



EO LSG FEB 10 '23 PM 11:32

COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

February 10, 2023

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

RE: Contract for Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) Services

Dear Honorable Members:

Please find enclosed a resolution from the Department of Environment and Planning seeking legislative authorization for the contracting of HHW collection events, HHW drop-off voucher program, and CESQG services.

Should your Honorable Body require further information, I encourage you to contact Deputy Commissioner Bonnie Lawrence at the Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/nb
Enclosure

cc: Daniel Castle, Commissioner, Environment and Planning
Bonnie Lawrence, Deputy Commissioner, Environment and Planning

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Environment and Planning
Re: Contract for Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) Services
Date: February 10, 2023

SUMMARY

It is recommended that the Legislature approve the attached resolution prepared by the Department of Environment and Planning (DEP) to authorize the County Executive to enter into contracts with Environmental Services Group (ESG), the selected vendor for the HHW voucher program and for the CESQG program, and MXI Environmental Services, LLC (MXI) as the HHW event contractor.

Erie County issued and publicly advertised and posted an RFP for professional HHW services on October 27, 2023. MXI Environmental Services, LLC (MXI), and The Environmental Service Group (ESG) were the only firms submitting proposals. A Proposal Selection Committee was established and the four members reviewed, scored and ranked the proposals received, prior to opening pricing envelopes. Subsequent to ranking of the proposals, the pricing envelopes were then opened and assigned to the respective proposal. The selection committee focused primarily upon the quality of the proposal and qualifications of the firm.

Considering the scope of specified services for HHW Collection events, and the results from similar projects, it was the unanimous decision of the Selection Committee to request that the awarding of the HHW Collection event contract to MXI.

ESG was the only vendor to respond and provide pricing for HHW drop-off voucher services and capabilities to support the CESQG program. As the proposed voucher pricing is less than the average cost per resident for collection events and resident satisfaction with the HHW drop-off option has been strong during the three-year pilot, and the CESQG program is cost neutral to the County as the participants cover 100% of the costs, it was the unanimous decision of the Selection Committee to recommend the awarding of the HHW drop-off voucher and CESQG services contract to ESG.

Evaluation matrices showing the scores assigned to each of the proposals by the Proposal Selection Committee is attached.

FISCAL IMPLICATIONS

\$135,000 has been budgeted in SAP account 517629 of the County operating fund for HHW collection services for 2023. In addition, Erie County would realize a fiscal benefit from partial, up to fifty percent, State reimbursement for expenses associated with the collection and disposal of household hazardous waste. Any additional HHW costs beyond the budgeted \$135,000 would

be covered by the NYS DOS HHW Implementation grant funded project, 162HHWIP1823. \$60,000 has been budgeted in SAP account 517577 for the CESQG program.

REASONS FOR RECOMMENDATION

The Erie County Household Hazardous Waste Collection Program provides residents with the opportunity for proper disposal of unwanted hazardous household chemicals. The Program protects the environment and improves home safety. Application for State assistance increases the fiscal sustainability of the program.

BACKGROUND INFORMATION

Erie County provides single-day HHW collection events multiple times annually at no charge to participating residents. The HHW Program has been in existence since 1988 and has serviced well over 60,000 households. Historically, participation rates averaged over 500 households per event, with over 1000 residents utilizing the HHW drop off voucher system each year. Participation in the program reduces the amount of hazardous chemical products stored in homes, reducing fire and poisoning risk, improving first responder and sanitation worker safety, while also protecting the environment. The scheduling of up to three collection events is anticipated for 2023 and HHW drop-off voucher services would be available to residents by appointment 6 days per week.

CONSEQUENCES OF NEGATIVE ACTION

The County would no longer be able to provide residents with safe and proper disposal options for Household Hazardous Wastes resulting in an increased amount of hazardous chemical products stored in homes, increasing fire and poisoning risk, reducing first responder and sanitation worker safety, and potentially increasing the likelihood of these dangerous wastes entering the environment. In addition, Erie County would forfeit the State Aid funding available to offset costs associated with the Household Hazardous Waste Collection Program.

STEPS FOLLOWING APPROVAL

The necessary contracts with MXI Environmental Services, LLC and Environmental Services Group (ESG), will be executed, and a schedule of HHW collection events for 2023 will be established.



ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING
Household Hazardous Waste (HHW) Collection Event Services
RFP#-2022-043VF


 Mark C. Polocanz, Esq.
 COUNTY EXECUTIVE

Daniel Castle
 COMMISSIONER

Bonnie Laurence
 DEPUTY COMMISSIONER

PROPOSAL REVIEW COMMITTEE RATINGS - SUMMARY

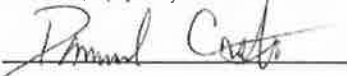
Rater	Proposer		
	MXI	ESG	
Reviewer 1	64	53	
Reviewer 2	67	57	
Reviewer 3	71	64	
Reviewer 4	69	62	
Average Qualifications Scoring	67.8	59.0	
QUALIFICATIONS RANKING	1	2	
Estimated Total Cost*	\$37,400	\$71,350	
FINAL RANKING	1	2	

* based on a typical HHW collection event with 400 residents according to provided pricing

It is my opinion in recommending MXI, the Erie County Department of Environment and Planning (DEP) has complied with all applicable provisions of Section 26.08 of the Erie County Administrative Code. Scoring sheets and other materials related to this matter are available for review at the DEP offices during regular business hours.



