TO: Mayor Shaun Sipma  
Members of the City Council  

FROM: Jason Sorenson, Assistant Public Works Director  

DATE: January 27, 2022  

SUBJECT: HHW AND E-WASTE COLLECTION (PROJECT NUMBER 4679)  

I. RECOMMENDED ACTION  

1. Recommend council award the bid to Clean Harbors Environmental for HHW and ND E-Waste LLC for e-waste for the 2022-2023 collection contracts.  
2. Recommend council authorize the Mayor to sign contracts on behalf of the city.  

II. DEPARTMENT CONTACT PERSONS  

Dan Jonasson, Director of Public Works 857-4140  
Jason Sorenson, Assistant Director of Public Works 857-4140  

III. DESCRIPTION  

A. Background  
Each year the City holds household hazardous waste and electronic waste collection events. This helps us divert thousands of pounds of hazardous waste and electronic waste from our landfill. The event is held indoors at the Public Works facility, where residents simply drive in, present a water bill for residency verification, and crews unload unwanted paints, stains, cleaning products, computers, etc.  

B. Proposed Project  
On January 27, 2022, bids were received for the collection and disposal of our yearly household hazardous waste (HHW) and Electronic (E-Waste) collection events. This contract is bid for a two (2) year collection term. There were two bidders, and the tabulation is as follows:  

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Collection</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clean Harbors Environmental</td>
<td>HHW</td>
<td>$45,864.28 per event</td>
</tr>
<tr>
<td>North Dakota E-waste, LLC</td>
<td>E-waste</td>
<td>$9,550.00 per event</td>
</tr>
</tbody>
</table>

Consultant Selection  
N/A  

IV. IMPACT:  

A. Strategic Impact:  
This is generally a popular event and is well utilized. It is a great opportunity to divert materials from the landfill that would otherwise get thrown in with regular trash.  

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B. Service/Delivery Impact:
   N/A

C. Fiscal Impact:

   Project Costs

   The bid prices are based on a price per pound using approximate quantities. Each
   contractor is to monitor the amount of waste they have collected and notify the City
   upon nearing the funding cap so the City can decide as to whether to continue
   collecting or not.

   Project Funding
   Funding for this project is budgeted in the 2022 Landfill budget in the amount of
   $90,000 for both waste streams.

V. ALTERNATIVES
   N/A

VI. TIME CONSTRAINTS
   N/A

VII. LIST OF ATTACHMENTS
   N/A