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FINANCE DEPARTMENT  
100 N. APPLETON STREET  
APPLETON, WI 54911

## MEMO

**To:** Chairperson Kathy Plank and Members of the Finance Committee

**From:** Jeff Fait, Purchasing Manager

**Date:** November 26, 2018

**Re:** Recommendation to Award Contract for Front-Load Solid Waste Trash Disposal to Advanced Disposal Services

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### Background

The City requires front-load trash dumpster service at City facilities and parks. The current city-wide contract, awarded to Advanced Disposal in 2014, expires on December 31, 2018. The proposed new contract would be for a base term of five years, with one additional two year extension possible. The projected annual cost of these services is \$22,536.

### RFQ Process and Contract Details

A Request For Quotations (RFQ) was issued to the three known regional providers of this service. Quotes were received from Advanced Disposal (Chilton) and Van's Waste (Little Chute). Projected annual costs were \$22,536 (Advanced Disposal) and \$24,804 (Van's Waste). The Advanced Disposal quotation includes firm pricing for the first two years (2019-2020) and maximum price adjustments based on the Consumer Price Index for years 2021-2023. A possible two-year extension period is available at the option of the City.

### Conclusion

The service received from Advanced Disposal in recent years has been acceptable, reliable and free of any additional fees that are typical in the industry. Their quotation offers lowest cost, price stability for future years and best value for this important service. Therefore, I recommend and request approval of this contract award to Advanced Disposal Services.

If you have any questions regarding this recommendation, please contact Jeff Fait at 832-6311. Thank you for your consideration.