



**CITY OF HOLLYWOOD, FLORIDA**  
**OFFICE OF PROCUREMENT SERVICES**

**DATE:** August 7, 2019

**FILE:** PR-19-220

**TO:** Francois Domond, Interim Director, Public Utilities

**FROM:** Robert Lowery, Procurement Contracts Officer, Procurement Services  
*RL*

**SUBJECT:** Blanket Contract Renewal for Biosolids Hauling Services- B001579 –  
Biosolids Distribution Services, LLC

**ISSUE:**

The current period of the above contract expires, **February 14, 2020**. The contract is renewable for a five (5) year period if it is determined to be in the City's best interest.

**EXPLANATION:**

Notification of Intent to Renew must be mailed to the vendor thirty (30) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

**RECOMMENDATION:**

Please reply as soon as possible by returning this memo appropriately filled out, signed and dated along with the attached Contract Renewal Evaluation Form.

Date: 8/13/19

To: Robert Lowery, Procurement Services

The Director recommends the following:

*copy* ☒ RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 442.400601.53600.543600.00000.000.000 "Waste Disposal"

☐ DO NOT renew this contract. See attached memo explaining the reason(s).

☐ DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

*8/13/19 copy* ☒ Estimated: annual usage/expenditure is \$1,550,000.00 Per Year.

By: *F. Domond*

Title: Public Utilities Director (Interim).



## CITY OF HOLLYWOOD, FLORIDA

### PROCUREMENT SERVICES DIVISION

#### Department/Office Contract Renewal Evaluation

<b>Date:</b> 8/13/19	
<b>Department/Office:</b> Public Utilities	<b>Division/Area:</b> Wastewater
<b>Contact Person:</b> Coy Mathis	<b>Title:</b> Public Utilities Manager
<b>Contact phone number:</b> 954-921-3288	<b>Contact Email:</b> cmathis@hollywoodfl.org
<b>Purchase Order/Blanket Purchase Order #:</b> BOO1579	
<b>Contract Expiration Date:</b> 2/14/20	
<b>Vendor:</b> Biosolids Distribution Service	<b>Contact Person:</b> Chad Meadows
<b>Contact phone number:</b> 863-656-5405	<b>Contact Email:</b> cmeadows@revinu.com
<b>Good/Service:</b> Removal, Storage and Land Application of Stabilized Biosolids	<b>Solicitation #:</b> RFP-3848-03-WG/R-2010-01

1. How would you rate the quality of goods/services?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?  
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Value	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

☒ Yes ☐ No

If no, please explain?

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5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☒ Yes ☐ No ☐ Did not need to contact

If no, please explain?

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**CITY OF HOLLYWOOD, FLORIDA**

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**PROCUREMENT SERVICES DIVISION**

**Department/Office**  
**Contract Renewal Evaluation**

6. Has the invoicing been timely, accurate and in accordance with the contract?

☒ Yes ☐ No

If no, please explain?

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7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☒ Yes ☐ No

If no, please explain?

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8. Please state any additional comments about your experience with this vendor and the goods/services provided:

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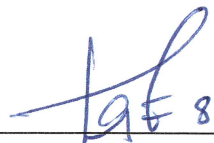
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Department/Office Interim Director's Name: Francois Domond, P. E.

Department/Office Interim Director's Signature: \_\_\_\_\_

 8/13/19



## Blanket Purchase Order B001579

*Supplier Details:*

Company Biosolids Distribution Services, LLC  
Contact Michael Ladin  
Address Po Box 553  
Sebring, FL 33871

*Submit your response to:*

Company City of Hollywood, FL - Public Utilities Wastewater Treatment Plant Operations  
Contact Mathis, Coy  
Address 1621 North 14th Avenue  
Hollywood FL 33020  
Phone 1-954-921-3288  
Fax  
E-mail cmathis@hollywoodfl.org

Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering a Blanket Order with your Company based on the following:  
RFP RFP-3848-03-WG