

**REQUEST FOR APPROVAL**

**To:** Howard Levenson  
Deputy Director, Materials Management and Local Assistance Division

**From:** Shirley Willd-Wagner  
Branch Chief, Financial Resources Branch

**Request Date:** May 17, 2013

**Decision Subject:** Approval of Summit Environmental Technologies, Inc. as Contractor for the Used Oil Laboratory Testing Services Contract (Used Oil Fund, FY 2012/2013)

**Action By:** May 17, 2013

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**Summary of Request:** Staff requests approval of Summit Environmental Technologies, Inc. as contractor for the Used Oil Laboratory Testing Services Contract. Public Resources Code 48651.5 requires that CalRecycle, among other things, "Contract with a third-party consultant with a recognized expertise in life cycle assessments to coordinate a comprehensive life cycle analysis of the used lubricating and industrial oil management process, from generation through collection, transportation, and reuse alternatives." In order to comply with this requirement, CalRecycle staff has determined that additional data describing the physical and chemical properties and constituents of the used oil being managed in California are needed. These data can only be obtained by collecting samples of used oil and having them tested by an analytical chemistry laboratory. The recommended SOW is attached for your review and approval.

CalRecycle staff has also determined that the expertise, equipment, and facilities necessary for this contract cannot be found from within California State agencies. Therefore this contract was competitively bid.

**Recommendation:** Staff recommends approval of Summit Environmental Technologies, Inc. as contractor for this contract.

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<b>Fund Source</b>	<b>Amount Available</b>	<b>Amount to Fund Item</b>	<b>Amount Remaining</b>	<b>Line Item</b>
Used Oil Fund (FY 2012/13)	\$1,2764,110	\$250,000	\$1,014,110	Life Cycle Analysis Study
<b>Total</b>		\$250,000		

**Deputy Director Action:**

On the basis of the information and analysis in this Request for Approval and the findings set out above, I hereby approve Summit Environmental Technologies, Inc. as contractor for the Used Oil Laboratory Testing Services contract.

**Dated:**

5/17/13  
Howard Levenson

Howard Levenson  
Deputy Director, Materials Management and Local Assistance Division

**Attachments:**

Scope of Work

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**Background:**

CalRecycle attempted to contract for these services with two solicitations. Both solicitations were based on a Request for Approval (RFA) that was signed January 18, 2013. The first solicitation used the small business/DVBE option and received no bids. The second solicitation used the Invitation For Bid (IFB) process and also received no bids. Alterations were made to the SOW to broaden the eligible entities and add specificity to help potential bidders in providing bids.