



## The City of CoralGables

### Procurement Division

2800 S.W. 72ND AVENUE  
MIAMI, FLORIDA 33155

October 23, 2024

All Responding Bidders (See Distribution List)

RE: IFB 2024-036 – Electronic Waste Recycling Services

Dear Bidders:

The evaluation of the bids submitted in response to the above cited solicitation is complete. The City has recommended an award as follows:

**Electronic Recycling Center, Inc.**, as the lowest responsive and responsible bidder, for IFB 2024-036 Electronic Waste Recycling Services.

Two (2) bids were received on September 24, 2024, in response to the IFB: Electronic Recycling Center, Inc. and Silverback Communications, LLC.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB. Once this step was completed, the Mobility and Sustainability Department conducted a review of the submittal identified by Procurement and found the bid to be in conformance with the City's bid requirements. The Procurement Division finalized its' due diligence process and confirmed that Electronic Recycling Center, Inc., is both responsive to the requirements of the IFB and a responsible firm.

This notice is provided in accordance with Section 2-910 (c) of the Code of Ordinances for Coral Gables. Our provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-1027 (4)(b) of the same City Code.

Thank you for your participation in this competition. If you have any questions, please contact Neivy Garcia, Procurement Specialist, at 305-460-5121 or [ngarcia2@coralgables.com](mailto:ngarcia2@coralgables.com).

Sincerely,

Celeste S.

Walker-Harmon

Celeste S. Walker-Harmon  
Chief Procurement Officer

Digitally signed by Celeste  
S. Walker-Harmon

Date: 2024.10.23 13:03:10  
0400

Attachment: Bid Tabulation

Distribution List:    Electronic Recycling Center, Inc.  
                             Silverback Communications, LLC

**CITY OF CORAL GABLES**

**-MEMORANDUM-**

**TO:** Celeste S. Walker-Harmon  
Chief Procurement Officer

**DATE:** October 23, 2024

**FROM:** Neivy Garcia  
Procurement Specialist

**SUBJECT:** Award Recommendation  
IFB 2024-036 – Electronic  
Waste Recycling Services

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The Procurement Division advertised IFB 2024-036 for Electronic Waste Recycling Services on August 27, 2024. A total of fifty-four (54) firms downloaded the IFB from Infor, the City's web-based e-procurement system. On September 24, 2024, a total of two (2) responses to the IFB were received from the following firms: Electronic Recycling Center, Inc. and Silverback Communications, LLC.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB and to identify the lowest bidder. Once the Procurement review was completed, the Mobility and Sustainability Department conducted a review of the bid identified by Procurement to be the lowest and most responsive bidder and found the bid to be in conformance with the City's bid requirements.

The Procurement Division finalized its due diligence process and confirmed that Electronic Recycling Center, Inc. is both responsive to the requirements of the IFB and a responsible bidder. As such, my recommendation in accordance with Section 2-763 of the City Code entitled "Contract Award", for award of the subject IFB is as follows:

- 1) Accept the recommendation to award Electronic Recycling Center, Inc., as the lowest responsive and responsible bidder for Electronic Waste Recycling Services, IFB 2024-036.
- 2) Execute a contract with Electronic Recycling Center, Inc. in the estimated annual amount of \$900.00 for three (3) years, with two (2) one (1) year renewals.

A copy of the IFB, bid response, evaluation results and the department's concurrence are provided as part of this memo.

Your approval of this recommendation is being requested. Please contact me should you have any questions.

Approved: Celeste S. Walker-Harmon

Digitally signed by Celeste S. Walker-Harmon  
Date: 2024.10.23 13:02:55 -04'00'

Date: 10/23/2024

Celeste S. Walker-Harmon  
Chief Procurement Officer

Copy:

Cristina M. Suárez, City Attorney  
Billy Y. Urquia, City Clerk  
Alberto N. Parjus, Deputy City Manager

Monica Beltran, Mobility and Sustainability Department Director

Diana M. Gomez, Finance Director

**City of Coral Gables, Florida**

**Bid Tabulation**

ITB No.: 2024-036  
 Bid Title: Electronic Waste Recycling Services  
 Bid Opening Date: September 24, 2024 @ 2:00PM  
 Prepared by: Neivy Garcia

Lowest Responsive and Responsible Bidder

VENDOR NAME				Electronic Recycling Center, Inc.	Silverback Communications, LLC		
Vendor FEIN				20-8910431	82-5375879		
Corporation Address/ Locations (County & State):				5501 NW 36 Ave., Miami, FL Miami Dade County	14180 McCormich Drive, Tampa, FL Hillsborough County		
Local Preference? Coral Gables/ Miami-Dade County				YES	NO		
Local 5% Preference Applicable? Coral Gables/ Miami-Dade County				N/A	N/A		
Vendor Contact (for this bid)				Eduardo Rodriguez, President	Marie Elia, President		
Vendor Contact Phone Number				305-482-9100	888-371-7955		
Vendor Contact Email				<a href="mailto:mp@ercycling.com">mp@ercycling.com</a>	<a href="mailto:info@sbnetworkkit.com">info@sbnetworkkit.com</a>		
ITEM No.	DESCRIPTION	EST. ANNUAL QUANTITY	UNIT OF MEASURE	UNIT PRICE	LINE TOTAL	UNIT PRICE	LINE TOTAL
1	Plasma, LED, LCD, Projections, Flat Screens (all sizes)	9000	lbs	\$0.10	\$900.00	\$0.01	\$90.00
2	Laptops, Desktops, Monitors, Memory Card, CD/DVD, Etc.	16000	lbs	\$0.00	\$0.00	\$1.20	\$19,200.00
3	Power Cords, Connectors, Vacuums, Mini Fridge, Etc	1000	lbs	\$0.00	\$0.00	\$0.25	\$250.00
<b>TOTAL BID AMOUNT</b>					<b>\$900.00</b>		<b>\$19,540.00</b>

NOTE: Local preference did not apply because low bidder is a Miami Dade County firm.

Assigned Procurement Specialist: Neivy Garcia



Procurement Specialist Signature

10/21/24  
Date



Witness: Andrea Fortella

10/21/24  
Date