

Solid Waste Collection Specifications

Town of Arlington

Introduction

- Arlington solid waste collection history
- Switching contractors
- Contract Specifications
- Implementation
- Lessons learned

Arlington's history

- Solid waste collection privatized in 1993
- New contract needed for July 2004:
 - Renegotiate
 - Solicit RFP's

- Estimated cost of new contract
- Arlington's customer service
- Missed collections history
- Yard waste collection schedule



Town of Arlington DPW



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Contract Specifications

- Information:
 - Population
 - Roadway miles
 - Area
 - Solid Waste tonnage
 - Recyclables tonnages
 - Yard Waste tonnage
 - White goods estimates
 - Route maps

- Cost of Current Contract
- Number of residential units:
 - Single family
 - Multi family
 - Condominiums
 - Multiple Use
 - Public Housing

- Information cont.:
 - Number of commercial accounts (PAYT)
 - Number, size, and location of dumpsters:
 - Town facilities
 - Apartments and condominiums
 - Hours of operation
 - Customer Service
 - Annual Calendar
 - Holidays
 - Prevailing wages

● Requirements

- Exempt from 30B
- Bid bond
- Experience/references
- List of vehicles and equipment
- Performance bond requirements
- Insurance requirements
- Liquidated damages
- Special collections
- Termination clause

Proposal Options:

- Solid Waste collection and transport
- White goods collection, transport, and disposal
- Recyclables collection, transport, and disposal
- Yard Waste collection, transport, and disposal
- PAYT proposals

Implementation

- Allow 4 to 6 months prior to the start of the new contract
- Frequent meetings with contractor:
 - Equipment
 - Personnel training
 - Contact personnel
 - Customer Service

- Publicity
- New Calendar
- Website
- Newspapers

- After Start of contract:
 - Customer service call center
 - Complaints and missed collections
 - PAYT enforcement

Summary

- Planning
- Pre-proposal conference
- Lump Sum contract
- Information sharing
- Documentation

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