



MEMORANDUM

Date: September 3, 2025

To: Honorable Mayor and Commissioners

Via: Brian Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Lucas Torres-Bull
Procurement Manager

Subject: **File ID 25-4324 - Approving staff's recommendation to award a contract to , Waste Management Inc. of Florida for Solid Waste Transportation, Disposal, and Recycling Services (in response to RFP #25-016) for an initial term of two (2) years from effective date; Authorizing the City Manager, or their designee, to negotiate and execute the Agreement and all associated documents, upon consent of the City Attorney.**

Introduction

Staff recommends that the Mayor and Commission approve a resolution authorizing the City Manager or designee to enter contract negotiation and execute an agreement with Waste Management Inc. of Florida, for the services of Solid Waste Transportation, Disposal, and Recycling Services deriving from RFP 25-016, upon consent of the City Attorney.

Background

On June 19, 2025, the City issued RFP #25-016 ("Solid Waste Transportation, Disposal, and Recycling Services") in accordance with City of Key West Procurement Ordinance and Florida competitive solicitation requirements. The RFP was publicly noticed in *The Citizen* newspaper and posted on the DemandStar electronic procurement portal.

A response period of thirty-six (36) calendar days was provided to ensure full and open competition, in compliance with best procurement practices. On July 23, 2025, sealed proposals were publicly opened at the City Clerk's Office. The City received one (1) responsive proposal from:

- Waste Management Inc. of Florida

The firm submitted a comprehensive proposal that included base service rates for transportation and disposal as well as proposed host fees, in compliance with the RFP's scope of work. The evaluation confirmed that the firm's submittal met all material requirements, including technical specifications, service capacity, and regulatory compliance.

The City was provided the following Base Rate and Host Fees for Transportation and Disposal from Waste Management Inc, of Florida:

Exhibit B

BASE RATE AND HOST FEES FOR TRANSPORTATION AND DISPOSAL OF ACCEPTABLE WASTE AND WASTE TIRES

Base Rate for Acceptable Waste Primary Facility			
1	Municipal Solid Waste (MSW/garbage)	\$ 128.70	per ton
2	Construction and Demolition Debris (C&D)	\$ 128.70	per ton
3	Yard Trash	\$ 81.00	per ton
4	White Goods/Metal	\$ 0.00	per ton
5	Waste Tires	\$ 447.30	per ton
Base Rate for Acceptable Waste Secondary (Back up) Facility			
1	Municipal Solid Waste (MSW/garbage)	\$ 139.50	per ton
2	Construction and Demolition Debris (C&D)	\$ 139.50	per ton
3	Yard Trash	\$ 85.50	per ton
4	White Goods/Metal	\$ 0.00	per ton
5	Waste Tires	\$ 447.30	per ton
Fuel Rate Component Primary Facility			
1	Municipal Solid Waste (MSW/garbage)	\$ 14.30	per ton
2	Construction and Demolition Debris (C&D)	\$ 14.30	per ton
3	Yard Trash	\$ 9.00	per ton
4	White Goods/Metal	\$ 0.00	per ton
5	Waste Tires	\$ 49.70	per ton
Fuel Rate Component Secondary (Back Up) Facility			
1	Municipal Solid Waste (MSW/garbage)	\$ 15.50	per ton
2	Construction and Demolition Debris (C&D)	\$ 15.50	per ton
3	Yard Trash	\$ 9.50	per ton
4	White Goods/Metal	\$ 0.00	per ton
5	Waste Tires	\$ 49.70	per ton

Given the absence of competing proposals, Waste Management's submission was evaluated under the established principles of responsibility, responsiveness, and price reasonableness to ensure that the proposed contract represents fair market value and safeguards the City's fiscal interests. While the City retains the option to re-advertise the solicitation in an effort to encourage additional competition, such action would create a substantial risk of service interruption, thereby leaving the City without the essential solid waste services required to maintain public health, safety, and regulatory compliance.

Procurement

The proposed agreement with Waste Management Inc. of Florida establishes service rates for transportation, disposal, and recycling of municipal solid waste on a per-ton basis. Because the City's total annual tonnage of waste requiring transportation, disposal, and recycling fluctuates from year to year, the total contract value cannot be precisely determined at this time.

Instead, the contract is structured as a unit-price agreement, wherein the City is invoiced based on the actual tons of material transported, disposed of, or recycled each billing cycle. This framework ensures that the City pays only for the services actually rendered and mitigates the risk of overpayment.

Funding for these services has been appropriated in the City's FY 2025-26 Budget, under the Solid Waste Enterprise Fund (Account Number 4033405-5343400 – Other Contractual Services). Actual expenditures will be contingent upon waste generation volumes during the contract term.

Recommendation

Staff respectfully recommends that the Mayor and City Commission:

1. Approve by Resolution the award of RFP #25-016 to Waste Management Inc. of Florida for Solid Waste Transportation, Disposal, and Recycling Services for an initial two (2) year term commencing upon contract execution; and
2. Authorize the City Manager, or designee, to negotiate, finalize, and execute the Agreement and any associated documents, subject to review and approval of the City Attorney for legal sufficiency; and
3. Approve such administrative actions, budgetary adjustments, or contract modifications as may be necessary to implement the agreement within the approved budget framework.

This action ensures continuity of essential solid waste operations for the City of Key West, mitigates legal and financial risks associated with service disruption, and secures a vendor with demonstrated capability and regulatory compliance.

Attachments:

Resolution

Cover Memorandum

RFP 25-016 – Solid Waste Transportation, Disposal, and Recycling Services

Bid Memo

Proposal – Waste Management Inc. of Florida

