



RAMSEY/WASHINGTON  
RECYCLING & ENERGY

# Pre-Proposal Conference

# Composting Services RFP

June 10, 2022

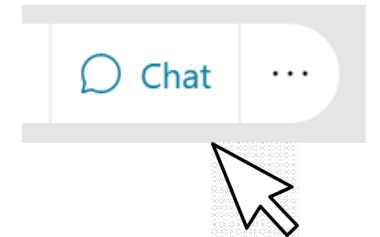
Proposal Due Date: July 8, 2022

***Online participants: please keep microphones muted***

# Welcome

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- **Hybrid meeting – both virtual and in-person at R&E Center**
- **Virtual participants: Please keep your mic muted at all times**
- Questions?



- **Ask today:** During Q&A section of meeting
  - Virtual participants: Use the “Chat” feature in WebEx (lower right corner of your screen) to type in your question

*Note: Oral statements (including during this pre-proposal conference) shall not be relied upon to be terms of the RFP documents. All modifications to RFP documents shall be in writing.*

- **Ask after the meeting:** email [jredmond@recyclingandenergy.org](mailto:jredmond@recyclingandenergy.org)



# Presentation Outline

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- Overview of Ramsey/Washington Recycling & Energy
- Overview of food scrap bags
- Composting services scope overview
- RFP process and information
- Q&A after presentation



# Ramsey & Washington Counties, MN

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- Two counties in the eastern part of the seven-county Minneapolis-St. Paul metropolitan area
- Population of 810,000+
  - 14% of the population of Minnesota
- Consists of urban, suburban and rural areas
- Racially diverse, many languages spoken
- In Minnesota, counties are the unit of government responsible for the management of solid waste and implementing programs (recycling, composting, hazardous waste disposal, etc.)



# Recycling & Energy Board

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- Joint powers board
- Five Ramsey County and four Washington County commissioners
- Own and operate a waste processing facility in Newport, MN, the Recycling & Energy Center (R&E Center)
- Board projects are completed by R&E staff, working closely with staff from each county's public health department



# Vision

Vibrant, healthy communities without waste

# Mission

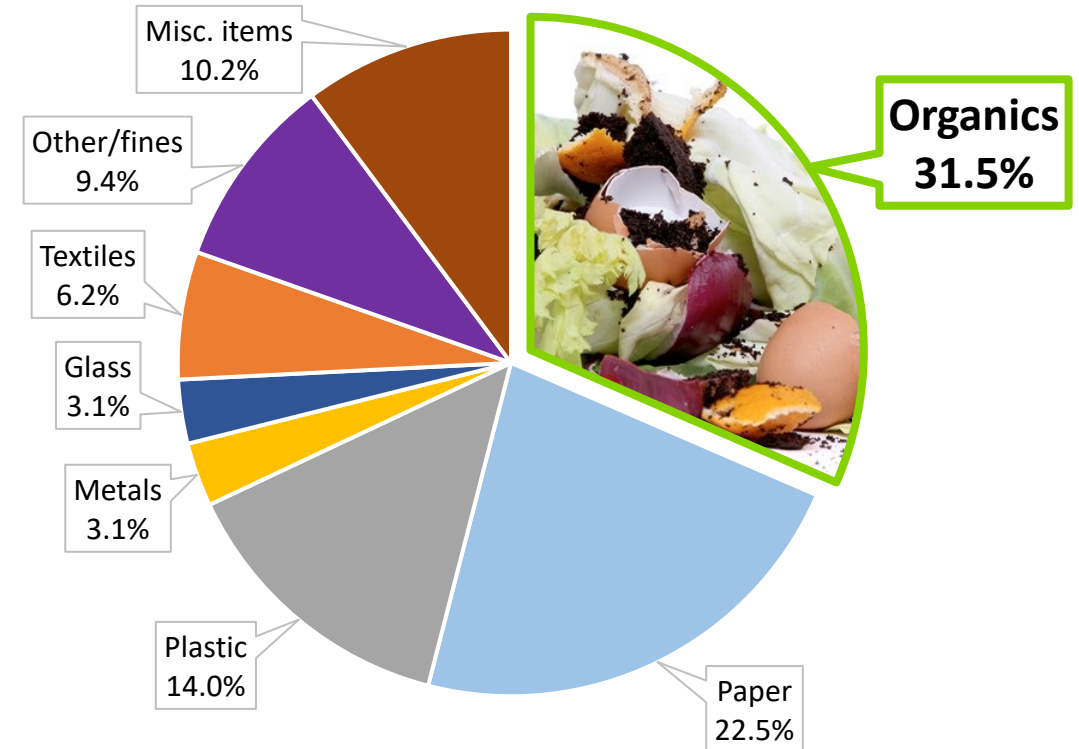
Enhancing public health and the environment by creating value  
from waste through partnerships



