

MEMORANDUM

July 9, 2013

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator *Eric*
David Parker, City Engineer/CIP Director
Brad Wilson, Project & Facilities Manager

SUBJECT: Consideration of Approval to Enter Into Contract Negotiations With Lambe + Associates LLC. For Design Services Regarding A New Permanent Household Hazardous Waste Facility (COF 2013-0106)

Purpose

The purpose of this memorandum is to provide information to the Board of Mayor and Aldermen (BOMA) to consider the approval for the City Engineer and Project Facilities Director to enter into negotiations for a design program for a permanent Household Hazardous Waste Facility.

Background

The City of Franklin Sanitation and Environmental Services Department (SES) currently provides a free service to Williamson County residents. Residents are able to drop-off batteries, oil, paint, antifreeze, and electronics (BOPAE) at the City of Franklin Transfer Station.

Previously, these items and other household hazardous waste items would only be accepted during the Household Hazardous Waste Collection days sponsored by Keep Williamson Beautiful and the Williamson County Solid Waste Department. The City of Franklin and Williamson County formed an inter-local agreement to make this service available to residents five days a week.

The City of Franklin Sanitation and Environmental Services Department currently operates a BOPAE drop-off service at the City Municipal Services Complex. The current BOPAE facility is in a covered shed and exposed to the elements, which is hard on both the personnel and equipment. The addition of a drop-off service for Household Hazardous Waste (HHW) to the existing BOPAE service works to address the improper disposal of household hazardous waste by educating the public to the hazards associated with the proper storage and disposal. It also provides them with a place to dispose of these materials properly and safely.

The City of Franklin already has land for this facility adjacent to the Sanitation and Environmental Services Administration offices at the Municipal Services Complex located on Century Court. This drop-off service would be available to all county residents, eventually offering to serve all counties of Tennessee. Currently, there are four similar facilities in the state: Knox County, Hamilton County, Davidson County and Shelby County. Upon completion of this facility, the existing batteries, oil, paint, anti-freeze and electronics (BOPAE) drop-off services will be combined with HHW at this location. This new, combined facility will provide improved service and convenience to the community.



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MEMORANDUM

A grant from the State of Tennessee Department of Environment and Conversation (TDEC) and funds from Williamson County will be used to offset expenses regarding the Design, Construction and/or Operational Setup of the Project.

The City issued a Request for Qualifications (RFQ) for architect/design services for the HHW facility. Notice of the RFQ was advertised on May 10, 2013 in the *Nashville Business Journal* and May 12th in the *Tennessean/Williamson AM*. Two statements of qualifications were received by the published deadline of June 5, 2013. Sanitation and Environmental Services and Facilities staff reviewed the qualifications including prior design work of this nature. Lambe + Associates was identified as having the qualifications which best met the City's needs for this project.

Financial Impact

On February 26, 2013, the Board of Mayor and Alderman accepted the Grant Contract with the State of Tennessee with the Department of Environment and Conversation for a HHW Facility. The grant is a non-matching grant that totals \$250,000 and Williamson County has committed an additional \$100,000 toward the project.

Recommendation

It is recommended that staff enter into negotiations with Lambe + Associates LLC. for the design of the City of Franklin Household Hazardous Waste Facility.

RESOLUTION 2013-44

A RESOLUTION FOR APPROVAL TO ENTER INTO NEGOTIATIONS WITH LAMBE + ASSOC. LLC. FOR DESIGN SERVICES REGARDING A NEW HOUSEHOLD HAZARDOUS WASTE FACILITY FOR THE SOLID WASTE DEPARTMENT

WHEREAS, the City of Franklin has determined that there is a need for a Household Hazardous Waste (HHW) Facility within the City Limits of Franklin; and

WHEREAS, the City of Franklin Solid Waste Department provides a free service to residents of Williamson County and the residents are able to drop-off batteries, oil, paint, antifreeze, and electronics (BOPAE) at the City of Franklin Transfer Station; and

WHEREAS, these items would otherwise only be accepted during the Household Hazardous Waste Collection days sponsored by Keep Williamson Beautiful and the Williamson County Solid Waste Department; and

WHEREAS, the City of Franklin and Williamson County have entered into an inter-local agreement to make this service available to residents five days a week; and

WHEREAS, the City of Franklin Solid Waste Department currently operates a HHW Facility at its general services complex with a portion of the Facility being outdoors and exposed to the elements, which is hard on both the personnel and equipment;

WHEREAS, the accompanying program to the HHW Facility is to address the hazards associated with the improper disposal of HHW by educating the public to the elimination of the hazards and benefits associated with the proper storage and disposal of such hazardous waste: and

WHEREAS, the Board of Alderman approved the Grant Contract with the State of Tennessee Department of Environment and Conversation for a HHW Facility. The grant is a non-matching grant that totals Two Hundred Fifty Thousand and No/100 Dollars (\$250,000.00) and Williamson County has committed an additional One Hundred Thousand and No/100 (\$100,000.00) toward the project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Mayor and Aldermen of the City of Franklin, Tennessee hereby approves for staff to enter into negotiations with Lambe + Associates LLC. for the design of the City of Franklin Household Hazardous Waste Facility.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ITS PASSAGE AND ADOPTION on this _____ day of July, 2013, the public welfare and the welfare of the City requiring it.

ATTEST:

CITY OF FRANKLIN, TENNESSEE

By: _____
Eric Stuckey
City Administrator

By: _____
Dr. Ken Moore
Mayor

Approved as to Form

By: _____
Shauna S. Billingsley
City Attorney