

Finance and Administration Services Department  
**PURCHASING DIVISION**

115 S Andrews Avenue, Room 212, Fort Lauderdale, Florida 33301 | 954-357-6066 | FAX 954-357-5835 | [broward.org/Purchasing](http://broward.org/Purchasing)

## AWARD/REJECTION AUTHORITY MEMORANDUM

**OPN2127382B1 – Household Hazardous Waste Collection And Disposal**

### ☒ RECOMMENDATION FOR AWARD

Vendor(s): Clean Harbors Environmental Services, Inc.  
VC00113385

Contract Type: ☐ Fixed <sup>[1]</sup> ☒ Open-End

Basis of Award: ☒ Low ☐ Responsive ☐ Responsible  
☐ Split <sup>[2]</sup> ☐ Multiple <sup>[3]</sup> ☐ Single <sup>[4]</sup>

Fixed Award Amount: N/A

OR

Initial Three-Year Term Award Amount: \$772,447.50

Potential Five-Year Award Amount: \$1,287,412.50

### AWARD JUSTIFICATION

☒ Price Analysis ☐ Clarification ☐ Waiver <sup>[5]</sup>

### ☐ RECOMMENDATION TO REJECT <sup>[6]</sup>

Vendor(s): N/A

### REJECT JUSTIFICATION

- ☐ Does not meet specifications: N/A
- ☐ Single Bidder: pricing not fair/reasonable N/A
- ☐ Non-responsive (did not conform to any/all material aspects of solicitation): N/A
- ☐ Non-responsive: N/A
- ☐ Other Reason: N/A

### OPEN-END CONTRACT TERM(S) OR ☐ N/A (Fixed Contract)

Initial Term <sup>[7]</sup>: 01/12/2024 – 01/11/2027

Number of Renewal Option(s): Two (2)

Potential Contract Duration: Five (5)

Note: Term shall begin on date after expiration of current Contract

### P-CARD

P-Card not applicable for this contract ☐

Vendor(s): Clean Harbors Environmental Services, Inc.

Accepts: ☐ Yes ☒ No

### ADDITIONAL INFORMATION

The purpose of this contract is to secure an open-end contract to furnish of all labor, materials, equipment, services, and incidentals to provide household hazardous waste collection and disposal services for the Solid Waste and Recycling Services Division, in the initial three-year estimated amount of \$772,447.50, and authorize the Director of

<sup>1</sup> In accordance with the Internal Control Handbook, Page 216, Chapter 10, Section G, Repairs, if a firm fixed price is not available for equipment repair, a unit must be taken to a repair shop for disassembly and determination of repair costs, and repair. (2006)

<sup>2</sup> Award different line item or group to more than one Bidder.

<sup>3</sup> Award same line item or group to more than one Bidder. (i.e., Primary, Secondary, Tertiary, etc.)

<sup>4</sup> Sole Source/Sole Brand, Reasonable Source, Emergency, and Single Bids over \$100,000 must be added to the monthly activity report to the Board of County Commissioners, and a copy of this Award Rejection Authority Memorandum should be uploaded to your final PO or Procurement Contract.

<sup>5</sup> Pursuant to Procurement Code, Section 21.37, a minor or non-substantive lack of conformity may be considered a technicality or irregularity and may be waived by the Director of Purchasing.

<sup>6</sup> Pursuant to Procurement Code, Section 21.39, after all responses are open, any or all responses may be rejected by the Director of Purchasing, provided, however, that only the Board may reject all responses to a solicitation where the issuance of the solicitation was approved by the Board.

Purchasing to renew the contract for two one-year periods, for a potential five-year estimated amount of \$1,287,412.50.

Exhibit 1  
Page 2 of 4

The Office of Economic and Small Business Development did not establish County Business Enterprise (CBE) goals for this procurement because there are no subcontracting opportunities and no certified CBE contractors available to provide these services.

Solicitation No. OPN2127382B1 Household Hazardous Waste Collection And Disposal was advertised on November 2, 2023 through November 20, 2023. Three responses were received from Clean Harbors Environmental Services, Inc., MXI Environmental Services LLC, and Vexean Cleaning Service LLC.

Clean Harbors Environmental Services, Inc. was determined as the low vendor. In review of the Clean Harbors Environmental Services, Inc. bid submittal, notes were made by the vendor and found to be non-conforming to the bid specifications. Notice was sent to Clean Harbors Environmental Services, Inc. and the vendor has agreed to rescind their comments.

The prices submitted by the recommended vendor Clean Harbors Environmental Services, Inc. have been determined to be fair and reasonable when compared to the AGENCY initial estimate and previous contract pricing.

The Solid Waste and Recycling Services Division has reviewed the bid submitted by Clean Harbors Environmental Services, Inc. and concurs with the recommendation for award. Two vendor performance evaluation has been completed for Clean Harbors Environmental Services, Inc.; they have an overall rating of 4.96 out of a possible rating of 5.0.

The Risk Management Division reviewed and approved the Certificate(s) of Insurance for the recommended vendor.

