AGENDA ITEM SUMMARY

DATE: November 14, 2011 **DEPARTMENT:** Community Development **DEPT. HEAD:** _____

SUBJECT: Schedule for proceeding with Quigley Annexation application review.

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
In August the Council opted to request the P&Z Commission provide a review of the changes to the Quigley Annexation proposal relative to the Comprehensive Plan while the Council proceeded with work on the issue of water rights and fiscal impact. The Commission has completed their review and the appraisal of the water rights is expected to be complete for Council's review in January, 2012. An update of the fiscal impact analysis by Caplan and Associates is underway (scope of work approved by Council on October 24); a review of the survey and a draft revised capital projects list will be before the Council on November 28.

There are other topics that could be discussed prior to the review of the water appraisal, including a presentation of the CID funding mechanism proposed by the applicant for infrastructure construction, wildlife impacts and mitigation, recreation (access, types, extent), traffic impacts and mitigation, land use (open space and density), etc. A presentation could be prepared for December 12 on any of these topics should the Council be interested. If the Council is interested in discussion of topics other than water on December 12 a public hearing pursuant to LLUPA would be noticed. Once the water appraisal is completed, a meeting will be dedicated to that topic; again the appraisal will not be completed until January, 2012.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle #_____
Budget Line Item #_____ YTD Line Item Balance $_____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

☐	City Administrator	☐	Library	☐	Benefits Committee
☐	City Attorney	☐	Mayor	☐	Streets
☐	City Clerk	☐	Planning	☐	Treasurer
☐	Building	☐	Police	☐	_____
☐	Engineer	☐	Public Works, Parks	☐	_____
☐	Fire Dept.	☐	P & Z Commission	☐	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Discuss whether discussion related to the Quigley annexation application prior to the water appraisal would be helpful and, if so, if December 12 is desirable.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____

FOLLOW-UP:
*Ord./Res./Agrmt./Order Originals: Record *Additional/Exceptional Originals to: _____
Copies (all info.): Copies (AIS only)
Instrument # _____

AGENDA ITEM SUMMARY

DATE: 11/14/2011 **DEPARTMENT:** Administrator **DEPT. HEAD SIGNATURE:** Heather Dawson

SUBJECT
Consideration of Request for Proposals for Rubbish Hauling Franchise Contractors

AUTHORITY: ☐ ID Code ☐ IAR _____ ☐ City Ordinance No. 840

BACKGROUND: Hailey's current rubbish hauling contract is five-months short of its end date. The rebid/new contract process must be started now in order to be completed within five months.

The new franchise process starts with a decision to:
A. collect new bids for a hauling agreement similar in nature to the agreement structure we have now, or

B. amend our Request for Proposal in a way structured to change the hauling contract to meet some of the new goals we've been developing under the sustainability programs and to accommodate customers' remarks collected over time.

In the attached memo are outlined some points of discussion on both the current agreement and potential changes the city council may wish to pursue.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:
Budget Line Item # 100-00-34004 and 100-00-32237 Annual Line Item Amount $72,000 in each

Hailey's franchise fee is intended to cover Hailey's costs for 1) street maintenance caused by the use of heavy trash trucks on streets and for enforcement of exclusive franchise ordinance (6%), and 2) billing costs for the City to handle all rubbish billing for customers with water/wastewater accounts in Hailey (6%). Currently $140,000 in revenue is achieved through this program, down from nearly $166,500 during the construction peak. Assumptions in this memo are that further reductions in Hailey's franchise fee collection due to support of increased sustainability programs and incentives will be financially manageable and will create a greater return on investment for the community at large.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

_X_	City Attorney	_X_	Clerk / Treasurer	___	Engineer	_X__	Sustainability
___	P & Z Commission	___	Parks & Lands Board	___	Public Works	___	Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
This agenda item is intended for discussion by the council. The sustainability team will introduce options with the intention of drawing dialogue from the council about preferred structures.

