CONSENT CALENDAR
September 9, 2014

To: Honorable Mayor and Members of the City Council

From: Christine Daniel, City Manager

Submitted by: Scott Ferris, Director, Parks, Recreation and Waterfront

Subject: Contract: United Site Services of California, Inc. for Portable Toilet Rental and Service

RECOMMENDATION
Adopt a Resolution authorizing the City Manager or her designee to execute a contract and any amendments for the rental and service of portable toilet units from United Site Services of California, Inc., in an amount not to exceed $315,000 for a period of three years, with an option to extend for two 12-month periods for a total amount not to exceed $525,000.

FISCAL IMPACTS OF RECOMMENDATION
The Parks, Recreation & Waterfront Department has budgeted $73,373 in FY 2015 in the Parks Tax Fund (450-5803-450-3038) for ongoing rental and service of portable toilets in City parks, and $31,627 (010-5803-450-3038) for portable toilet rentals for the Day Laborers and as needed for certain special events.

Contract Management System No. DZM3W.

CURRENT SITUATION AND ITS EFFECTS
The current contract with Waste Management, Inc. for portable toilets in public areas of the City terminates on September 30, 2014. On May 6, 2014, the City issued a Request for Proposal for portable toilet rental and service and on May 22, 2014, the City received two proposals (Spec No. 13-10755-C). A review panel comprised of City staff identified United Site Services of California, Inc. as the most responsive proposal to the requirements specified by the RFP. City staff therefore recommends approval of a contract with United Site Services of California, Inc., to provide portable toilets to the City for a three year period.

BACKGROUND
Since 2008, the Parks, Recreation & Waterfront Department has contracted with Waste Management, Inc. for the rental and service of portable toilets placed in the City’s parks and special event locations. These units are located in heavily used parks that do not have appropriate alternative restroom facilities or the existing restrooms do not meet
American with Disabilities Act requirements. In May of 2014, City staff conducted a competitive RFP process to obtain proposals for a new contract.

ENVIRONMENTAL SUSTAINABILITY
United Site Services of California, Inc. uses several methods to reduce the impact of its operations on the environment, and therefore comply with the City’s environmental sustainability policies. To reduce **fuel usage and carbon emissions** in all service vehicles, United has installed an Automatic Idle limiter in all service vehicles that turns off the engine to automatically eliminate wasted idle time; their service vehicles use Low Sulfur Fuel to reduce sulfur dioxide emissions; the daily tire pressure is checked on all service vehicles to reduce fuel usage associated with under-inflated tires; and computer-based routing systems are used to manage routes with the lowest possible mileage. To reduce **electricity consumption**, United Site Services of California, Inc. has installed high-efficiency light bulbs throughout their facilities, they use “thin client” computing that reduces power use compared to full PC’s, and all new appliances & electronics are “Energy Star” certified. To eliminate the use of **harmful chemicals**, United Site Services of California, Inc. uses the following “green” materials in their portable toilets: formaldehyde-free toilet deodorizers; citrus-based, non-caustic, non-flammable cleaning solutions; refillable hand-pump dispensers instead of aerosol cans to eliminate harmful propellants and disposable cans; all materials are purchased in bulk packaging to eliminate waste; and toilet paper and paper towels are made from recycled paper.

RATIONALE FOR RECOMMENDATION
On May 22, 2014, the City received three proposals. A review panel comprised of City staff identified Waste Management, Inc. as the most responsive proposal to the requirements specified by the RFP.

ALTERNATIVE ACTIONS CONSIDERED
None

CONTACT PERSON
Roger Miller, Senior Management Analyst, 981-6704

Attachments:
1: Resolution
RESOLUTION NO. ##,###-N.S.

CONTRACT: UNITED SITE SERVICES OF CALIFORNIA, INC. FOR PORTABLE TOILET SERVICES

WHEREAS, the Parks, Recreation and Waterfront Department currently contracts for the rental and service of portable toilets in various City parks, other public areas and special events as needed; and

WHEREAS, the City does not have any alternatives to provide this service; and

WHEREAS, the existing contract with Waste Management, Inc. terminates effective September 30, 2014; and

WHEREAS, on May 6, 2014, the City issued a Request for Proposal for portable toilet rental and service, and received two proposals, and a review panel comprised of City staff identified United Site Services, Inc. as the most responsive proposal to the requirements specified by the RFP; and

WHEREAS, the Parks, Recreation & Waterfront Department has budgeted $73,373 in FY 2015 in Parks Tax Fund (450-5803-450-3038) for ongoing rental and service of portable toilets in City parks, and $31,627 (010-5803-450-3038) for portable toilet rentals for the Day Laborers and as needed for certain special events. Contract Management System No. DZM3W.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is hereby authorized to execute a contract and any amendments with United Site Services, Inc. in an amount not to exceed $315,000 for three years with an option to extend for two 12-month periods for a total amount not to exceed $525,000 for five years, subject to the City's annual budget appropriation process. A record of signed copy of said contract will be on file in the Office of the City Clerk.