



**CITY OF NEWARK
DELAWARE**

August 13, 2024

To: Honorable Mayor and Council

From: Tim Filasky, Director of Public Works and Water Resources *TF*
Jeff Martindale, Chief Procurement & Projects Officer *JM*
David Del Grande, Director of Finance *DD*

Via: Thomas Coleman, City Manager *TC*

Subject: Recommendation to Award a Contract Stemming from Invitation to Bid (ITB) No. 24-08 –
Furnishing Labor and Equipment for Yard Waste Processing

Background

Invitation to Bid No. 24-08 provides hourly pricing services of grinding and screening of our residential yard waste collections for a three-year period at the City's processing sites. Each year the curbside yard waste collection material will be ground and screened to turn the material into a topsoil like material.

Bid Process

The Purchasing Division advertised Contract 24-08 in The News Journal, posted ITB on the City website (www.newarkde.gov/bids) and delivered it via email to multiple vendors. Staff held a non-mandatory on-site pre-bid meeting on June 20, 2024, which one (1) vendor attended. On Tuesday, July 9, 2024, one (1) sealed bid was received via email and was opened at the 2:00 pm. Deadline. Pricing for the bid is as follows:

Holland Mulch Inc.

<u>Machine w/ Operator</u>	<u>Hourly Rate</u>	<u>Weekly Rate</u>
Wheel Loader (Volvo L90 or equivalent, min. 4 cu. yd. bucket)	\$ 100.00	\$ 3,000.00 (30 hours)
Horizontal Grinder (Morbark 7600 or equivalent)	\$ 550.00	\$ 16,500.00 (30 hours)
Screener (McCloskey 621 w/3/4" screen or equivalent)	\$ 200.00	\$ 6,000.00 (30 hours)
Excavator (Case CX2100 or equivalent)	\$ 145.00	\$ 4,350.00 (30 hours)
Tri Axle Dump/ Tractor w/ 100 cu. yd. Trailer	\$ 115.00	\$ 3,450.00 (30 hours)
Fees for Mobilization and Demobilization (including all permits for moving equipment)	\$ 500.00 per piece	

Estimated Cubic Yard per Hour Production For Horizontal Grinder: 350 cubic yards per hour

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Contractor Experience

Holland Mulch is the only responsible bidder for Contract No. 24-08 and was awarded the previous contract for Furnishing Labor & Equipment for Yard Waste Processing in 2019. They have successfully completed the work each year.

Funding

Funding for these services is available from the following source:

2024 Stormwater Division Operating Budget
Contractual Services – Yard Waste: \$40,000

Recommendation

I move that Council award a contract stemming from Invitation to Bid No. 24-08 (Furnishing Labor & Equipment for Yard Waste Processing) to Holland Mulch Inc. for an initial contract period beginning in 2025 and concluding in 2027 at the submitted unit pricing in an amount not to exceed the annual budgeted funding.