



**REPORT TO: SUA**

**MEETING DATE: JANUARY 24, 2022**

<b>Agenda Item:</b>	5a. SUA-22-03
<b>Issue:</b>	<ul style="list-style-type: none"> <li>The recycling roll-off containers at Convenience Collection Center are owned by Cedar Creek Farms and will be removed when the contract ends June 30, 2022.</li> </ul>
<b>Solution:</b>	<ul style="list-style-type: none"> <li>An advertisement of the bid was published in the Stillwater News Press on Saturday December 18, 2021 and December 24, 2021 and on the City of Stillwater web page.</li> <li>Bid proposals were received until 3:00 pm on January 12, 2022 at which time they were publicly opened and read aloud.</li> <li>Two bids were submitted.</li> <li>The bid submitted by Custom Manufacturing met all the technical specifications and was the most responsible bidder.</li> </ul>
<b>Financial Impact/Funding Source(s):</b>	<ul style="list-style-type: none"> <li>The FY21/22 contingency account has sufficient funds for the purchase of the recycling roll-off containers.</li> </ul>
<b>Strategic Plan Alignment:</b>	#1 Effective Services and Accountable Government: To provide effective services and accountable government for all citizens by practicing fiscal responsibility, transparency and outstanding customer service.
<b>Recommended Action/Motion:</b>	Motion to award the contract for the purchase of new recycling roll-off containers to Custom Manufacturing and authorize expenditures up to \$84,555 for the purchase of the containers.
<b>Prepared By:</b>	Chris Knight, Waste Management Director
<b>Reviewed By:</b>	Melissa Reames, Deputy City Manager Patti Osmus, Assistant to the City Manager
<b>Submitted By:</b>	Norman McNickle, General Manager