

October 7, 2022



TO: CADA Board of Directors

SUBJECT: **October 14, 2022 Board Meeting**
AGENDA ITEM 7
SHORT-TERM EXTENSION OF CONTRACT WITH REPUBLIC SERVICE, INC.

CONTACT: Tara Gandara, Contracts and Office Manager
Merri Stutes, Resident Services Manager

RECOMMENDED ACTION: Staff recommends the Board adopt a resolution authorizing the Executive Director to enter into a second Amendment to the contract with Republic Services, Inc. to extend the contract by an additional 90 days.

BACKGROUND

On June 24 2022, the Board of Directors authorized the Executive Director to enter into a first Amendment to the contract with Republic Services, Inc. to extend the contract by up to 120 days.

Staff requires additional time to create the new bid documents for the new request for bid that captures more information about potential bidders so that staff can complete a more comprehensive service evaluation. Staff and CADA's attorney have nearly completed work on the preparation of a new bid package, but additional work is needed to finalize the bid documents and additional time is needed to advertise the bid package, receive and evaluate bids, and develop a recommendation for the Board. The bid package is being revised to capture additional information the team thinks is necessary to complete a more comprehensive service evaluation and select the best service provider to meet CADA's needs.

ANALYSIS

The Republic Services contract extension expires on October 31. To prevent an interruption in service while CADA revises and re-issues the bid package, receives bids, and prepares a recommendation to bring to the Board at the December meeting, staff is recommending the Board authorize staff to prepare, and the Executive Director to execute, a second amendment to the Republic contract that extends its expiration date from October 31, 2022 to January 31, 2023.

Staff will re-issue the bid package as soon as it has been finalized and approved by CADA's attorney.

POLICY ISSUES

The original Republic contract was valued at \$48,000 per year. Staff have reached out to Republic to ask them if they will agree to extend this contract at a rate of \$27,523 for the 90 additional days, based on the monthly rate agreed to for the earlier 120 day contract extension. As of this writing, we have not heard back from Republic, but anticipate they will agree to the current monthly rate. The

Executive Director's contract-signing authority is capped at \$50,000, and the 120 day extension exceeded that contract authority amount. Extending another 90 days will further exceed that amount, so further extending the contract requires Board approval.

FISCAL IMPACTS

Staff have discussed the recommended extension with Republic and what the extension will cost per month. Republic has agreed to extend this contract at a rate of \$9,147.04 per month, or \$27,523, for 90 additional days.

CONTRACT AWARD CONSIDERATIONS

Contracts with a value of more than \$50,000 or more require Board approval.

ENVIRONMENTAL CONSIDERATIONS

Not applicable. The proposed action is an administrative matter and is not a project subject to the guidelines of the California Environmental Quality Act (CEQA).

RESOLUTION NO. 22 – 38

Adopted by the Capitol Area Development Authority

October 14, 2022

**RESOLUTION AUTHORIZING THE SHORT-TERM EXTENSION OF THE
CONTRACT WITH REPUBLIC SERVICES, INC.**

WHEREAS, on June 24 2022, the Board of Directors authorized the Executive Director to enter into a first Amendment to the contract with Republic Services, Inc. to extend the contract by up to 120 days; and

WHEREAS, staff requires additional time to create the new bid documents for the new request for bid that captures more information about potential bidders so that staff can complete a more comprehensive service evaluation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that:

The Executive Director is hereby authorized to enter into a second Amendment to the contract with Republic Services, Inc. to extend the contract by up to 90 additional days.

Ann Bailey, Chair

ATTEST:

Tara Gandara
Secretary to the Board of Directors