



AGENDA ITEM REPORT

DATE: October 16, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Annual Residential Used Sharps Depository Program - Countywide

I. MOTION REQUESTED

A) Award Invitation to Bid No. B180355JJB, Annual – Residential Used Sharps Depository Program, to MWaste, Inc., the responsible bidder with the lowest responsive bid, for an period of one year, as approved in the departments' annual adopted budgets.

B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

C) Grant the Director of Procurement Management the authority to negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract, and to execute all associated documents, with County Administration's approval, as approved in the departments' annual adopted budget, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Awards a contract to MWaste, Inc. to furnish, deliver, collect, transport and dispose of sharps containers from various Lee County locations for an initial period of one year with the option to renew for three additional one-year periods. Total expenditures for these products and services during Fiscal Year 2016-2017 were approximately \$47,975.01.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On July 10, 2018, Procurement Management advertised Invitation to Bid No. B180355JJB, Annual - Residential Used Sharps Depository Program on behalf of the Board of County Commissioners. On the bidding deadline of August 9, 2018, Procurement Management received three bids. After conducting an analysis on the bid submissions, staff recommends making an award to MWaste, Inc. as the lowest responsive, responsible bidder meeting all specification requirements. These products and services are budgeted annually within the Lee County Solid Waste budget.

Total expenditures for these products and services during Fiscal Year 2016-2017 were approximately \$47,975.01.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be as needed and within the departments' annual approved, adopted budgets.	

- V. RECOMMENDATION**
Approve
- VI. TIMING/IMPLEMENTATION**
- VII. FOLLOW UP**

ATTACHMENTS:

Description	Upload Date	Type
MWaste Vendor Signed Contract	9/26/2018	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	10/1/2018 - 11:46 AM
Budget Services	Henkel, Anne	Approved	10/2/2018 - 4:02 PM
Budget Services	Winton, Peter	Approved	10/2/2018 - 4:29 PM
County Attorney	Lira, Louis C.	Approved	10/5/2018 - 11:24 AM
County Manager	Brady, Christine	Approved	10/8/2018 - 9:59 AM