Lisa Chimera, Deputy County Executive



Daniel Castle, Commissioner, Erie County Department of Environment and Planning



ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING
Household Hazardous Waste (HHW)
HHW Voucher and Conditionally Exempt Small Quantity Generator
(CESQG) Services RFP#-2022-043VF
PROPOSAL REVIEW COMMITTEE RATINGS - SUMMARY

Mark C. Polonitzky, Esq.
COUNTY EXECUTIVE

Daniel Castle
COMMISSIONER

Bonnie Lawrence
DEPUTY COMMISSIONER

Rater	Proposer		
	MXI	ESG	
Reviewer 1	0	1	
Reviewer 2	0	1	
Reviewer 3	0	1	
Reviewer 4	0	1	
Average Qualifications Scoring	0.0	1.0	
QUALIFICATIONS RANKING	0	1	
Estimated Total Cost Per Drop-Off *	not provided	\$75	
FINAL RANKING	0	1	

* based on a 50 lb hhw drop-off per resident

It is my opinion in recommending ESG for the HHW Voucher and CESQG programs, the Erie County Department of Environment and Planning (DEP) has complied with all applicable provisions of Section 26.08 of the Erie County Administrative Code. Scoring sheets and other materials related to this matter are available for review at the DEP offices during regular business hours.

Lisa Chimera, Deputy County Executive

Daniel Castle, Commissioner, Erie County Department of Environment and Planning

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF ENVIRONMENT AND PLANNING

RE: Contract for Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) Services

WHEREAS, Erie County has a Household Hazardous Waste (HHW) Collection Program to provide residents with a safe, effective, and cost-free opportunity to dispose of household generated hazardous waste; and

WHEREAS, every year, Erie County hosts periodic household hazardous waste events, servicing approximately 2,000 households per year to properly dispose of chemicals that pose a health and safety hazard and might otherwise contaminate our water, land, or air; and

WHEREAS, Erie County introduced an HHW drop-off voucher service in 2020 that now has more than 1000 residents participating annually, that enables residents who could not attend a scheduled HHW collection event to make an appointment with a licensed HHW facility to drop off up to 50 pounds of acceptable HHW at no charge; and

WHEREAS, \$135,000 has been budgeted in SAP account 517629 of the County operating fund for HHW services for 2023 and \$60,00 for CESQG services in SAP account 517577; and be it further

WHEREAS, Erie County would realize a fiscal benefit from partial, up to fifty percent, State reimbursement for expenses associated with the collection and disposal of household hazardous waste; and

WHEREAS, the Department of Environment and Planning (DEP) issued a Request for Proposals (RFP) on October 27, 2022 seeking proposals from qualified firms interested in providing Erie County with HHW and CESQG Collection and Management Services; and

WHEREAS, the following two (2) firms submitted proposals by the RFP deadline: MXI Environmental Services, LLC (MXI); and The Environmental Service Group (ESG); and

WHEREAS, Erie County assembled a Proposal Selection Committee, which conducted a review and selection process of the proposals; and

WHEREAS, considering the scope of specified services, and the results from the tallied matrices, it was the unanimous recommendation of the Committee members to award the HHW Collection Event contract to MXI, and the HHW drop-off voucher and CESQG services to ESG.

NOW, THEREFORE, BE IT

RESOLVED, that authorization is hereby given for the County Executive to enter into contract with Environmental Services Group for HHW voucher drop-off services and CESQG services; and be it further

RESOLVED, that authorization is hereby given for the County Executive to enter into contract with MXI Environmental Services, LLC for HHW collection event services; and be it further

RESOLVED, a budget of \$135,000 is in Fund 110, Funds Center 16200, Account 517629 for the cost of the HHW program; and be it further

RESOLVED, a budget of \$60,000 is in Fund 110, Funds Center 16200, Account 517577 for the CESQG program; and be it further

RESOLVED, that any approved costs for these services that exceed the County operating fund budget will be paid for through the existing NYS Department of State HHW Implementation Grant 162HHWIP1823 Fund 281, Cost Center 1620040, Account 516020; and be it further

RESOLVED, that authorization is hereby given for the Division of Budget and Management to make any technical adjustments necessary to effectuate this resolution; and be it further

RESOLVED, that certified copies of this resolution shall be forwarded to the Erie County Executive's Office, Division of Budget and Management, Department of Law, Comptroller's Office and the Department of Environment and Planning.