



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Bogdan Vitas, City Manager
E. David Fernandez, Asst. City Manager - Operations

FROM: Jay Gewin, Utilities Manager

DATE: May 8, 2013

RE: **Approving a One Year Extension to the City's Solid Waste Consulting Contract with Kessler Consulting**

ACTION STATEMENT:

This resolution will approve a one year extension to the City's solid waste consulting contract with Kessler Consulting. The original contract was for a three year term with two additional one-year options permitted. This represents the first of the two one-year options.

BACKGROUND:

At its April 6, 2010 meeting, the City Commission ranked Kessler Consulting as the top ranked firm to serve the City as a solid waste consultant. (Resolution 10-133) A three year contract with two additional one year options with Kessler was subsequently approved via Resolution 10-186.

Kessler Consulting was tasked with writing the City's Solid Waste Master Plan, which analyzed the City's solid waste utility, its contracts for curbside and hauling/disposal, the composition of our waste stream, and proposed improvements that would increase the City's low recycling rate. The City Commission has approved the implementation of the phase I objectives from the Master Plan. (Resolution 12-253)

PURPOSE AND JUSTIFICATION

At its May 7th City Commission meeting, a task order was approved for Kessler Consulting to draft the RFP and contract for the new curbside solid waste/recycling contract. In order to implement this task order, the contract must be extended for a year beyond the current June 16, 2013 expiration date.

Key to the Caribbean – Average yearly temperature 77° F.

City Staff has been very satisfied with the performance of Kessler Consulting to date. Their expertise has proven very useful for the City, and we are beginning to now implement their phase I objectives from the Master Plan.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can decline this task order. This option is not recommended by staff, as the City will need to be able to utilize Kessler Consulting to draft the RFP and contract documents for the upcoming solid waste/recycling curbside contract.
2. The City Commission can approve this task order from Kessler Consulting, Inc. Kessler Consulting offers a tremendous amount of expertise in solid waste and recycling that the City can utilize to generate a RFP for curbside solid waste/recycling/yard waste that will create a new service contract that will help increase our recycling rate.

FINANCIAL IMPACT:

There is no cost to this contract extension. Fees are paid to the consultant based on approved task orders. Approval of this contract will allow the City to proceed with the \$40,000 task order to draft RFP/contract documents for the City's curbside solid waste and recycling contract.

RECOMMENDATION:

Staff recommends that the City Commission select option 2, the approval of a one year extension to the City's contract with Kessler consulting.