



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: September 1, 2016
MEMO TO: S. Michael Rummel, Chair
Finance and Administrative Committee
FROM: John E. Nelson
Director of Operations and Infrastructure

Agenda Item# 8.3

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract to Purchase Pet Waste Pick-Up Bags to Zero Waste USA, San Diego, California, in an amount not to exceed \$20,757.60 for the 3-year period from October 9, 2016, through October 8, 2019.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: The District purchases approximately 720,000 pet waste bags annually. Based on the lowest qualified bid price of \$0.00961 per bag, the estimated annual cost of pet waste bags will be \$6,919.20. The FY2016-17 Budget in the General Fund includes \$12,000 for Grounds Maintenance operations for these operating supplies (15523800-643000-50001).

BACKGROUND: The District provides dog waste removal bags, dispensers and waste receptacles at the four (4) Dog Exercise Areas as well as a few other locations. The bags are currently purchased under a three-year contract effective through October 8, 2016 at the price of \$0.0145 per bag. Purchasing staff recently solicited bids for a new three-year contract that will be effective from October 9, 2016 through October 8, 2019, with the reserved right to renew the contract for two additional one-year extensions at the District's discretion. Based on the estimate of 720,000 bags per year for three years, the total bid prices for the seven (7) bids received are:

	<u>TOTAL BID</u>
Zero Waste USA, San Diego, California	\$20,757.60
Focus Poly, Inc., Elk Grove Village, Illinois	\$23,760.00
Whitco, McKinney, Texas	\$28,728.00
PWD Systems LLC, St. Louis, Missouri	\$29,160.00
Cygany, Inc., Houston, Texas	\$48,600.00
ProPet Distributors, Inc., Orlando, Florida	\$60,480.00
Absolute Supply, Inc., Rockdale, Illinois	\$66,960.00

Zero Waste USA has been the District's supplier for the last five years and is the recommended lowest qualified bidder.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance and Corporate Counsel

PRESENTER: John E. Nelson

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT TO ZERO WASTE USA FOR
PET WASTE PICK-UP BAGS**

WHEREAS, the Lake County Forest Preserve District (the "District") has advertised in The News Sun for sealed bids to purchase Pet Waste Pick-Up Bags (the "Bags"); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on July 27, 2016 at 10:00 a.m.; and

WHEREAS, it is efficient and in the District's best interest to solicit bids and approve a contract with the lowest responsible bidder for the purchase of the Bags that will be needed over the course of the next three years; and

WHEREAS, the District's estimated annual usage is 720,000 bags; and

WHEREAS, the District will spend approximately \$21,000.00 over the three year period of the contract from October 9, 2016 through October 8, 2019; and

WHEREAS, bids were received in the following amounts from the following bidders:

	<u>TOTAL BID</u>
Zero Waste USA, San Diego, California	\$20,757.60
Focus Poly, Inc., Elk Grove Village, Illinois	\$23,760.00
Whittco, McKinney, Texas	\$28,728.00
PWD Systems LLC, St. Louis, Missouri	\$29,160.00
Cygany, Inc., Houston, Texas	\$48,600.00
ProPet Distributors, Inc., Orlando, Florida	\$60,480.00
Absolute Supply, Inc., Rockdale, Illinois	\$66,960.00

WHEREAS, the District's staff; the Purchasing Manager; the Director of Operations and Infrastructure, and the Finance and Administrative Committee have reviewed the bids and recommend that the Board of Commissioners find Zero Waste USA, to be the lowest responsible bidder for the Bags; and

WHEREAS, the Board of Commissioners hereby finds Zero Waste USA, is the lowest responsible bidder for the Bags;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois THAT:

Section 1. Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2. Award of Contract. The bid submitted by Zero Waste USA in the amount of \$20,757.60 (the "Contract Price") is hereby accepted and a Contract for the Bags is hereby awarded to Zero Waste USA.

Section 3. Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Bags in the amount of the Contract Price.

Section 4. Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 5. Renewal. The Executive Director of the District is hereby authorized to renew the Contract for up to two additional one-year periods pursuant to and in accordance with the Contract terms, provided that Zero Waste USA is not in default at the time of such renewal.

Section 6. Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2016

AYES:

NAYS:

APPROVED this ____ day of _____, 2016

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____