



Sole Source Acquisition Request

1. Fully describe the product(s) and/or service(s) being requested.

Subcontracting on the CalRecycle HHW grant (HD35-20-021) on reusable 1 lb. propane cylinder waste reduction and general HHW education. Reusable 1 lb. propane cylinders (reusables) are relatively new, the public/consumer doesn't know about them. We want consumers to switch from single-use cylinders to reusables to be more environmentally friendly and reduce the cost to manage 1 lb. cylinder waste, which is costly for the city and county. The project will collect additional data on resident awareness and use of 1 lb. cylinders. We will recruit and promote locations to sell or refill the reusable 1 lb. cylinders. The HHW education campaign will include multi-media utilizing existing Refuel Your Fun campaign materials and also include outreach promotion for general HHW and local collection locations for batteries and fluorescent bulbs/lamps.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

California Product Stewardship Council (CPSC)

Doug Kobold- Executive Director, Doug@calpsc.org or info@calpsc.org, (916) 706-3420

3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.

\$77,913.00

4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a sole source acquisition.

The Refuel Your Fun (RFYF) Campaign is proven effective to reduce propane waste and educate on household hazardous waste. RFYF is the Intellectual Property (IP) of CPSC. CPSC is the only entity that can use RFYF and uses it regularly with other CalRecycle grant recipients since its inception in March 2015. CPSC also owns and maintains the RFYF website at <https://www.refuelyourfun.org/>, see the attachment for more details.

5. Explain why the unique qualities and/or capabilities described above are essential to your department.

Small, disposable propane tanks are convenient commodities, but are a safety and economic nightmare for materials recovery facilities (MRFs), landfills and parks, causing fires and explosions when tanks leak or get punctured. Fresno County pays per cylinder disposed at the HHW facility and also takes risks for the cylinders improperly disposed, so an education campaign will greatly benefit the County and its residents. See attachment for more details.

6. Provide a comprehensive explanation of the research done to verify that there is only a sole vendor that is capable of providing the required service(s) and/or product(s). Include a list of all other vendors contacted with regard to providing the requested product(s) and/or service(s) and indicate their response.

CPSC has been the sole provider of the RFYF campaign since its inception in March 2015. CPSC is the national leader on propane waste education. See attachment for more details.

I approve this request to sole source for the service(s) and/or product(s) identified herein.

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Department Head Signature

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Purchasing Manager Signature

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