DATE: December 16, 2020

TO: Waste Management Authority Board

FROM: Wendy Sommer, Executive Director

BY: Pat Cabrera, Administrative Services Director

SUBJECT: Contract/Vendor Authorization

SUMMARY
On December 10, 2020, the Programs and Administration (P&A) Committee recommended that the Waste Management Authority (WMA) Board approve the contracts, vendors and/or spending authority as requested by staff.

DISCUSSION
By a vote of 11-0 (Kassan absent), the P&A Committee reviewed and recommended forwarding for approval new or augmented contracts, vendors and/or spending authority for Fiscal Year 2020-21. Those contracts/agreements are as follows:

Food Waste Reduction
- Spotify $25,000
- Digital radio advertising
- EffecTV $45,050
- Digital television advertising

Used Oil Recycling (Externally Funded)
- Spotify $25,000
- Digital radio advertising
- EffecTV $15,000
- Television Advertising

Household Hazardous Waste
- Spotify $  6,500
- Digital radio advertising
- EffecTV $15,000
- Digital television advertising

Information Systems (Overhead)
- CDW Government, Inc. $25,000

Additional authorization required for purchases of computer equipment needed due to the shelter in place order and increased teleworking.
Property Management (Altamont Properties) $80,000
TBD pending results from the request for proposals and subject to Executive Director approval.
Various repairs needed, including replacement of the perimeter fence at Parcel 6 as well as repairs needed at the North Flynn house.

The report submitted to the P&A Committee is available at the following link: Contract-Vendor-Authorization.pdf

RECOMMENDATION

That the WMA Board approve the contracts, vendors and/or spending authority listed in the staff report, as recommended by the P&A Committee.