# Opportunity to Recycle Food Scraps

- Food scraps and other organics comprise over 30% of household trash by weight
- Recycling food scraps (e.g., composting) prevents this material from becoming trash
- Collecting food scraps will help meet state recycling goals
- Keeping food scraps out of landfills reduces carbon emissions to mitigate climate change

Trash Composition by Weight (2018)



# “Food Scraps Bag” Process



1

Put your food scraps into “food scrap bags” and put them in their trash cart or dumpster for collection.



2

Haulers collect the bags along with the trash.



3

The bags are sorted from the trash at transfer stations and the R&E Center.



4

Food scraps are recycled at compost facilities.



# Food Scraps Bag Program Plans

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- Pilot program launch planned for late 2022; phased launch tentatively starting in spring 2023
- Goal of 40% participation by year 6 – estimated 127,000+ households
- Annual supply of bags are free to residents
- Bags ordered online or via phone
- R&E will educate and promote program
- R&E also will manage or oversee:
  - Manufacturing and distribution of bag products
  - Online ordering (website) and customer service
  - Sortation of bags from MSW
  - Contracts with end markets for food scrap recycling



# Anticipated Timeline, Volumes & Materials

- Program pilot launch anticipated for late 2022 (small number of households participating)
- Program “phased in” upon pilot completion in 2023
- Food scrap bag “accepted” materials include clean food scraps, compostable products (e.g., BPI and non-recyclable paper)
- Contract anticipated to continue until selected end use market vendor facility is operational & accepting materials (est. 24-36 months from launch)

**Total FSB Tonnage Estimates for Ramsey and Washington Counties**  
(Assuming a 5-year Growth Period to 40% Participation\*)

Year		Estimated Annual Volume (Tons)
0	2022**	286
1	2023	1,896
2	2024	28,201
3	2025	28,964
4	2026	29,726
5	2027	30,488
6-10	2028	30,488

\* Assuming 5-year growth period to 40% participation.

\*\* 2022 year-end roll-out and partial year of service.



# Composting Services Requirements

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## **Anticipated Volumes** *(2.2 of Attachment 4):*

- Accept SSO food scrap bag loads from R&E
- Will not be a “put or pay” contract
- Capable of accepting walking floor trailer, minimum weekly

## **Required Compost Quality & Reporting** *(2.3):*

- MPCA Compost Facilities Rule 7035.2836 (all provisions)
- Class I compost per MPCA or MNDOT standards
- US Compost Council STA certification
- **Not** allowed: finished compost products used for ADC
- Compostable food scrap bags must be composted (**not** disposed as residue or landfill)