Target Dates –
November 14 – discussion of draft agreement and RFP with alternatives
November 21 – Issue RFP
December 13 - Pre Bid Meeting with potential bidders
January 10, 2012 – Bids Due
January 23, 2012 – Council reviews staff recommendations on bids
February 13, 2012 – Council reviews agreement with successful bidder
February 27, 2012 – 1st Reading Franchise Ordinance
March 12, 2012 – 2nd Reading Franchise Ordinance
March 26, 2012 – 3rd Reading Franchise Ordinance
March 28, 2012 – Publication of Franchise Ordinance
April 1, 2012 – Effective Date of new Agreement

FOLLOW UP NOTES:

Memorandum

To: Mayor Davis and Hailey City Council

From: Heather Dawson, Hailey City Administrator and Mariel Platt, Sustainability Coordinator

RE: Rubbish Hauling Contract

Date: November 14, 2011

The new franchise process starts with a decision to:

A. collect new bids for a hauling agreement similar in nature to the agreement structure we have now, or
B. amend our Request for Proposal in order to change the hauling contract to meet some of the new goals we've been developing under the sustainability programs and to address customers remarks collected over time.

A. There are several elements of our current franchise agreement that are highly desirable:

1. **The rate structure:** is established to distance the price between a small 32 gallon trash can ($11.80/month) and the larger 95 gallon trash can ($23.92/month). Imbedded in the rate is a recycling fee of $2.92/month that is the same for both can sizes. All customers within Hailey who have active water bills are required to choose, at a minimum, the $11.80/month service. This is to ensure that anyone generating trash within the city limits pay at least the base recycling fee and some trash service. Known at its inception as the "mandatory rubbish" program, its purpose was to keep canyons, alleys, empty lots, and other persons' trash cans from being filled up with trash. It also made curbside recycling hauling feasible 20 years ago. Eventually the language surrounding this matter evolved such that many now believe that recycling in Hailey is free.

Comments Collected:

- Hailey is a community that would be willing to pay more for increased recycling service.
- If customers are charged for recycling, recycling will be viewed poorly and decline.
- Hailey is the only local community that doesn't utilize the mid-sized 68 gallon trash can size, which customers predominately view as the most convenient size.
- Structuring trash can sizes without the 68 gallon option supports recycling by requiring customers to manage their trash in an effort to utilize the smaller can at less cost.
- Hailey's pricing structure penalizes larger households and families.
- It is important to make recycling more convenient, rather than "the right thing to do".
- A significant part of the cost of rubbish hauling (in both dollars and carbon emissions) are the frequent stops of the hauling trucks. A large trash can, along with a convenient recycling system, such as single stream recycling, would result in less pick-up stops, as many customers would only put their trash can out as needed. This concept is supported by a rate structure that does NOT differentiate significantly between small and large can sizes, but is mandatory for all customers in the service area.

B. Potential amendments to our current franchise structure to address these comments/ideas.

1. **The rate structure**: increase the base recycling fee and increase the gap between can sizes.

Pricing Example

Trash Can Size	Monthly Base Fee	Total Monthly Cost	Cost/Gallon of Trash	Aggregate Cost/Gallon (both Trash & Recycling)
Recycling Bins– Unlimited	$ 5.00	$ 5.00	No limits on gallons	
32 Gal Trash	$ 1.00	$ 6.00	.03 cents	.19 cents
68 Gal Trash	$11.00	$16.00	.16 cents	.24 cents
95 Gal Trash	$24.00	$29.00	.25 cents	.31 cents

The pricing example above assumes each customer would be required to have both recycling and trash services. Haulers would be asked to bid within margins for each can size, or be given a not-to-exceed base amount for the small can from which they would structure the other can size bids. Their challenge is to pencil out a viable bid without the large can cost becoming punitively expensive.

a. A riskier approach would be to allow customers to choose only the recycling option as they strive to achieve zero waste, setting that cost as the hauler's base bid target. The risk is that customers would not reach zero waste but use other person's trash cans, alleys, and canyons for their non-recyclable waste.

b. A rate incentive program could be established as an alternate. The pricing example above would not have a recycling fee, but instead would begin at the Total Monthly Cost and give billing credits for weeks during which only recycle bins are used. Credits could be structured to reward down to the Monthly Base Fee. Again, the risk of a messier city exists under this alternative, with the potential overstuffing of trash cans or contamination of recycle can content.

c. A third alternative is to eliminate the recycle fee portion of the rate, with outreach programs encouraging customers to recycle because it is free. Free is not necessarily convenient, and masks the fact that curbside recycling has a hauling cost component which is subsidized by the rates paid for trash hauling.

