



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: May 5, 2025

SUBJECT

Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Runi Recycling Machinery Inc., for the purchase and installation of a SK240 Styrofoam densifier for the Solid Waste and Recycling Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8662 – awarded to Runi Recycling Machinery Inc., in the not-to-exceed amount of \$79,000.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Promote Sustainability and the Environment.

INFORMATION/BACKGROUND

On July 19, 2022, the Denton City Council adopted the City of Denton’s Comprehensive Solid Waste Management Strategy to guide the City’s future solid waste/materials management system and to develop infrastructure, programs, and policies necessary to manage the diversion of materials for ultimate disposal. As a part of this strategy, Styrofoam was identified as a major contaminant in our recycling stream. While Styrofoam is recyclable, it is not a programmatic material for our recycling partner, Pratt Industries, as it clogs their sorting machines.

At the beginning of 2024, the City of Denton was awarded a \$70,850 grant from the North Central Texas Council of Governments to purchase a Styrofoam densifier. The densifier will not only give the citizens an opportunity to recycle their packing materials, but it will also keep this material out of the landfill, extending its life. Styrofoam will still not be accepted in recycling carts or dumpsters. Customers will be required to deliver the material to the drop-off location at the Home Chemical Collections building at 1527 South Mayhill Road.

Request for Proposals was sent to 121 prospective suppliers, including six (6) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Two (2) proposals were received, with one (1) meeting specifications. References were checked, and proposals were evaluated based upon published criteria including schedule, compliance with specifications, probable performance, and price. Best and Final Offers (BAFO) were requested from the top firm. Based upon this evaluation, Runi Recycling Machinery Inc. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	545 - Machinery and Hardware, Industrial
Notifications sent for Solicitation sent in IonWave:	121
Number of Suppliers that viewed Solicitation in IonWave:	22
HUB-Historically Underutilized Business Invitations sent out:	9
SBE-Small Business Enterprise Invitations sent out:	53
Responses from Solicitation:	2
Responses Meeting Specifications:	1

RECOMMENDATION

Award a contract with Runi Recycling Machinery Inc., for the purchase and installation of a SK240 Styrofoam densifier for the Solid Waste and Recycling Department, in a not-to-exceed amount of \$79,000.

PRINCIPAL PLACE OF BUSINESS

Runi Recycling Machinery Inc.
Bensenville, IL

ESTIMATED SCHEDULE OF PROJECT

This project will be started upon approval with a completion date within 100 days.

FISCAL INFORMATION

These services will be funded from Solid Waste account 660275344.1355.30100. Requisition # 169066 has been entered into the Purchasing software system in the amount of \$79,000. The grant will reimburse the City \$70,850, leaving the City to fund \$8,150 of this purchase.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Ordinance and Contract

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: J.J. Tips, 940-349-8042.

Legal point of contact: Marcella Lunn at 940-349-8333.