



## Staff Report

**TO:** City Council

**FROM:** Thaxton Van Belle, Director of Wastewater Reclamation  
Kenyon Potter, Principal Engineer

**DATE:** April 2, 2024

**SUBJECT:** Award of Contract to Synagro West LLC to Provide Sludge Hauling Services for the Wastewater Treatment Plant

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**Description** Award a three-year contract at the rate of \$63.37 per ton with an annual CPI adjustment.

### **Background and Analysis:**

The existing contract with the current sludge hauler expires on April 30, 2024, after a period of 5 years of service including two 1-year extensions under the terms provided for in the existing contract. In anticipation of the expiration of the existing contract, the City issued a request for proposals (RFP) on January 17, 2024, to interested firms qualified to provide sludge hauling services for the Wastewater Treatment Plant (WWTP). Six firms submitted proposals. The selection committee evaluated and ranked the firms based on qualifications and proposed price terms. The two highest scoring firms were interviewed. Synagro West LLC (Synagro) received the highest composite score and also had the lowest price per ton of all the proposers.

Synagro was selected to provide sludge hauling services for the WWTP for a three-year contract with an option to extend for two additional one-year periods, paid at the rate of \$63.37 per ton of sludge which adjusts annually, each July 1, based on CPI. The agreement includes an early termination clause with forty-five days' notice and provides for demobilization costs not to exceed \$10,000 (Attachment B).

### **Fiscal Impact:**

The fiscal impact for Sludge Hauling Services for the WWTP is a decrease of 0.6% (\$63.74/Ton to \$63.37/Ton) beginning May 1, 2024, from account 700-4050-7068-0000.

This contract is budgeted for in the current fiscal year and will be budgeted for accordingly in the next fiscal year.

The cost to prepare this report is estimated at \$350.

**Recommended Action:**

Award a services contract with Synagro West LLC for a term of three years with an option to extend for two additional years at a rate of \$63.37/ton with an annual CPI.

**Attachments:**

- A. Sludge Hauling Services RFP.
- B. Proposal by Synagro West LLC dated February 8, 2024.
- C. Delegation of Authority by Synagro for Contract Execution.
- D. Agreement for Services by Independent Contractor.