A. There are several elements of our current franchise agreement that are highly desirable:

2. **The hauling and outreach structure:** was established to include all trash in Hailey, whether it be residential, commercial, or construction, through an exclusive franchise agreement. Only self-haulers are allowed to haul trash, no other commercial competitor. Reasons for this structure included several elements:

a. more than one responsive hauling company were expected to bid, and lower rates were expected through a bid for an exclusive contract, based on volume.

b. it was believed that if only one hauling company operates in Hailey, heavy, noisy truck traffic and hauling activity on Hailey's streets would be reduced, supporting a higher livability element.

c. Hailey wanted to capture the construction waste activity through its franchise billing, in order to better understand its impact on the waste stream, recycling stream, and hauling activity.

d. Hailey residents and businesses would all be subject to the same information, for enhanced communication about hauling dates, holidays, and recycling opportunities.

Comments Collected

- Hailey's construction waste was significantly high in volume during the construction boom, and is one of the elements besides empty homes and businesses which have reduced the hauler's annual hauling fees by approximately $220,000 than is now received. The city's franchise revenue from construction waste has correspondingly been reduced by $26,000.
- There is significant potential volume in construction waste hauling to support lucrative alternative green business ventures or other small businesses.
- Construction waste is not billed in a way that is understandable to the builder or owner. There is currently no billing information offered to customers that communicates the amount of materials that are diverted from the landfill and the associated financial savings.
- Hailey's cardboard recycling bins seem to collect cardboard from commercial activities which should have cardboard hauled from their own commercial property.
- Truck traffic on streets would be reduced if trucks only traveled down each street once. This would also reduce hauling costs significantly.
- The current hauling fee structure makes it inconvenient to divert clean wood waste from a construction site; barriers include, but are not limited to limitations on receptacle size for this material.
- Contract excludes construction contractors' ability to haul project waste and diverted materials themselves.

- One-way hauling routes would generate significant opposition because some residents would have to place their trash can on the other side of the street, a physical difficulty for some.
- One-way hauling routes would generate significant opposition because some residents would have double the trash cans on their side of the street on hauling day.
- One-way hauling routes would save a significant amount of labor, fuel and corresponding carbon emissions.
- One- way hauling routes would take a significant outreach program to implement.

B. Potential amendments to our current franchise structure to address these comments/ideas.

2. The hauling and outreach structure: Some changes to the hauling and/or outreach structure could include some of the following:

a. Open the construction hauling contract up to green businesses to promote or enhance recycling efforts.

b. Require the billing structure of the hauler to be easily read so that builders/homeowners can better understand their savings obtained through recycling. A copy of a current bill is attached to this memorandum.

c. Require more stringent outreach/educational activities from hauler, including elements such as:

- monthly insert in OUR TOWN
- increased and improved signage on dumpsters to differentiate the different types of materials collected - color schemes, multiple languages and universal symbols.
- assigned personnel within hauling company to coordinate and maximize commercial and construction recycling opportunities, costs/benefits.

d. eliminate public cardboard dumpsters and require curbside cardboard recycling.

e. continue to encourage Blaine County to implement single-stream recycling to make recycling more convenient, and to increase the potential of adding other curbside recycling elements which could not go into the single-stream, such as organic waste.

f. set a target date (such as one-year into the franchise agreement) to implement one-way hauling routes, and partner with the hauler for outreach to identify the feasibility of such a program. Require two bid alternatives from the hauler, one for the one-way routes, and other for the first year (and thereafter if the one-way routes are not compatible with our community).

Attached to this memo is a proposed Request for Proposals to rubbish hauling companies which incorporate our team's recommendations from this memorandum. Potential Council motions following discussion of this matter may include:

Motion to approve RFP as drafted, and to authorize staff to proceed with collecting rubbish hauling bids.

Motion to approve RFP with amendments determined by the council.

Motion to remand RFP back to staff for further work to incorporate discussion elements or for further research and feasibility analysis of certain RFP items discussed above or unmentioned here

ADVERTISEMENT FOR BIDS

REQUEST FOR PROPOSALS

The City of Hailey is seeking proposals from rubbish collection, disposal, and hauling companies for the City of Hailey's rubbish and recycling service contracts.

Qualified firms are invited to submit a full proposal in the format outlined in the Request for Proposals to the office of the City Clerk at 115 S. Main, Suite H, Hailey, Idaho 83333 no later than **5:00 pm on January 10, 2012**to be eligible for this contract. Proposals received by the deadline will be opened at that time. City Staff will review the proposals provided and prepare a recommendation for the City Council to review and award a contract.

The PROPOSAL DOCUMENTS may be examined and obtained at the City of Hailey, 115 South Main, Suite H, Hailey, ID 83333, or requested by email from heather.dawson@ahileycityhall.org or printed from the City of Hailey website www.haileycityhall.org Include $5.00 for each set of documents requested to be mailed.

