



January 9, 2019

Memo to: Board of Commissioners *[Signature]* *DP*
From: Jim Holland, Assistant County Manager, and Dane Pedersen, Solid Waste Director,
via George Wood, Interim County Manager *[Signature]*
Re: Solid Waste Franchise Waste Collection Request for Proposals

As you are aware, Buncombe County currently has a franchise agreement in place with Waste Pro for residential waste and recycling collection in the unincorporated areas of the County. This agreement will expire on December 31, 2019. In anticipation of that expiration, staff are prepared to initiate a Request for Proposal (RFP) process for these services. Our staff have developed a timeline that will allow for the selection and potential transition to a new franchisee with no lapse of service.

Currently, residents in unincorporated areas of the county have the option to subscribe to collection services or self-deliver residential waste and recycling materials to either the Buncombe County Transfer Station or Buncombe County Landfill. A public input survey will be launched in mid-January 2019 to provide opportunities for public feedback regarding waste collection services.

Buncombe County staff (including Solid Waste, Finance, Budget, Performance Management, Legal, and Intergovernmental Relations) have conducted research on best practices on the creation of a RFP for solid waste collection services. At this time, we are requesting Board of Commissioner approval to move forward with the issuance of this RFP.

RFP Overview

- Establishes a five (5) year base term with the option for two (2), two (2) year extensions;
- Requires submission of methods and pricing for "subscriber-based" and "comprehensive unincorporated household" models for collection and disposal services;
- Strengthens contractor accountability by incorporating penalties for non-compliance with performance specifications;
- Expands automated collection opportunities by incorporating more roll-out carts (Safety, Efficiencies);
- Provides opportunity for proposers to offer creative solutions to collection methods;
- Works to expand alternative fuel collection vehicles;
- Expands public outreach and education efforts with collaboration;
- Works to provide a bear-proof roll-out cart option; and
- Creates competitive pricing through a formal RFP process.

Timeline

- January 18, 2019: RFP will begin advertising period
- February 5, 2019, 2:00 p.m.: Mandatory pre-bid conference
- February 13, 2019, 5:00 p.m.: Deadline to submit questions in writing about the RFP
- February 21, 2019: Responses to questions are published
- March 1, 2019, 2:00 p.m.: Sealed proposals submitted to Buncombe County Procurement

- April and May, 2019: Buncombe County Commissioners to consider information on proposals received and the granting of a franchise at two of their regularly scheduled meetings (to be announced at a later time)
- January 1, 2020: Selected contractor to be fully operational and start of contract

Recommendation

Our recommendation is to issue the RFP on January 18, 2019 to ensure contractors have adequate time for preparation of proposals. Our staff believe that the RFP requirements will provide the necessary data for the Board to make an informed decision regarding the future franchisee. Additionally, staff will continue to provide updates throughout the RFP process. If you have any questions, or if I can be of any further assistance, please do not hesitate to contact Jim or Dane.