

## Summary of Solid Waste RFP Pre-Submittal Meeting July 12, 2016 – 2 PM

**Location:** City Hall Council Chambers

**Time:** 2:00 PM – 2:15 PM

**Staff Present:** Mike Lund, Shannon Wood, Joe Walker, Andrzej Kasiniak, Sandi Ryen, Jessica Walser, Diane Lenius, and Debbie Booher.

**Industry Proponents:** Joey Pellecchia, Waste Management; Marc Davis, Waste Management; Stephanie Miller, New Day Recycling; and Charlene Kern, Recology Cleanscapes.

No formal agenda was provided. A copy of the summary from the presubmittal meeting on June 28<sup>th</sup> was provided. Staff introductions were given and a brief description of the RFP intent and deadline for submittals was given.

Introductions of the industry attendees were given and the floor was opened for questions and answers. No questions were immediately given so staff provided additional background and detail regarding the reasons for the RFP and process, including:

- The City's solid waste equipment and technology are aged and requires an investment to either upgrade the equipment and technology or to seek other options.
- The RFP was issued at the City Council's request to help determine what is best for the City and for customers.
- The design and construction of a new Public Works Facility is heavily impacted by the City's decision regarding the Solid Waste Collection Services. For example, less storage will be required on City facilities if no longer providing collection services.
- No established criteria have been determined yet for scoring the submittals. It was noted that the Council will be looking first and foremost at what the associated costs would be to continue to provide the current service level as it stands, then they may look at alternatives for cost savings measures or to provide more effective and efficient services.
- Ongoing growth of the City means growing collection services as well.
- It was noted that recycling, yard waste, and commercial collection of over 8 yards is already outsourced.

The following questions were then asked.

1. Regarding the 3 FTE, is it required that they be hired?  
No, it is not required; however, the City would like to know what options are available, what firms can offer in terms of providing the current staff opportunities.
2. Is the 7 am collection start time fixed?  
Yes, the City has tried to collect as early as 6 am before but it is not well received by the public.

As there were no other questions, City staff reminded attendees that questions may continue to be submitted in writing as outlined in the RFP, until 4 PM on July 25<sup>th</sup>. After that time, a final response will be provided by the City. Responses are posted on the City's website at: <http://www.cityofpoulsbo.com/publicworks/publicworks.htm>

Proposals are due by 4 PM on September 19, 2016.