

# **Catawba Nation Environmental Services Request For Proposal to Provide Trash and Recycling Service**

## **Scope of Services**

### **A. Provide quality service to the Catawba Nation for residential trash and recycling pick up**

1. The scope of work will include weekly residential trash pick-up (96-gallon containers). Catawba Nation currently has approximately 280 customers. Most customers have one container, however there are customers that have two containers.
2. There is also a small number of our customers (approximately 12) that cannot bring the trash container to road and therefore will need the selected vendor to retrieve from the designated area near the home.
3. In addition, the scope of work includes weekly recycling services, customers recycle using 18-gallon containers.
4. Recovery Service for customers (trash and recycling) that are not picked up by vendor for whatever reason excluding those that are not on vendors customer list.
5. The Environmental Services Division, in collaboration with Accounts Payable, maintains the customer list. However, within the scope of work there is an expectation for the list to be synchronized and adhered to by the respective contractor.
6. All totes for trash and recycling for new customers and cancellations will be serviced by the Catawba Nation Environmental Services staff.

### **Time and Place of Submission of Proposals**

7. This Request for Proposal will be released for vendors and public review on September 12, 2024. The proposals will be due September 26, 2024, by 5:00 PM. Proposal can be delivered to the Environmental Services or emailed to [Tiffany.Witherington@catawba.com](mailto:Tiffany.Witherington@catawba.com) and [Kandis.Faile@catawba.com](mailto:Kandis.Faile@catawba.com) .

8. Selection of the preferred vendor will be made so that the respective contract can be executed by both parties and new service anticipated to begin Friday November 8, 2024.
9. Questions can be directed to [Tiffany.Witherington@catawba.com](mailto:Tiffany.Witherington@catawba.com) and [Kandis.Faile@catawba.com](mailto:Kandis.Faile@catawba.com) .