The City of Hailey reserves the right to reject any and all proposals, to waive any irregularities in the proposals received, and to accept the proposal deemed most advantageous to the best interest of the City. The City will also consider whether the proposer is a responsible proposer. All proposals must be signed by a person authorized to bind the company.

Publish: Idaho Mountain Express
November 30, 2011 and December 7, 2011

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CITY OF HAILEY
RUBBISH & RECYCLING SERVICES
REQUEST FOR PROPOSALS

1.0 INTRODUCTION:

A. INTENT: It is the intent of the City of Hailey to solicit proposals from and enter into an agreement with a qualified solid waste contractor(s) to provide solid waste collection services to City residents, businesses, and institutions. The service will include collection and hauling of trash and recyclables, as well as public information, customer service, public education, and data collection and reporting. As additional solid waste programs are needed, the contractor will be required to assist in developing such programs by conducting pilot projects and collecting data as specified. Contractor selection will be made on the basis of qualifications as described in this document as well as price

The City of Hailey wishes to minimize the impact of rubbish trucks utilizing Hailey's residential area streets, provide for recycling and waste reduction, and enhance customer service to residences and businesses through simple, comprehensive, and well-stated rubbish and recycling programs.

B. AREAS: Two types of areas have been designated within Hailey for solid waste programs, residential areas and commercial areas. Elements of the programs within these areas will generally include:

1.a. Mandatory Residential Solid Waste Collection – Exclusive Contract

The City of Hailey will enter into an exclusive contract for solid waste collection service for all residential accounts within the city limits of Hailey. Subscription to this service will be required of all occupied households with individual solid waste collection service, and of all residential complexes of four or less units. The City of Hailey will conduct the billing and collection of service fees based on a weekly and on-call pickup from such households and residential complexes. The contractor will be expected to provide data regarding amounts collected and tipping fees charged for base weekly services, for on-call solid waste collection services and for conversion of containers.

1.b. Residential Curbside Recycling Service – Exclusive Contract

The contractor will be required to provide for the removal of separated recyclable materials from individual households on a weekly basis. Pickup of recyclable materials shall be scheduled concurrently with the weekly solid waste pickup, and shall not be limited in quantity. Types of recyclable materials shall be designated by the City of Hailey in conformance with standards established at the Southern Idaho Solid Waste District and by Blaine County through its solid waste collection center programs at the Ohio Gulch Recycling and Transfer Station. The contractor will be expected to provide data regarding the amounts of recyclable materials collected and delivered, and revenue generated from such deliveries. The fee for such service will not be separated from the base residential solid waste collection fee. The city reserves the right to develop an incentive program whereby a credit may be generated for significant contributions of recyclable material. The contractor must provide an information and education program for new customers and for promoting recycling and waste reduction.

The contractor collecting residential solid waste and recyclable materials must provide, at no charge to the City of Hailey, one spring and one fall clean-up of biodegradable items, such as grass clippings, leaves, branches, clean wood and similar products.

1.c. Rates structure for Residential Solid Waste and Recyclable Material Collection.

Contractor's proposed rate structure shall include a base rate sufficient to cover the costs of hauling 32 gallons of trash per week plus unlimited recyclable materials. Rates for 68 gallon can sizes shall be at least 100% higher than the base rate, and rates for 95 gallon can sizes shall be at least 200% higher than the base rate.

1.d. Alternative Bids. Contractors may provide an alternative bid for a single hauling contract which combines both residential and commercial hauling, with recycling included.

2. Mandatory Commercial Solid Waste Collection – Exclusive Contract

The City of Hailey will enter into an exclusive contract for solid waste collection service for all commercial customers with the city limits of Hailey. Subscription to this service will be required of all residential complexes consisting of five or more units, and all other non-residential uses, including but not necessarily limited to businesses, institutions, construction companies, and governmental entities. At a minimum, the solid waste collection for commercial customers shall be made available on a weekly basis. On-call commercial solid waste collection in excess of the base weekly services shall also be provided by the contractor. The City of Hailey will provide, for a fee, the billing and collection of base service rates established between the solid waste contractor and customer. The contractor will be expected to provide data regarding amounts collected and tipping fees charged for delivery of waste from the commercial customers for base weekly services, for on-call solid waste collection services, and for conversion containers. The contractor must provide an information and education program for new customers and for promoting recycling and waste reduction.

