



City Council Communication

AGENDA DATE: June 16, 2025

LEGISTAR ITEM #: Res 2025-089

PRESENTER: Jenna Hahn

DEPARTMENT: Public Works

☐ Ordinance

☒ Resolution

☐ Public Hearing

BACKGROUND/REQUEST

The existing year Refuse Collection Services Agreement with Republic Services will expire on December 31, 2025. To secure a service provider for the next five-year citywide trash and recycling contract, a Request for Proposals (RFP) was issued in early 2025. 518 companies were notified of this opportunity, and four companies submitted a proposal. An evaluation team reviewed and scored each proposal which resulted in Republic Services scoring the highest against the criteria outlined in the RFP.

In accordance with the RFP requirements, Republic provided a response for their base services as well as optional add on services. The basic services align with current offerings and include weekly refuse collection, bi-weekly recycling collection, curbside large item pickup, landfill days, and leaf and branch events. The add-on services include increased recycling collection, two models for composting services, and an electrified fleet option. The excerpt below shows the basic services requested in the RFP.

“This section is specific to garbage, bulk waste & appliance collection, and disposal/processing services. The Attachments include general requirements that should be read along with this section.

5.1: Collection and Disposal The Contractor shall furnish all labor, materials and equipment and perform all work necessary for the collection and disposal/processing of garbage and recycling for approximately 21,500 residential customers in the City. Annual increases of approximately 600-800 units are expected. Each unit of a multi-family dwelling shall be considered a separate residence for purposes of billing, unless the unit is serviced by dumpsters, in which instance the billing

CITY COUNCIL COMMUNICATION CONTINUED

shall be for the dumpster rate. All collections shall be day-certain. The only exceptions shall be during those weeks in which (i) a designated holiday occurs; or (ii) in emergency situations as determined by the City. If a holiday falls on the weekend, there will be no delayed collection. If a holiday falls during the week, collection will be delayed by one (1) day all week through Saturday in accordance with the provisions of Attachment F. Collection from single-family households will occur at the curb and/or alley. Collection locations for multi-family households will vary. The Contractor shall weigh each collection truck before and after unloading and shall report the tonnage collected, in the format requested by the City, on a monthly basis.

5.2: Disposal Costs Whether or not the Tower Road Landfill is used, the Contractor will pay a 5% service charge to the City. By separate agreement, third party waste disposal revenues are subject to a 5% service charge payable to the City from the Tower Road Landfill. If the Contractor uses the Tower Road Landfill, then the 5% service charge will be paid to the City by the Tower Road Landfill. If the Contractor is owned by or is affiliated with the Tower Road Landfill, then the Contractor shall pay the City the difference between the Tower Road Landfill internal company royalty and what the calculated 5% service charge would be. If the Contractor uses a different landfill, then the Contractor shall pay the City a 5% direct fee on whatever the actual cost of dumping at that landfill is. If the Contractor uses any landfill, regardless of its location, and pays no dump fee, then the Contractor will pay the City a calculated 5% service charge based upon what it would have cost to dump the materials at the Tower Road Landfill. The Contractor will submit the 5% service charge on a monthly basis, along with an accounting for the materials collected. These records will be subject to audit by the City.

5.3: Garbage Containers The Contractor shall supply each residence with one 96 gallon trash tote (and an additional 96 gallon trash tote if the residence opts out of the recycling program). The Contractor shall deliver the tote(s) to the residence and shall replace any lost, stolen, or damaged totes at no additional cost. All tote(s) shall be delivered by no later than December 31, 2025. Additional containers are subject to the Additional Container Sales Program (below).

CITY COUNCIL COMMUNICATION CONTINUED

5.4: Alley Collection Although the majority of units will be curbside collection, the City has many units that require alley or parking lot collection. Respondents should acquaint themselves with these service areas. A list of these addresses is included in Attachment D.

5.5: Dumpster Collection The City has approximately 270 units served by collective dumpsters for several multi-family units. A list of these addresses is included in Attachment E.