# RFP Evaluation

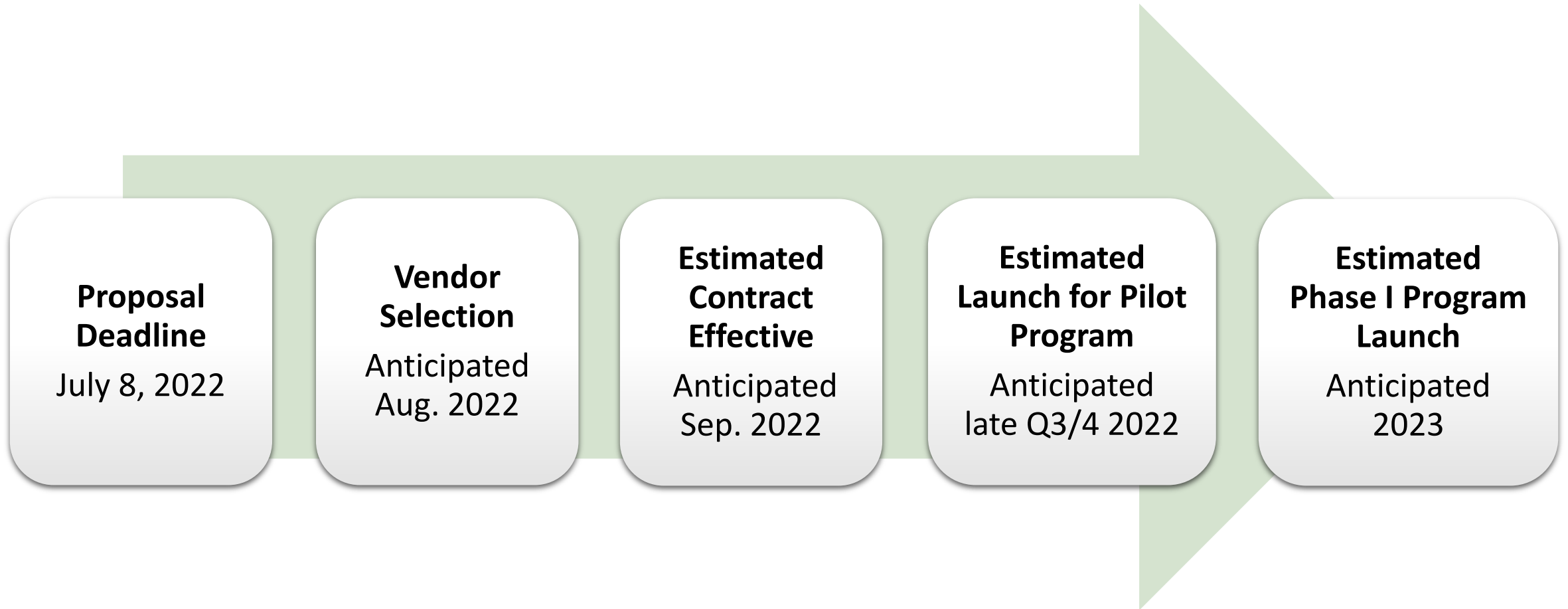
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- All required items must be included in the response (see Section 2.2. Instructions to Proposers – Page 8 – Table 05: Proposal Checklist)
- Proposers will be ranked based on responses
- Evaluation considerations will include qualifications, demonstrated understanding and approach, cost, references, and any additional relevant information
- Selected proposers may be chosen for interviews



# Overall Timeline

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# RFP Process Point of Contact & Addendum

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Section 1.10 of RFP – page 6 – Table 02: Point of Contact

All inquiries shall be submitted to Jim Redmond at  
[jredmond@recyclingandenergy.org](mailto:jredmond@recyclingandenergy.org)

Due date for proposer questions: June 17, 2022

All addenda will be published on the R&E website at  
[www.recyclingandenergy.org/vendors](http://www.recyclingandenergy.org/vendors)



# Proposal Checklist

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## **Section 2.2 of RFP – Table 05: Proposal Checklist**

- Signed cover letter (Section 2.3)
- Proposal response form (Attachment 1; Section 2.4)
- Contractor information and reference form (Attachment 2; Section 2.5)
- Firm intro, qualifications, experience and key personnel (Section 2.6-2.8)
- Work plan for scope of services (Attachment 4, Section 2.9)
- Cost/budget – Completed Price Worksheet (Attachment 5; Section 2.10)
- Exceptions to Terms and Conditions (Section 2.11)
- Designation of Trade Secret Information (Attachment 3; Section 2.12)



# Next Steps

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Notify Jim Redmond via email ([jredmond@recyclingandenergy.org](mailto:jredmond@recyclingandenergy.org)) if you wish to be added to the email distribution list about this RFP

- Note: sample food scrap bags are available to proposers upon request (limit 4 bags).

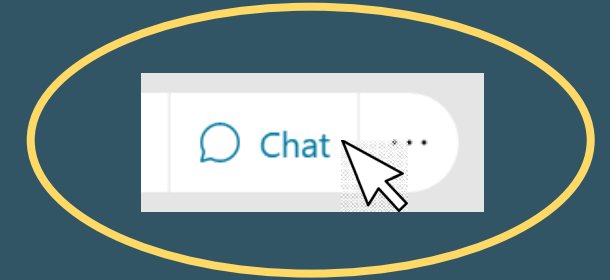
## Next Steps

- Questions may be emailed to [jredmond@recyclingandenergy.org](mailto:jredmond@recyclingandenergy.org)
- All clarifications and RFP revisions will be documented in an addendum and published to R&E's website [www.recyclingandenergy.org/vendors](http://www.recyclingandenergy.org/vendors)
  - Questions received after 4pm on June 17 may not be answered

## Proposals due Friday, July 8, 2022, by 2:00pm CT

- Proposal mailing address – Section 2.2 of RFP – page 7 – Table 04





# Question & Answer

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