Incumbent: Clean Harbors Environmental Services, Inc., Contract Number and Title: Contract No. OPN2120943B1\_1, Household Hazardous Waste Collection and Disposal, Contract Term: January 12, 2021 through January 11, 2024, Expenditures to date: \$1,034,969.47

SOLICITATION METHOD

☒ Invitation for Bid

☐ Request for Quote

☐ Emergency <sup>[4]</sup>

☐ Piggyback <sup>[4]</sup>  
[Insert Piggyback Contract No.]

☐ Sole Brand <sup>[4]</sup>

☐ Sole Source <sup>[4]</sup>

☐ Only Source <sup>[3]</sup>

Date Notice posted: \*[Insert Date]  
(\*Applies to Sole Brand, Sole Source and/or Most Reasonable Source)

Responses: Yes ☐ No ☐  
(If Yes, Director of Purchasing and/or Designee final Designation Date):  
\*[Insert Date]

☐ Standardized by:

☐ Board: [Insert Date & Item No.]

☐ Director of Purchasing: [Insert Date]

SOLICITATION INFORMATION

Client Agency: Solid Waste and Recycling Services Division

Requisition ID: SWR0001669

Folder No: OPN2127382B1

Solicitation No: N/A  
(For Informal Quotes Only)

Posted on: 11/02/2023

Opened on: 11/20/2023

Number of Responses: 3

Number of Declinations: 0

**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT (OESBD)**

OESBD has reviewed this solicitation and determined:

- ☐ This firm is a certified [Small Business Enterprise (SBE)/County Business Enterprise (CBE)], and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract.
- ☐ This firm met the [County Business Enterprise (CBE)/Disadvantaged Business Enterprise (DBE)], goal requirements and/or demonstrated Good Faith Effort, and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract.
- ☐ This firm met the assigned Airport Concession Disadvantaged Business Enterprise (ACDBE) participation goal, and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract.
- ☒ It should be solicited to open market with no assigned goals.
- ☐ This project has been designated a sole source/sole brand, or reasonable sole source/brand, Qualified Vendors List (QVL), emergency or piggyback, therefore, this project is not subject to the OESBD requirements.
- ☐ Due to no responses received from SBE vendors during the original solicitation, this solicitation was re-bid to the open market. Per OESBD, no goals were applied to the re-solicitation.
- ☐ This is an Informal Quote. A review for SBE/CBE vendors was conducted through the CBE/DBE Directory for potential vendors.

**WHAT APPROVAL ACCOMPLISHES <sup>[8]</sup>**

- ☐ In accordance with the Broward County Procurement Code, Section 21.47.(b)(1), the Director of Purchasing may award solicitations in an amount not exceeding \$500,000, inclusive of the value of any renewals or extensions.
- ☒ In accordance with the Broward County Procurement Code, Section 21.47.(b)(2), the Director of Purchasing may award bids in any amount over \$500,000, inclusive of any extensions or renewals, contingent upon no bidder has been determined to be non-responsive or non-responsible, no protests have been filed, and more than one bidder has submitted a response, and further provided that no Commissioner has expressed an objection within five (5) days after receiving notice of intended award from the Purchasing Division.
- ☐ In accordance with the Broward County Procurement Code, Section 21.37.(b), Waiver of Technicality, a lack of conformity as to an issue of responsiveness that is nonsubstantive in nature may be considered a technicality or irregularity that may be waived by the Director of Purchasing.
- ☐ In accordance with Broward County Procurement Code, Section 21.39 Rejection After Bid Opening, any or all responses may be rejected by the Purchasing Director or designee, including those bids in which there is only one (1) responsive vendor.

**APPROVAL AUTHORITY**

Title: Purchasing Agent		Title: Purchasing Manager	
<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> DISAPPROVE	<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> DISAPPROVE
<b>Shamar Brissett</b> <small>Digitally signed by Shamar Brissett Date: 2024.01.02 13:45:03 -05'00'</small>		<b>Jose Hidalgo</b> <small>Digitally signed by Jose Hidalgo Date: 2024.01.02 13:53:48 -05'00'</small>	
(Signature & Date)		(Signature & Date)	

<sup>8</sup> The Award/Rejection Authority Memorandum must be signed by the appropriate authority prior to Recommendation for Award (RFA) posting in accordance with the most recently

Title: Assistant Director of Purchasing		Title: Director of Purchasing	
		Exhibit 1 Page 4 of 4	
<input type="checkbox"/> APPROVE	<input type="checkbox"/> DISAPPROVE	<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> DISAPPROVE
		Robert Gleason <small>Digitally signed by Robert Gleason Date: 2024.01.15 17:13:06 -05'00'</small>	
(Signature & Date)		(Signature & Date)	

ATTACHMENTS

☒ Bid Tab

☒ OESBD Document

☒ Using Agency Concurrence

☒ Certificate of Insurance

☒ Price Analysis

☐ Sole Source

☐ Sole Brand

☐ Purchasing Agent Report

☐ Board or County Administrator Approved  
Emergency Memo

☐ Other