



AGENDA ITEM REPORT

DATE: January 16, 2024
DEPARTMENT: Solid Waste
REQUESTER: Douglass Whitehead
TITLE: Approve Piggyback for Consulting Services for Solid Waste Reduction and Recycling

I. MOTION REQUESTED

A) Approve Piggyback No. PB230038CJV to utilize pricing on the Pinellas County Services Agreement, Contract No. 22-0644-P, for the purchase of Solid Waste and Waste Diversion Consulting Services, on an as-needed basis, through the contract expiration date of April 11, 2028, and any renewals or extensions approved by Pinellas County, 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 County Manager or designee the authority to renew the contract for up to two (2) additional years and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

II. ITEM SUMMARY

Approves piggyback use of the Pinellas County Contract for Solid Waste Consulting Services on an as-needed basis for services including development and analysis of existing recycling programs and their efficiency. These programs include, but are not limited to, new material markets, outreach and education, waste audits, and performance analysis. FY23 actual expenditure for these services was \$17,117; FY22 was \$126,603; FY21 was \$99,619.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 On September 4, 2018, the Board of County Commissioners approved Piggyback No. PB180453JJB Consulting Services-Solid Waste Reduction and Recycling Programs to utilize pricing on Pinellas County's Contract No. 167-0463-P(LN) for solid waste consulting services, which expired on February 28, 2023. Lee County Solid Waste submitted a request to Procurement Management to piggyback the existing Pinellas County Contract No. 22-0644-P, which underwent a market analysis and was found to be cost-effective when compared with like services offered by competing industry firms. Approval of Piggyback No. PB230038CJV allows the County to utilize the contract for pricing and technical assistance with solid waste and recycling programs, contract development, program evaluation, waste audits, studies, and market evaluations. Procurement Management reviewed the contract and determined it is available for piggyback.
- B) Policy Issues
 Approves piggyback use of Pinellas County Contract for Solid Waste Consulting Services on an as-needed basis. Services include analyzing existing recycling programs, expansion of solid waste management and recycling, the feasibility of new solid waste programs, and providing the department assistance with planning, developing, and implementing new projects such as new material markets, outreach and education, waste audits, and performance analysis. FY23 actual expenditure for these services was \$17,117; FY22 was \$126,603; FY21 was \$99,619.
- 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?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: 40100 Program: Solid Waste Project: PB230038CJV Account Strings: OB5340440100	
G)	Fund Type?	Enterprise

H)	Comments: Expenditures will be on an as-needed basis. FY23 actual expenditure: \$17,117 FY22: \$126,603 FY21: \$99,619
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V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Agreement_Piggyback_Purchase_Executed	11/20/2023	Agreement
Services_Agreement_Executed	1/3/2024	Agreement
Market Analysis	1/4/2024	Backup Material
Signature Authority	1/4/2024	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Solid Waste	Tucker, Mary	Approved	1/4/2024 - 1:50 PM
Solid Waste	Whitehead, Douglass	Approved	1/4/2024 - 1:51 PM
Budget Services	Guttery, Angela	Approved	1/5/2024 - 11:27 AM
Budget Services	Winton, Peter	Approved	1/5/2024 - 12:30 PM
County Attorney	Swindle, Amanda	Approved	1/5/2024 - 1:37 PM
County Manager	Brady, Christine	Approved	1/8/2024 - 1:32 PM