3. Commercial Recycling Service – Exclusive Contract

The contractor will be required to provide for the removal of separated recyclable materials from commercial customers on a weekly basis. Pickup of recyclable materials shall be scheduled concurrently with the weekly solid waste pickup, and shall not be limited in quantity. Types of recyclable materials shall be designated by the City of Hailey. The City of Hailey shall reserve the right to enter into other exclusive recyclables materials hauling agreements with contractors for material outside of this designated list, which materials may be collected on-site in appropriately designated bins. Types of recyclable materials and the fees for collection of recyclable materials shall be subject to free-market forces, including any costs established by the Southern Idaho Solid Waste District and by Blaine County through its solid waste collection center programs at the Ohio Gulch Recycling and Transfer Station. The contractor will be expected to provide data regarding the amounts of recyclable materials collected and delivered, and revenue generated from such deliveries. The contractor must provide an information and education program for instituting programs to new customers and for promoting recycling and waste reduction. Containers and dumpsters used to collect recyclable material shall be clearly marked with clear, international signage

and standardized color schemes to denote what recyclable commodity is collected within the container.

The contractor collecting commercial solid waste and recyclable materials must provide, at no charge to the City of Hailey, garbage pickup services and recyclable material hauling services for the 4th of July festivities, the Northern Rockies Folk Festival and the Trailing of the Sheep Festival.

C. SUBMITTING PROPOSALS : Sealed proposals will be accepted until 4:00 p.m. on Tuesday, January 10, 2011. The proposal must be received (not postmarked) and specifically marked: RFP Solid Waste Collection Services- Rubbish & Recycling BID, and delivered to:

City of Hailey
City Clerk's Office
115 South Main Street, Suite H
Hailey ID 83333

D. PRE-PROPOSAL CONFERENCE: A pre-proposal conference will be held on Tuesday, December 13, 2011 at 11:00 a.m. in the Hailey City Hall Conference Room. The purpose of this conference is to provide background information to proposers and to answer any questions.

E. CLARIFICATION: Except for the pre-proposal conference, clarifications to the RFP will be provided only if questions are submitted in writing and received by the City Clerk (see address above, Section C) at least five (5) working days prior to the proposal opening. All clarifications to the submittal requirements will be addressed in a written addendum to the RFP. No verbal clarifications will be binding on the City or the vendor.

F. CONFIDENTIAL INFORMATION: Proposals may be considered a matter of public record after the award of the contract and, except as noted below, will be available for inspection and copying by any person after the award of this Contract. Trade secrets exempt from disclosure pursuant to Idaho Code Section 9-340(2) may be submitted in a separate envelope, sealed and marked "Confidential Information IC 9-340(2). The City will take reasonable efforts to protect such confidential information, but the City will assume no liability for disclosure of such information.

2.0 BACKGROUND:

The City of Hailey is currently operating under a seven-year franchise agreement for rubbish removal, which was to expire April 10, 2010, but was extended until April 10, 2012. The franchise was instituted with Hailey Ordinance No. 840 on April 9, 2003. On July 9, 1995, Hailey enacted Ordinance No. 559, which provided that Hailey conduct a billing service for its rubbish collection company in order to facilitate compliance with Hailey's mandatory collection and disposal rule which effected that all residences, businesses, and commercial enterprises be required to pay a base rubbish rate through Hailey. Ordinance No. 559 also required the rubbish removal company to collect and segregate all recyclable materials "at the time such service becomes feasible". That time arrived in 1995, when a fee for the collection and hauling of recyclable materials was added to the base rubbish rate, and the rubbish company instituted a program for curbside collection of recyclable materials within Hailey.

3.0 INFORMATION:

The City of Hailey currently bills approximately 2250 residential rubbish accounts and 210 commercial rubbish accounts. Our current provider hauls approximately 372 tons of rubbish per month from Hailey, and approximately 42 tons of recyclable materials per month.

4.0 SCOPE OF WORK:

A. Provide a residential rubbish & recycling collection and disposal program within Hailey.

B. Provide a commercial rubbish collection and disposal program within Hailey.

C. Provide a recyclable materials collection program which offers incentives for its use to residences and commercial enterprises within Hailey.

D. Provide an information and education program for instituting programs to new customers and for promoting recycling and waste reduction.

