

City Council could choose not to enter into this agreement with the selected vendor, and the City could re-issue the RFP and solicit proposals from additional vendors. In the interim, the City would be required to dispose of items at cost rather than gaining revenue from this contract.

#### **FISCAL IMPACT:**

This ordinance authorizes a contract with CompuCycle, Inc. to provide vehicle battery recycling services for SWMD. CompuCycle, Inc. will pay the City \$0.01 per pound for lead acid batteries. The estimated fiscal impact is \$2,500.00 in revenue, and all funds received will be deposited into the Solid Waste Operating and Maintenance Fund.

**RECOMMENDATION:**

Staff recommends approval of this ordinance.

This contract is procured by means of Request for Proposals and a Contracts Disclosure Form is required.