



# ***Alachua County*** ***Solid Waste and Resource Recovery***

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January 18, 2024

## **MEMORANDUM**

**TO:** Alachua County Board of County Commissioners

**FROM:** Gus Olmos, Solid Waste and Resource Recovery Director *AO 1/18/24*

**SUBJECT:** Special Pay request to Aquaclean for leachate management

In December of 2022, a purchase order for FY23 was cut for \$25,000 to Aquaclean for the pumping, transportation, and disposal of leachate (liquid waste from the Transfer Station). This purchase order was based on quotes from two vendors who were known to be able to provide the necessary service. Although this was an annual blanket purchase order which expired on 09/30/2023, the purchase order noted service begins November 23, 2022, and ends November 22, 2023. A purchase order request was entered for FY24 in the amount of \$25,000, however, this purchase order has not been issued. Unfortunately, the Department assumed there was a purchase order still in place due to the service period on the first purchase order so we requested the vendor to pump, transport and dispose of leachate for a total in services between two invoices of \$4,466 (Inv# 362284 = \$1,131.00 and Inv# 362291 = \$3,335.00). This amount exceeds the \$3,500 in special pay amount able to be processed without Board approval, so the Department is requesting the Board of County Commissioners to approve the payments of these two invoices as special pays.