E. Provide a monthly billing program and accompanying reports.

F. Provide a fee to Hailey for use of its streets and rights-of-ways and billing service.

5.0 REQUIRED PROPOSAL CONTENT:

Respondents are required to provide the following minimum information:

1. Respondents need to provide the following information about their company:
   - Name, address and telephone number(s)
   - Names of representatives authorized to discuss this contract
   - A summary of the company's capabilities to meet the RFP's requirements as well as options beyond those requested by the City of Hailey.
   - Name, address and telephone number of personnel who would be responsible for this contract
   - References of other collection and disposal accounts including name and telephone number of a contact person. Include length of contract, size and current status (active, cancelled, past, etc.).

2. Respondents must describe its customer service capabilities, detailing its organizational chart and the number of employees in each area of service, and a description of its communication tools and equipment.

3. Respondents must fully describe its collection fleet and equipment, specifying minimum number and age of vehicles, and number and sizes of containers.

4. Respondents must indicate the rotation and timing of its collection and disposal programs including regular, holiday, and seasonal programs.

5. Respondents must provide detailed examples of educational and informational programs which will be used to introduce customers to their services. Include a description of how this information will be distributed to customers in both regular, special, and seasonal circumstances, and if a bilingual approach will be used.

6. Respondents must give detailed examples of educational programs and signage which will be used to promote waste reduction, showing the specific implementation and longevity of these programs.

7. Respondents must provide details of base rates and special service rates, payment provisions, and monthly billing activity and financial reporting. Include a description of any on-line capabilities.

8. Respondents must identify all costs and incentives associated with their proposal including any fees or monthly charges that are included and/or waived. Describe any discounts which may be included for certain customer groups or any incentives which may be applied for conservation efforts.

9. Respondents must indicate any unusual issues or problems that they may anticipate in providing the service.

10. Respondents must provide a minimum of three references with the names of the person or entity, a contact person, a mailing address and telephone number. The references should include, if possible, at least one governmental entity to which the contractor provides solid waste and/or recycling services. The other references can include current or past customers.

6.0 TERMS OF FRANCHISE AGREEMENTS

Each franchise agreement will be an exclusive contract for a period of five (5) years beginning on or after April 1, 2012 and upon contract signature, and will include an option to renew for an additional three (3) year period upon mutual agreement of both parties. The agreements will exclude any recyclable materials hauling services except cardboard, glass, aluminum, tin, oil, paper, and newspaper. Each Franchise Agreement will provide for the payment of a franchise fee of six percent (6%) and an administrative fee of six percent (6%) of gross revenue billed by the City of Hailey for all collection services. Each Franchise Agreement will provide that the contractor will obtain and maintain a performance bond throughout the term of the Franchise Agreement in the amount of $100,000. The proposed Franchise Agreements incorporate the components of the services described in Paragraph 1, above. The proposed Franchise Agreements are available for inspection at City Hall

CITY OF HAILEY
RUBBISH & RECYCLING SERVICES

PROPOSAL INFORMATION CHECK-OFF LIST

1.0

___ Summary of Company Capabilities and Mission Statement

___ Name, Address & Telephone Number of Contract Representative

___ References

2.0

___ Organizational Chart

___ Employees and their service areas and capabilities

___ Hardware, software, and administrative equipment

____Examples of bills, showing information to customers

3.0

___ Residential trash collection and hauling fleet and equipment

___ Residential recyclable materials collection fleet and equipment

___ Households hazardous waste disposal equipment

___ Organic materials collection equipment

___ Commercial trash collection fleet and equipment

___ Commercial recyclable materials collection fleet and equipment

4.0

___ Residential trash collection hours and cycle of operation

___ Residential recyclable materials collection hours and cycle of operation

___ Households hazardous waste disposal hours of operation

___ Organic materials collection hours and cycle of operation

___ Commercial trash collection hours and cycle of operation

___ Commercial recyclable materials collection hours and cycle of operation

5.0

___ New Residential Customer Information Packet

___ New Commercial Customer Information Packet

___ Description of information distribution plan.

6.0

___ Educational programs for residential waste reduction

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___ Educational programs for commercial waste reduction

7.0

___ Base monthly rates

___ Fees

___ Special Service Rates

___ Monthly Billing Sample

___ On-Line Capabilities

___ Additional Items

8.0

___ Costs

___ Incentives

___ Discounts

___ Conservation bonuses

___ Additional Items

9.0

___ Unusual Elements

10.0

___ Idaho Business License

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BIDDER COMPANY NAME: _____

AUTHORIZED BIDDER SIGNATURE: _____

TITLE: _____

BUSINESS ADDRESS: _____

_____

TELEPHONE: _____ DATE: _____

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