


CITY COUNCIL ACTION REQUEST

Department(s) Finance	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	Coordination City Attorney's Office; City Manager's Budget Office; Environmental Services Department; Public Works Department	Dept. Approval /s/ Drew Corbett
Council District(s) Citywide			CMO Approval  12/4/2024

SUBJECT: Actions Related to the Purchase Orders with Safety-Kleen Systems, Inc. for Aqueous Parts Washer Rental and Recycling of Hazardous Waste

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to exercise up to six one-year options to extend the term of the purchase orders with Safety-Kleen Systems, Inc. (Norwell, MA) for aqueous parts washer rentals and recycling of hazardous waste with the last option ending on or about July 31, 2031, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION

The Public Works Department and Environmental Services Department repair and service City-owned equipment, including vehicles and heavy machinery. Byproducts of these services include hazardous waste, such as fluids, solids, and aerosols. Aqueous parts washers along with hazardous fluid waste recycling and disposal services are necessary to remove contaminants from equipment and ensure hazardous waste materials are disposed of properly in compliance with applicable regulations.

In May 2024, a competitive Request for Quotes was released by the Finance Department to procure these services. The Request for Quotes provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. One responsive bid was submitted and no protests were received. The sole bidder qualified for the City's local business preference. Staff awarded to Safety-Kleen Systems, Inc. as the sole responsive and responsible bidder pursuant to the bidding procedures of the San José Municipal Code Section 4.12.310B(1) under the City Manager's authority. Purchase orders for the initial term of 8/1/24-7/31/25 were executed under the City Manager's authority limit of \$350,000 (two purchase orders totaling \$230,000). Additional options would exceed the \$350,000 City Manager's authority limit. The option period for August 1, 2025 to July 31, 2026, is estimated to have a total cost not-to-exceed \$260,000, and future options would be subject to appropriation. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.

COMMISSION RECOMMENDATION AND INPUT

The Treatment Plant Advisory Committee will consider this item on December 12, 2024. A supplemental memorandum with the committee's recommendation will be included in the amended December 17, 2024 City Council meeting agenda.

COST AND FUNDING SOURCE

The recommended actions relating to the purchase orders of \$260,000 will be funded by the PW Non-Personal/Equipment appropriation in Vehicle Maintenance & Operation Fund (\$230,000) and the ESD Non-Personal/Equipment appropriation in the San José-Santa Clara Treatment Plant Operating Fund (\$30,000).

FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance – Purchasing and Risk Management, at Albie.Udom@sanjoseca.gov.