



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 25-868

Agenda Date: 6/4/2025

Agenda #: 13.

DATE: June 4, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Water Utilities Department

TITLE: PROFESSIONAL SERVICES AGREEMENT FOR AS NEEDED SOLID WASTE, RECYCLING, ORGANICS AND EDIBLE FOOD RECOVERY CONSULTING SERVICES

RECOMMENDATION

Staff recommends that the City Council approve a Professional Services Agreement with HF&H Consultants, LLC, in a not-to-exceed amount of \$180,289 annually, for a total contract amount not-to-exceed \$360,579 for the initial two-year term, for as-needed solid waste, recycling, organics and edible food recovery consulting services; and authorize the City Manager, or designee, to execute the agreement.

BACKGROUND AND ANALYSIS

On February 27, 2025, the City released a Request for Proposals (RFP) for as-needed solid waste, recycling, organics and edible food recovery consulting services. The selected firm will provide professional consulting support and technical assistance in areas including program development and implementation, SB 1383 compliance, franchise provider contract management, recordkeeping, and enforcement oversight.

On March 28, 2025, the City received five proposals from professional consulting firms. Proposals were reviewed by City staff and scored based on qualifications of firm and members' experience, performance of work similar in character, ability to provide services, quality of proposal, and price. Based on these criteria, staff determined that only four proposals were complete while one proposal submitted by Blue Strike Environmental was incomplete as it did not successfully address all tasks listed in the RFP. This bidder did not address certain tasks critical to the Agreement and the City's compliance with state-mandated solid waste, recycling and organics regulations. Upon review of the four complete proposals, HF&H Consultants, LLC (HF&H) was ranked the best value based on qualifications, understanding of the scope of services and cost.

HF&H is a full service-consulting firm which specializes in recycling and solid waste materials management with additional services in water, wastewater and stormwater advisory services to local governments. HF&H specializes in the field of municipal solid waste management and SB 1383 compliance.

Upon approval of the Agreement, HF&H will assist City staff by providing ongoing as-needed support

with solid waste program implementation, contract management (including services related to the Franchise Agreement and PSAs), SB 1383 requirements and any related ordinance updates.

FISCAL IMPACT

The PSA with HF&H Consultants, LLC is in the amount not-to-exceed \$180,289, per year for the initial two-year term, for a total contract amount of \$360,579. The contract will be charged to the Waste and Recycling Administration account 700010731.5305, which has a proposed budget of \$359,415; therefore, sufficient funds are available. Table 1 breaks down the cost for fiscal year 2025-26.

Table 1

Consultant	Business Unit	Proposed Budget	FY2025-26 Amount
HF&H Consultants	700010731.5305	\$359,415	\$180,289

Future fiscal year's cost will be requested during the normal budget process.

COMMISSION OR COMMITTEE REPORT

The Utilities Commission will be apprised of staff's recommendation at its regularly scheduled meeting on May 20, 2025.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

Prepared by: Rocio Ramos, Management Analyst
Reviewed by: Michael Gossman, Assistant City Manager
Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Staff Report
2. HF&H Agreement
3. Scoring Matrix