



**SOLID WASTE ADVISORY COMMITTEE**

Thursday, December 5, 2019

10:00 AM

Central Texas Council of Governments (CTCOG)  
2180 North Main Street  
Belton, TX 76513

**1. Call to Order.**

- The meeting was held electronically using a Google Poll. The poll was open from December 5, 2019 until December 6, 2019.

**2. ACTION ITEM: APPROVAL OF REVISION TO NOVEMBER 18, 2018 MEETING MINUTES.**

- After reviewing the meeting minutes from the November 18, 2018 meeting, Staff noticed two errors regarding the HHW event funding allocations for FY19. The original minutes have the below listed for funding allocations:
  - 2/23: Copperas Cove - **\$12,5000**
  - 3/16: Gatesville - \$12,500
  - 4/13: Hamilton - \$18,000
  - 6/29: Killeen - \$10,000
  - **10/2019**: Temple – Remaining Funds
- The City of Copperas Cove amount should read \$12,500.
- The City of Temple event date should read 9/2018. The 10/2019 event received funds from FY20. The revised minutes are attached for SWAC review and approval.

**The SWAC voted to approve the revision to the November 18, 2018 meeting minutes.**

**3. ACTION ITEM: APPROVAL OF FY20-21 HHW EVENT CONTRACTOR.**

- At the October 2019 meeting, SWAC discussed the need for an RFP to solicit for an FY20-21 HHW Event Contractor. After SWAC approval, the RFP was issued on October 18<sup>th</sup> and proposal submission concluded on November 18<sup>th</sup>. CTCOG received proposals from two waste management companies, Stericycle and Clean Harbors. Staff scored each proposal on selection criteria, waste management services, responsiveness of proposal, and cost of services.

- The SWAC Subcommittee met with CTCOG Staff on November 21<sup>st</sup> to review each proposal and discuss the various scoring criteria. With much consideration given to cost and service capabilities, the Subcommittee and Staff recommend Stericycle as the FY20-21 HHW Event Contractor.
- With the approval of SWAC, Staff will proceed with contracting Stericycle. This contractual process will include negotiating a few contract terms as requested by the Subcommittee to ensure timeliness and correctness of invoices, communication regarding cost reduction alternatives, coordination with event onsite managers to validate volumes and loads, taking of electronics and mobilization fees.

**The SWAC voted to approve Stericycle as the FY20-21 Household Hazardous Waste Event Contractor.**

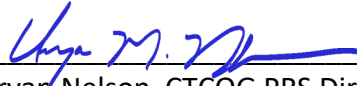
**4. ADJOURNMENT.**

- Voting concluded on Friday, December 6, 2019 at 5p.m.



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Zoe Rascoe, SWAC Chair



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Uryan Nelson, CTCOG PRS Director