



**City of Laredo
Purchasing Division**

RENEWAL NOTICE

April 12, 2024

Ms. Penelope De la Garza
UTW Tire Collection Services
P.O. Box 1236
Donna, Texas 78537

RE: Contract FY22-054 Disposal of Used Tires for Solid Waste Ext. I

Dear Ms. De la Garza:

This letter is a formal request by the City of Laredo to extend contract FY22-054 for an additional two year period for Disposal of Used Tires for the Solid Waste Department. This is Ext. 1 and last extension period.

Contract Pricing: \$112.50 per ton

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion and is contingent upon the agreement and acceptance by the City Council.

Compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this notification, please feel free to call me at (956) 794-1733.

Sincerely,

Enrique Aldape
Interim Purchasing Agent

XC: Purchasing File

UTW Tire Collection Services

Request a contract extension: ☒ Not request a contract extension: ☐

Authorized Signature:

Print Name: Penelope De La Garza

Date: 4/12/2024



City of Laredo
Purchasing Division
Letter of Award

May 17, 2022

Ms. Penelope de la Garza
UTW Tire Collection Services
P.O. Box 1236
Donna, TX 78537

Re: Disposal of Used Tires for Landfill
Contract FY22-054

Dear Ms. De la Garza,

This is to inform you that you were awarded contract FY22-054. The term of this contract is for two (2) years with option to renew one (1) additional two (2) year renewal.

Compliance with the contract terms are responsibility of the awarded vendor(s) and the respective City user department(s).

Statutory Requirement to File Form 1295:

Texas Government Code Section 2252.908 and the Texas Ethics Commission ("TEC") Rules require certain business entities to submit a Form 1295 to certain governmental entities in Texas in connection with certain contracts, including bond purchase agreements that fit within the scope of the law. Failure to submit 1295 within 10 business days can result in cancellation of this contract. I have attached the link for form 1295 which must be completed and submitted electronically to the State of Texas Ethics Commission. https://www.ethics.state.tx.us/whatsnew/FAQ_Form1295.html. You scan and email a notarized copy to mpescador@ci.laredo.tx.us or ealdape@ci.laredo.tx.us. If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731.

Sincerely,

Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File

City Council-Regular

Meeting Date: 05/16/2022

Initiated By: Riazul Mia, Assistant City Manager

Staff Source: John Porter, Director of Environmental and Solid Waste Services; Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to award contract FY22-054 to sole responsive, responsible bidder UTW Tire Collection Services, Donna, TX in the annual amount of \$225,000.00 for processing, recycling, beneficial use, or disposal of used tires collected by the City of Laredo Landfill. This service is to comply with the Texas Commission on Environmental Quality (TCEQ) regulations and guidelines to properly dispose of tires by certified transporters. The term of this contract is for two (2) years with the option to renew one (1) additional two (2) year term upon mutual agreement; contract is contingent upon the availability of appropriated funds. Funding is available in the Solid Waste Fund.

PREVIOUS COUNCIL ACTION

None

BACKGROUND

The City of Laredo Solid Waste Department formally requested bids through Cit-E-Bid for the service of processing, recycling, beneficial use, or disposal of used tires collected by the City of Laredo Landfill. This service is to comply with the Texas Commission on Environmental Quality (TCEQ) regulations and guidelines to properly dispose of tires by certified transporters. There was one sole bidder who is UTW Tire Collection Services from Donna, TX and submitted a bid for \$125.00 per ton. After negotiations with vendor, the new price will be \$112.50 per ton.

UTW Tire Collection Services from Donna, TX.
Price is \$112.50 per ton x 2,000 tons = \$225,000.00

The original term of this contract is for two (2) years with options to renew one (1) additional two (2) year term upon mutual agreement; contract is contingent upon the availability of appropriated funds.

COMMITTEE RECOMMENDATION

None

STAFF RECOMMENDATION

Staff recommends that this motion be approved.

Fiscal Impact

Fiscal Year: 2022
Budgeted Y/N?: Y
Source of Funds: Solid Waste Fund
Account #: 556-2560-533-39.30
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

Funds available in the Solid Waste Fund Account #556-2560-533-39.30

The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

Attachments

Bid Invitation
Bid tabulation
Bid Invitation List
