



# Agenda Report

**TO:** CCCSWA BOARD OF DIRECTORS

**FROM:** BART CARR, SENIOR PROGRAM MANAGER

**DATE:** APRIL 15, 2010

**SUBJECT:** RECOMMENDATION FOR KITCHEN FOOD PAIL SUPPORTING THE W.C  
RESIDENTIAL FOOD SCRAP PROGRAM

## SUMMARY

After conduct of a Request for Proposal (RFP) process that resulted in consideration of five proposals, staff is recommending selection of the Norsemen Kitchen Food Scrap Collector to support the Walnut Creek Food Scrap Program. The Norsemen collector is the same collection container currently in use in the Lamorinda food scrap program.

The selection was based on criteria described in the RFP document. Chief among these was meeting collector specifications listed in the RFP, unit pricing, and community preference. All five collectors met the listed specifications and pricing ranged from \$3.50 to \$4.95 per unit (pricing included tax, shipping, and message imprint). The Norsemen collector pricing was \$3.94 per collector and was second to least expensive of the group.

Staff publicly displayed all five collectors at information tables set up at two Safeway Stores in Walnut Creek and the W.C. Farmer's Market. Public feedback on container preference was received and was included in the selection process.

This RFP process, resulting in the selection of the Norsemen container, is an example of staff's effort to obtain competitive proposals that will provide the best product and pricing to support CCCSWA programs and services.

## RECOMMENDED ACTION

1. Staff requests Board approval to purchase 22,000 kitchen food scrap collection containers from Norsemen Inc. at a cost of \$86,680 (\$3.94 per container including tax, shipping, and message imprints).

## DISCUSSION

Selection of the kitchen food scrap collector was based on criteria described in the RFP document, which included:

1. *Ability to meet the product specifications*
2. *Cost*
3. *Community Input/Acceptance*
4. *Favorable references*
5. *Vendors meeting the date and time for submitting RFP.*

All five proposals and associated containers met the listed specifications.

Chief among the criteria used in our consideration was pricing and community preference. Pricing ranged from \$3.50 to \$4.95 (per unit) and included the basic unit cost, sales tax, shipping, and messaging imprints. The Norsemen collector pricing was \$3.94 per collector and was second to least expensive of the group.

<b>RTS</b>	<b>NORSEMEN</b>	<b>BUSCH</b>	<b>REHRIG</b>	<b>SURE-CLOSE</b>
<b>\$4.57</b>	<b>\$3.94</b>	<b>\$3.50</b>	<b>\$4.58</b>	<b>\$4.95</b>

Staff publicly displayed all five collectors at information tables set up at two Safeway Stores in Walnut Creek and the W.C Farmer’s Market. Public feedback indicated that the Sure-close container was most preferred followed by the Norsemen container. Public comment also said that container “Features” (i.e. capacity, lid closure, easy storage) was the most important factor in selecting the container. Finally, sixty-eight respondents out of 89 said they would use the service.

<b><u>Pail Preference</u></b>					<b><u>In selecting a pail, what factor is most important?</u></b>			<b><u>Will you participate?</u></b>
<b>RTS</b>	<b>REHRIG</b>	<b>SURE-CLOSE</b>	<b>BUSCH</b>	<b>NORSEMEN</b>	<b>Lowest Price</b>	<b>Appearance</b>	<b>Features</b>	<b>Yes/Total #</b>
<b>13</b>	<b>13</b>	<b>28</b>	<b>14</b>	<b>21</b>	<b>31</b>	<b>34</b>	<b>53</b>	<b>68 / 89</b>

The final selection of the Norsemen was made by a committee made up of CCCSWA, City of Walnut Creek, and Waste Management staff members. The selection of the Norsemen container was based on the following considerations:

- Second to lowest cost of the five submitted proposals/containers.
- Second to highest preference count during our public preference surveys
- Positive experience with the Norsemen container in Lamorinda
- The Norsemen successfully met all specifications established in the RFP (as did all other proposals)

With Board approval of this selection, staff will purchase 22,000 containers, (20,000 for distribution in Walnut Creek and 2000 replacements) using funding allocated for food scrap container purchase in the FY 2009/10 DIF budget.