5.6: Large Item/Bulk Waste Pickup The Contractor shall furnish all labor, materials, and equipment and perform all work necessary for the collection and disposal/processing of large, non-hazardous or bulk waste items from individual units. These types of items include bulky materials or other special wastes that are not stored in standard storage containers and cannot be picked up by a normal collection vehicle. Items that qualify for large item pickup are listed in Attachment B (Per Attachment B: Large items such as, but not limited to, bathtubs, beds, mattresses, bikes, carpet (less than 4 foot bundles and less than 40 pounds), chairs, couches, doors, dressers, exercise equipment, garage door motors, gas grills (without tank), lawnmowers (drained), pallets, sinks, swing set (less than 4 feet in length and less than 40 pounds), tables, toilets, vacuums, water softeners, windows, construction debris (less than 4 feet in length and less than 40 pounds) and other items too large to fit into a garbage container.). The Contractor will submit a plan with address lists, to perform programmatic large item pick-ups on at least a quarterly basis to each residence in the City covered under this program, including all multifamily units, townhomes and condos covered by this program. Along with the programmatic large item pick-ups, the Contractor will provide additional large item pick-ups to customers as needed. These additional large item pick-ups, if any, are to be scheduled by customers—not the City. Contractor shall bill customers directly for additional large item pick-ups. Under no circumstances shall the City be responsible for the cost of any additional large item pick-ups that are coordinated by customers and shall not be liable for non-payment. The Contractor shall report the number of times large item pick-up service is used (as scheduled by and paid for by customers) as well as all tonnage collected from the programmatic service, in the format requested by the City, on a quarterly basis.

CITY COUNCIL COMMUNICATION CONTINUED

5.7: Public Information and Education The Contractor shall provide assistance to the City as described in Attachment I.

5.8: Reporting Requirements The Contractor shall provide reports as described in Attachment J.

5.9: Additional Services The City may request the provision of additional services such as: Roll-off services; Provision of additional dumpsters; and Waste and recycling containers for special events.

5.10: Emergency and Disaster Services The City may request, and the Contractor shall agree, to additional collections, as reasonably necessary, during a declared emergency or disaster in the City. The cost of this service will be mutually negotiated between the Contractor and the City. The City shall not be required to award such work to the Contractor and may select one or more other vendors to perform such work.

5.11: Additional Container Sales Program The Contractor shall establish a program whereby it provides additional garbage containers for sale to customers. The containers shall be available for purchase in at least three sizes: 32-, 64- and 96-gallon capacity. The containers shall be extruded plastic and bear the name and phone number of the Contractor. The Contractor shall be responsible for delivering the container to the customer. Any delivery costs should be included in the price of the container. The Contractor shall bill the customer directly for the container and for any monthly service charge. The Contractor is encouraged to provide some type of payment plan to spread the costs of the containers over a number of months. The City shall not bear the cost of any additional containers purchased by customers and shall not be liable for any non-payment by customers.. The Contractor shall work with the City to promote and advertise this program to customers.

5.12: Extra Dumpster Service Program The Contractor shall establish a program whereby it provides additional dumpster services to customers. The Contractor shall bill the customer directly for any additional dumpster services beyond the single weekly base service that the City outlines in its base bid. The City shall not bear the cost of any additional dumpster

CITY COUNCIL COMMUNICATION CONTINUED

services purchased by customers and shall not be liable for any non-payment by customers.

This section is specific to recyclable materials collection and processing services. The Attachments include general requirements that should be read along with this section.

6.1 Recyclable Materials Collection and Processing: The Contractor shall furnish all labor, materials and equipment and perform all work necessary for the collection and processing of recyclable materials from approximately 21,500 units. The Contractor shall provide single-stream, curbside recycling services every two (2) weeks on the same day of the week garbage is collected. All recyclable materials shall be collected and transported to a licensed Material Recovery Facility (MRF). The contractor shall weigh each collection truck before and after unloading.

6.2: Recycling Containers: The Contractor shall supply each residence with one 96-gallon recycling tote unless the residence opts out of the recycling program. The Contractor shall deliver recycling tote(s) to each new residence and shall replace any lost, stolen, or damaged totes at no additional cost. All tote(s) shall be delivered by no later than December 31, 2025. Additional containers are subject to the Additional Container Sales Program (below).

6.3 Recycling Opt-Out: Respondent must allow residents to request that their standard recycle container be replaced by a second garbage container, to be serviced weekly, at no additional charge to the City or resident. Residents are limited to one switch out per year.

