

**CITY OF TEMPE  
REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 08/18/2016  
Agenda Item: 5B10**

**ACTION:** Approve a one-year contract renewal with Prema LLC for products and services related to the City’s green organics program.

**FISCAL IMPACT:** Total cost of this contract will not exceed \$150,000. Sufficient funds have been appropriated in the Solid Waste Fund – cost center 3718 (Uncontained Refuse) – for the anticipated expenditures.

**RECOMMENDATION:** Approve the renewal of the contract.

**BACKGROUND INFORMATION:** (T15-145) City Council originally approved the award of a contract to Prema LLC for products and services related to the City’s green organics program on August 28, 2015 for an initial one-year contract period with four, one-year renewal options. This renewal request is for the first of four available renewal options.

Products and services that are components of this contract include:

- Processing of green waste
  - Only used if the City cannot process all of the green organics at the City’s mulching facility
- Purchasing compost or mulch
  - Only used if the City’s facility cannot provide the needed volume of processed organics
- Consulting services for the City’s green organics program
- Grinding and screening of the City’s green waste for processing to compost

Tempe Green Organics Program

Tempe collects green organic material through the bulk collection program and stockpiles the material until about 1500 tons are ready for grinding. At that time a grinder is brought in to reduce the size of material to around 3 to 5 inch pieces. The ground material is placed in windrow piles where it begins the process of decomposition, which takes from 6 to 9 months. Tempe staff monitors this process closely. Subsequent steps in the processing operation include regular temperature testing and watering/turning of the pile based on temperature readings; microbe inoculation to keep the compost alive when necessary; and multiple soil analyses conducted by an independent soil testing lab service to determine the nutrient content and make sure the compost is free of weeds and seeds. When the material meets established standards, the compost is used to revitalize turf in Tempe’s parks and sports fields. The compost is also used to support community gardens, and residents can also take some home during Tempe’s Zero Waste Days, which take place every November and April. Going forward, staff is partnering with Tempe schools to identify joint projects and uses for the compost.

Contractor Performance

The performance of Prema LLC was rated by the Public Works Department as follows:

Criteria	Score
Personnel are responsive, cooperative and available	B
Overall quality of products or services delivered	B
Timeliness of performance	B
Quality of follow-up in resolving complaints or problems	B
Firm’s promptness in submitting accurate invoices	B

A = Exceeds Standards; B = Meets Standards; C = Below Standards

Renewal Cost

There is no increase associated with the renewal.

**ATTACHMENTS:** None

**STAFF CONTACT(S):** Tony Miano, Deputy Public Works Director – Field Operations, (480) 350-8051

Department Director: Renie Broderick, Internal Services Director

Legal review by: David Park, Assistant City Attorney

Prepared by: Tony Allen, CPPB, Procurement Officer