

Bel-Air Heights HOA
Trash and Recycling Meeting
Saturday August 29, 2015

The following met to review the scope, timing and other issues associated with requesting proposals for trash and recycling services:

Doug Brown, Rick Jarrold, Mindy Roth, Carol Wagner,

The meeting agenda is attached.

The HOA at the 2015 annual meeting provided authorization for the Board to obtain (through a competitive process) a new trash and recycling contractor to begin after expiration of the current Deffenbaugh contract on March 31, 2016.

The draft scope of services and Request for Proposals (RFP) for new trash, recycling and yard waste contract was reviewed by the group. The scope is for the same services that the HOA has today. A three year minimum term is desired, but up to a five year contract will be considered. It was agreed that the RFP, with minor revisions, should be issued as soon as possible (Final RFP Attached).

It was agreed that total cost to the HOA over the full contract period (up to five years) will be the most important factor in evaluating proposals. But, other factors will also be considered including references, past experience and any issues surrounding the transition to a new contract in making an award recommendation.

This group attending this meeting, with the addition of any other interested Board members, will conduct evaluations and interviews (as necessary). Interviews of representatives from the proposers are expected once a preferred firm or firms is identified. After evaluations and discussions, an award recommendation will be made to the full HOA Board for approval of a new contract.

The goal is to have a contract ready by the end of the year (end of December 2015) and begin the new contract April 1, 2016.

Attachments – RFP, Meeting Agenda