6.4 Public Information and Education: The Contractor shall provide assistance to the City as described in Attachment I.

6.5 Reporting Requirements: The Contractor shall provide reports as described in Attachment J.

6.6 Additional Container Sales Program: The Contractor shall establish a program whereby it provides recycling containers for sale to customers. The containers shall be available for purchase in at least three sizes: 32-,

CITY COUNCIL COMMUNICATION CONTINUED

64- and 96-gallon capacity. The containers shall be extruded plastic and bear the name and phone number of the Contractor. The Contractor shall be responsible for delivering 12 the container to the customer. Any delivery costs should be included in the price of the container. The recycling containers shall be different, in some obvious manner, from the garbage containers, e.g., container lid color, so as to be easily differentiated from the garbage containers. The Contractor shall bill the customer directly for the container and any monthly service charge. The Contractor is encouraged to provide some type of payment plan to spread the costs of the containers over a number of months. The City shall not bear the cost of any additional container(s) purchased by customers and shall not be liable for any non- payment by customers. The Contractor will work with the City to promote and advertise this program to customers.

This section is specific to the collection of compostable materials. All pertinent information for composting can be found in this section.

7.1 Composting Services Options: All respondents shall provide a pricing plan and participation requirements for at least two of the following composting services options: Option 1: Seasonal leaf and branch curbside pickup program with no food waste composting. Option 2: Subscription-based composting services on a bi-weekly schedule. Option 3: City-wide composting services on a bi-weekly schedule.

This section is specific to the collection and disposal/processing of recyclable materials, garbage, bulk waste, and appliances at specified City facilities. The Attachments include general requirements that should be read along with this section.

8.1 Garbage & Recyclable Materials Collection and Disposal/Processing: The Contractor shall furnish all labor, materials and equipment and perform all work necessary for the collection and disposal/processing of recyclable materials at the eight (8) City facilities listed in the tables in the RFP. Changes in the number of containers and/or the frequency of collection may be adjusted as deemed necessary by the City. Reasonable costs for changes in service will be negotiated as they occur.

CITY COUNCIL COMMUNICATION CONTINUED

Please note that the recycling services will include cardboard recycling.

Alternative Collection Services: The foregoing draft scope of services reflects a plan of approach based on previously-stated goals as determined by the City. One factor in selecting a Contractor will be the ability of a Respondent to analyze the Program goals, evaluate the work elements and formulate a work plan. This process may produce new approaches or modifications to the Program. For that reason, all Respondents should be aware that the final scope of work will be produced with input from the selected Contractor.

Alternative methods for providing services for the Program will be accepted and are encouraged. Each alternative proposal must include a complete description and cost which clearly outlines what is being proposed. The alternative(s) must be clearly stated so a comparison can be made to the services being requested in this RFP. Alternative proposals shall not count toward the 30- page Proposal limitation.”

This resolution seeks to authorize awarding the new contract to Republic Services, based on the service options and funding levels Council chooses to adopt. The attached presentation outlines the base optional services (add alternatives), along with projected costs for each scenario. These items will be discussed with Council during the final phase of the procurement process. Upon Council approval of the resolution, staff will finalize and execute the contract with Republic Services based on Council’s selected options. Approving awarding the contract to Republic Services in June will ensure adequate time for implementation planning, enabling a smooth transition ahead of the new contract start date on January 1, 2026.

Recommended motion: Motion to approve a resolution authorizing award of a contract for waste management services to Republic Services, Inc.

If Council does not move forward with the recommended vendor, the Council has the option of a contract extension with Republic Services or to open negotiations with the next responsible vendor.

CITY COUNCIL COMMUNICATION CONTINUED

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FINANCIAL IMPACT

Contractor	Republic Services, Inc.
Amount of Request/Contract	Varies based on desired terms of service
Amount Not To Exceed	\$Varies based on desired terms of service
Amount Budgeted	\$5.2M budgeted for 2026
Budget Year	2026-2030 (five-year contract)
Funding Source	General Fund for base bid services
Additional Funds Needed	Additional funds needed will be based on the desired contract services
Funding Source (if funds needed)	Funding discussion to be held during presentation

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
January 1, 2026	December 31, 2030
Years and Months of Contract	Number of Times Renewable
Five years	One-year extension option

JUSTIFICATION

☒ Council Goal	☐ Strategic Plan	☐ Work Plan	☐ Legal
Citation	Goal 6: High Performing Government - Provide innovative, responsive, and transparent service to the community through strong stewardship of public funds, hiring and retaining top talent, and supporting fiscal and human resource management through technology, simplified processes, and workforce development programs.		

STAFF RECOMMENDATION

CITY COUNCIL COMMUNICATION CONTINUED

Staff recommends approving the resolution to approve a resolution authorizing award of a contract for waste management services to Republic Services, Inc.