

W. S. F. J.

## AGENDA COVER MEMO

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**DATE:** September 6, 2006  
**TO:** Lane County Board of Commissioners  
**DEPARTMENT:** Public Works  
**PRESENTED BY:** Patti Hansen, Division Manager  
Chad Ficek, Special Waste Specialist  
Waste Management Division

**IN THE MATTER OF RATIFYING THE COUNTY ADMINISTRATOR'S AUTHORITY TO EXECUTE THE FIRST OF TWO, ONE-YEAR RENEWALS AND DELEGATING TO THE COUNTY ADMINISTRATOR AUTHORITY TO EXECUTE THE SECOND OF TWO, ONE-YEAR RENEWALS TO THE HAZARDOUS WASTE DISPOSAL CONTRACT WITH PHILIP SERVICES CORPORATION, AND INCREASING THE ESTIMATED AMOUNT OF THE CONTRACT.**

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### **I. MOTION**

**MOVE TO RATIFY THE COUNTY ADMINISTRATOR'S AUTHORITY TO EXECUTE THE FIRST OF TWO, ONE-YEAR RENEWALS AND DELEGATE TO THE COUNTY ADMINISTRATOR AUTHORITY TO EXECUTE THE SECOND OF TWO, ONE-YEAR RENEWALS TO A CONTRACT WITH PHILIP SERVICES CORPORATION FOR HAZARDOUS WASTE DISPOSAL.**

### **II. ISSUE OR PROBLEM**

The hazardous waste disposal contract (WM 04/05-06) description brought before the Board in 2004 (Board order 04-8-4-5) did not include details of the two one-year renewal extensions allowed within the contract and described in the RFP documents. The documents describing the allowable time extensions were not included in the Board order/packet, and the RFP document was not attached, therefore the first of the two one-year time extensions signed by the County Administrator needs ratification, with an estimated purchase amount of \$78,000.00 in the 05/06 extension. In addition, the Board must delegate authority to the County Administrator to execute the second of two one-year renewals of WM 04/05-06 for 06/07, with an estimated amount of \$100,000 for that amendment period.

### **III. DISCUSSION**

#### **A. Background**

The hazardous waste disposal contract was passed by the board in 2004. Because of the success of the hazardous waste collection program, the Waste Management staff has increased the number of days of collection services at the Glenwood Transfer Site and also the number of mobile collections through out the county for households and businesses. Waste Management/Special Waste has also helped in the clean-up of the McVay Highway Site (now Sequential Biofuels) and other abandoned waste/hazardous sites in the County.

**B. Analysis**

Philip Services Corporation's contract for disposal of hazardous waste was a one year contract with two one-year extensions. The original contract had an estimated amount of \$71,000 for the first year of the contract. We are amending the contract to extend the term as provided for in the original agreement and reflecting an increase in the estimated amount for each extension term due to increased participation in the program by both households and businesses.

**C. Alternatives/Options**

The Board may approve or choose not to approve the ratification of County Administrator's execution of a first of two one-year renewals to WM 04/05-06, recognize an increase of the estimated amount to \$78,000 for that amendment, and approve or choose not to approve delegating to the County Administrator authority to execute the second of two one-year renewals of WM 04/05-06 with Philip Services Corporation for hazardous waste disposal services, with the estimated amount of \$100,000 for the third year.

**D. Recommendation**

I recommend approval of the Board Order, to ratify and approve the renewal of the hazardous waste disposal contract with Philip Services Corporation for 05/06 and 06/07.

**E. Timing**

None

**IV. IMPLEMENTATION/FOLLOW-UP**

None

**V. ATTACHMENTS**

Board Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

) IN THE MATTER OF RATIFYING THE COUNTY  
) ADMINISTRATOR'S AUTHORITY TO EXECUTE  
) THE FIRST OF TWO, ONE-YEAR RENEWALS  
) AND DELEGATING TO THE COUNTY  
) ADMINISTRATOR AUTHORITY TO EXECUTE  
) THE SECOND OF TWO, ONE-YEAR  
) RENEWALS TO THE HAZARDOUS WASTE  
) DISPOSAL CONTRACT WITH PHILIP SERVICES  
) CORPORATION, AND INCREASING THE  
) ESTIMATED AMOUNT OF THE CONTRACT.

**WHEREAS**, a contract was awarded to Philip Services Corporation in 2004 (WM 04/05-06) consistent with the terms of the County's request for proposal, to be renewed for two one-year increments upon review, and

**WHEREAS**, the text of the original Board Order 04-8-4-5 and information provided to the Board did not include details or clearly authorize County Administration execution of the two one-year renewals, and

**WHEREAS**, it continues to be in the best interest of the County that Philip Services Corporation perform these hazardous waste disposal services and that the one-year renewal terms be ratified and authorized.

**NOW THEREFORE IT IS HEREBY ORDERED**, the Board of County Commissioners does ratify the County Administrator's execution of the first one-year extension of the contract WM 04/05-06 with Philip Services Corporation for hazardous waste disposal, with an estimated amount of \$78,000 for 05/06.

**IT IS HEREBY FURTHER ORDERED**, the Board of County Commissioners delegates authority to the County Administrator to enter into a second one-year renewal agreement with Philip Services Corporation for hazardous waste disposal, with an estimated amount of \$100,000 for 06/07 and a total three-year contract estimated amount of \$249,000.

Adopted this \_\_\_\_ day of September, 2006.

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Bill Dwyer  
Chair, Lane County Board of Commissioners

APPROVED AS TO FORM  
Date 9-12-2006 Lane County

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OFFICE OF LEGAL COUNSEL