



TOWN OF EATONVILLE

"THE OLDEST BLACK INCORPORATED MUNICIPALITY IN AMERICA"

Solid Waste Services for the Town of Eatonville

Memorandum

From the Desk of Demetris Pressley, Chief Administrative Officer

Date: February 7, 2025

RE: Residential & Commercial Solid Waste Services Proposal Evaluation and Ranking Meeting

On January 24, 2025, Town Administration discussed with Town Attorney the evaluation committee must re-score the RFP submissions at a publicly noticed meeting for the contract services for all residential & commercial solid waste collection services for the Town of Eatonville.

The solid waste service is currently on a month-to-month service operation and is set to be awarded on March 18, 2025, with the term and final negotiated pricing.

On August 10, 2024, Town Staff published a Request for Proposal, Solid Waste Collection Services entitled Residential & Commercial Franchise Agreement for Solid Waste, Recycling, Yard Waste, and Bulk Waste Collection Services seeking qualified contractors to provide proposals from qualified bidders through Demand Star, with a submission date of September 16, 2024. Demand Star is a nationally recognized online electronic procurement software for government solicitations of competitive bids for goods and services. The Town had 3 planholders submit the RFP; 1 Vendors attended the proposal opening on September 30, 2024. On September 30, 2024, three proposal submissions were received by the closing date at 3:00pm. The vendors that provided proposals to The Town were Waste Pro, Waste Connection, and Coastal Environmental.

The Town has distributed the (3) proposals to the Evaluation Committee comprised of Town Staff; these individuals will read, review, score and rank the proposal with a provided criteria and scoring system from the RFP. The highlights of the request for proposal asked potential bidders to provide options for collection services of the current contract, which is twice per week, once per week, and the proposer had the opportunity to propose the best alternative collection frequency and services. The proposals include four categories for response: Qualifications and Experience, Technical Proposal, Contract Exceptions and Financial Proposal; these sections go into detail of a transition plan, processing and disposal, customer outreach, customer service, billing, cart distribution, equipment resources, performance history, and company information.

The evaluation committee will meet to discuss the proposals to make a recommendation to the Town Council to negotiate a final contract for Solid Waste Collection Services with the top-ranked firm, on **Wednesday, February 19, 2025, at 9:30am, at Town Hall Council Chambers**. This meeting is an evaluation committee meeting and is a public hearing and will be open for attendance by the public but will not include public comment.



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After the committee has discussed the proposals and provided a final ranking, an agenda item to award this RFP to the top rank firm and negotiate a final contract is slated for the Regular Town Council Meeting on Tuesday, March 04, 2024, at 7:30pm, this meeting is open to the public and will permit public comment.

On March 18, 2024, at 7:30pm, the Town Council will consider a proposal contracted agreement with the Selected Hauler for solid waste collection services from March 2025, through March 2032. Town Staff will discuss with the Town Council the negative financial impact on households to retain a sanitary condition for the public welfare where the service level has created nationwide logistic shortages of CDL drivers, labor, and increases to fuel and commodities related to collection and hauling of solid waste collection.

This memorandum serves as official notice of the public meeting to evaluate proposals for solid waste collection services on **Wednesday, February 19, 2025, at 9:30am at Town Hall Council Chamber Conference Room**. We encourage public attendance and participation in the subsequent Town Council meeting to discuss the contract award.

Thank you for your attention to this matter.