

Request for Proposal
To Provide

Food Waste Collection and Hauling Services

For the

Northeast Kingdom Waste Management District

The Northeast Kingdom Waste Management District (NEKWMD) is requesting proposals to provide food waste collection and hauling services. The NEKWMD is seeking proposals for the following scenarios and will consider additional proposals as long as they meet the needs of the NEKWMD:

- Food Waste Hauling and Collection Services

The NEKWMD shall analyze the proposals and select the proposal that is in the best interest of the NEKWMD. The NEKWMD reserves the right to reject any and/or all proposals.

The NEKWMD currently collects food scraps from transfer stations and schools throughout our 49-member towns. Food scraps are staged at our 224 Church Street, Lyndonville, VT facility. On average, the NEKWMD has 221 48-gallon toters of food waste every month (51 weekly) with a high of 241/month and a low of 193/month over the last 12-month period (September 2020-August 2021). The contractor selected to perform the service will be responsible for collecting toters weekly from our 224 Church Street facility, hauling them to an approved composting facility, rinsing toters, and returning them to the NEKWMD.

The term of the contract shall be for 3 years with 2, 1-year renewal options for a possible contract of no more than 5 years.

The contractor selected to perform the services outlined below shall begin providing the service on or about January 1, 2022.

Scope of Work

Food Waste Collection Services

The contractor shall provide, at a minimum, weekly collection, hauling, and processing of food wastes collected by the NEKWMD and staged at our 224 Church Street, Lyndonville facility.

The contractor shall collect food wastes on the same day of the week for the length of the contract. In the event that the day of the week needs to be changed, the NEKWMD and the contractor shall agree upon the change.

Landfilling of food wastes shall be cause for immediate termination of the contract. The contractor shall pay the NEKWMD the equivalent of six months service as a penalty if it is discovered that materials collected for composting or feeding to chickens have been landfilled. The collection of food wastes shall be subject to monitoring by the NEKWMD in accordance with their waste hauling ordinance.

If you are interested in providing this service, please provide the following information:

Per tote fee to provide weekly collection, transportation, and processing of food scraps to an approved facility. The per-tote fee shall include the cost of rinsing the containers. Please include any proposed fee increases over the 3-year contract period:

Charges for contamination. Please include procedure for addressing contamination:

Day of the week that service shall be provided: _____

Please include name and contact information of your organization.

General Conditions

Food wastes shall be collected in 48-gallon totes or other suitable containers as long as the containers have lids that minimize/prevent vermin from entering the containers and help control odors. Food Waste Generators (FWG) shall be responsible for placing food wastes inside the containers. The contractor has the right and responsibility to reject materials that are not suitable for composting or are not otherwise acceptable as part of this program.

The contractor shall abide by the following:

- (1) use a collection vehicle that is registered and inspected, registration shall include the State of Vermont Agency of Natural Resources registration to haul wastes;
- (2) be a registered hauler in good standing with the NEKWMD;
- (3) the vehicles, or trailers, or containers used to collect food wastes must prevent the release of all materials and related liquids until such time as the materials are delivered to a certified composting facility or suitable location allowed to accept food scraps in accordance with Vermont law;
- (4) the contractor shall provide the FWG with clean collection containers weekly (containers can be rinsed/cleaned on site or rinsed/cleaned off site and returned – bags and/or liners are not acceptable unless approved by the NEKWMD in advance);
- (5) the contractor shall perform the service in a professional manner and ensure the reasonable continuation of service in the event of equipment failure;
- (6) the contractor shall be responsible for the maintenance and up-keep of all equipment used to perform these services;
- (7) the contractor must submit a contamination prevention plan that describes how contamination issues will be handled, and what fees if any will be charged;
- (8) the contractor shall meet the contamination specifications for the receiving facility and be able to demonstrate in their proposal how this shall be accomplished;
- (9) the contractor shall provide an outline of the collection system to be utilized. This outline shall include procedures for tote screening, tote cleaning, and frequency of collection; and
- (10) the contractor must be able to report food waste tonnages separately from other recyclable materials and provide monthly reports to the NEKWMD.

Proof of Liability (in the amount of \$1 million) and Workman's Compensation Insurance shall be provided by the contractor to the NEKWMD prior to entering an agreement.

Interested parties shall provide a record describing any violations and/or fines received within the last 5 years by the company or any of its subsidiaries.

The contract period shall begin January 1, 2022 and run through December 31, 2024. The NEKWMD shall authorize up to 2, 1-year extensions. The decision to exercise the renewal options shall be predicated upon pricing provided by the contractor to the NEKWMD prior to October 1, 2024.

Failure to abide by the conditions outlined in the various scopes of work and/or the *General Conditions* may be cause for termination of the agreement between the contractor and the NEKWMD.

Proposals are due to the NEKWMD by close of business, Monday, November 1, 2021. Proposals shall be clearly labeled "**NEKWMD - Food Waste Collection**" and be emailed to director@nekwmd.org or mailed to the NEKWMD, P.O. Box 1075, Lyndonville, VT 05851.

The NEKWMD shall select the contractor that demonstrates the greatest likelihood of providing the level of service sought by the NEKWMD. Contractor(s) shall be selected by the NEKWMD Board of Supervisors as soon as the proposals can be evaluated (anticipated November 8, 2021). The NEKWMD reserves the right to reject any and all bids.

Please do not hesitate to provide pricing for any other combination of services that may benefit the NEKWMD in evaluating their waste management alternatives.

Inquiries shall be directed to:

**Paul Tomasi
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P.O. Box 1075
Lyndonville, VT 05851
802-626-3532
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