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# REQUEST FOR PROPOSALS (RFP)

## Community Recycling Program

City of Nevada, Iowa

### *1. Introduction*

The City of Nevada, Iowa is looking to expand recycling opportunities for residents and visitors. We are inviting qualified vendors to submit proposals to help us design, install, and maintain a recycling program that is easy to use, cost-effective, and sustainable.

Our goal is to make recycling more accessible, keep our community clean, and reduce landfill waste. We are specifically interested in exploring multiple service models so we can determine what works best for our community.

### *2. Project Overview*

The City is seeking proposals that include one or more of the following program options. Vendors are encouraged to propose on one, two, or all three options.

#### **Option 1: Centralized Recycling Bin(s)**

A small number of recycling bins placed in one or more central, high-traffic locations (such as near public facilities or downtown areas) where residents can drop off materials.

#### **Option 2: Subscription-Based Service (Opt-In/Opt-Out)**

A voluntary program where residents can choose to subscribe to recycling services for a recurring fee.

#### **Option 3: Citywide Contract (Universal Participation)**

A comprehensive recycling program where all residents participate, typically funded through a citywide fee or utility billing structure.

### *3. Scope of Services*

The selected vendor will work with the City to support the program in the following ways:

#### **A. Equipment**

Provide durable, weather-resistant recycling bins suitable for outdoor public use. Bins should be clearly labeled so users know what can and cannot be recycled.

#### **B. Placement & Installation**

Work with City staff to identify good locations for bins, such as parks, public buildings, and other high-traffic areas. The vendor will be responsible for installing the bins at approved sites.

#### **C. Collection Services**

Provide regular pickup of recyclable materials. At a minimum, bins should be serviced bi-weekly, with flexibility to increase frequency if needed based on usage.

**D. Materials Handling**

At a minimum, the program should accept common recyclables such as paper, cardboard, plastics (#1 and #2), and metal cans. Vendors may also propose including glass or other materials.

**E. Maintenance**

Keep bins clean, in good working condition, and free from overflow. This includes routine cleaning as well as repairs or replacement when needed.

**F. Reporting**

Provide simple monthly updates to the City, including how much material is being collected and any issues encountered.

**4. *Vendor Qualifications***

We are looking for vendors who have experience working with recycling or waste services, especially in a municipal or public setting. Proposers should be able to demonstrate reliability, proper licensing and insurance, and provide references from similar work.

**5. *Proposal Requirements***

To help us evaluate your proposal, please include the following:

**A. Company Information**

Basic information about your company, including contact details and relevant experience.

**B. Approach**

A description of the bins you would provide, how you would handle collection, and what materials would be accepted.

**C. Pricing Options**

Please provide clear and detailed pricing for each option you are proposing:

**Option 1: Centralized Recycling Bin(s)**

- Cost per bin (purchase or lease)
- Installation costs
- Ongoing collection and servicing costs
- Recommended number of bins and locations

**Option 2: Subscription-Based Service (Opt-In/Opt-Out)**

- Monthly or annual cost per household
- How residents would enroll or cancel
- Any minimum participation requirements
- Billing and customer service approach

**Option 3: Citywide Contract (Universal Participation)**

- Cost structure for a citywide program (per household, per ton, or other)
- Estimations about participation and volume
- How billing would be handled (e.g., through City utilities)

Please also include a brief comparison of the advantages and challenges of each option, if possible.

Please clearly outline the pros, cons, and operational differences between these two approaches if available.

**D. Timeline**

An estimated schedule for getting the program up and running.

**E. References**

At least three references from similar projects.

**6. *Evaluation Criteria***

We will review proposals based on overall value, including cost, experience, quality of equipment, reliability of service, and the expected environmental impact.

**7. *Contract Terms***

The City anticipates entering into a contract of one to three years, with the possibility of renewal. The City reserves the right to reject any or all proposals and to select the proposal that best meets the needs of the community.

**8. *Submission Instructions***

Proposals should be submitted either electronically to [emousel@cityofnevadaaiowa.org](mailto:emousel@cityofnevadaaiowa.org) or in a sealed envelope to:

City of Nevada  
Attn: City Clerk  
1209 6<sup>th</sup> Street  
PO Box 530  
Nevada, IA 50201

Deadline:

\*Late submissions will not be considered.

**9. *Questions***

If you have questions about this RFP, please contact:

Jordan Cook  
[jcook@cityofnevadaaiowa.org](mailto:jcook@cityofnevadaaiowa.org)  
515.382.5466

**10. *Additional Information***

The City may request additional information from proposers, negotiate with selected vendors, or modify or cancel this RFP if needed.

To the City Council of Nevada,

My name is Gavin Stone, I am the owner of Pratt Sanitation Inc. I am writing because I will be unable to attend the council meeting scheduled for 4/27/2026. The topic of recycling for our community is on the agenda. As a local business owner in the industry, I would like to offer my options and concerns. We are aware of the City of Ames' upcoming transition from the current waste to energy system and the challenges it will bring to our community with managing our waste streams. Traditional recycling will now be mandated by the Iowa DNR. Among those changes, Ames has offered communities within its waste planning zone an opportunity to "piggyback" on to their upcoming curbside recycling program. While this option may seem attractive for its ease of implementation for recycling, I don't believe this is the best option for the City of Nevada for several reasons.

Nevada has a long history of supporting privately operated waste collection companies in the city. Curbside recycling will be another service option to be offered by the current collection companies operating in our community. At Pratt Sanitation, we intend to offer recycling collection services to all of our customers in the near future. Speaking with my peers in the industry, I am under the impression they are intending to do the same. Offering these services will provide additional employment opportunities within our community and continue to embrace the long-standing free-market options available to the citizens of Nevada. Only those citizens that wish to participate in recycling will do so, keeping recycling contamination to a minimum. I personally believe this is the best path forward for recycling in Nevada.

Drop off recycling is another option for the city to consider. Attractive in its simplicity, there are many challenges to single site drop off recycling. A city of Nevada's size would require multiple containers and or sites to adequately handle the expected volume of recycling to be produced. Along with this challenge, recycling contamination will be hard to control with open drop off points. In my opinion, this would be the least attractive option moving forward.

Should the council wish to explore a contract collection option, I believe the city should seek its own RFP rather than 'piggyback" off Ames' program. Nevada may have very

different goals for recycling than the City of Ames, and I believe those goals should be properly conveyed to potential contractors with its own RFP. I also believe that contracting these services would contradict the previously mentioned free-market history of waste collection in our community. Contract collection will require payment by citizens whether they use the service or not. Forced participation will increase contamination rates eventually leading to increased costs.

I would like to thank you for taking the time to read this letter and taking my thoughts into consideration. I would also like to apologize for not being in attendance at this meeting. If anyone of you have questions for me or if I can provide any more information, I can be reached by phone at 515-382-4951 or email at [gstone@prattsanitation.com](mailto:gstone@prattsanitation.com)

Thank you,

Gavin Stone

President, Pratt Sanitation