

# BOARD AGENDA ITEM

**TO:** Dr. Michelle Hubbard, Superintendent

**FROM:** Dr. Leigh Anne Neal, Chief of Early Childhood/Sustainability

**SUBJECT:** BOE Agenda Item – April 24, 2023  
Authorization to Contract with Missouri Organic for Food Waste Collection Services

**DATE:** April 17, 2023

## Overview

Staff recommend contracting with vendor Missouri Organic for food waste collection services.

The District issued a Request for Proposal (RFP) for food waste collection services on February 27, 2023. The RFP was posted on the District’s website; the District also publicized the RFP on the national Public Purchase bid platform, and contacted local service providers, as well as three minority commerce organizations, with information regarding the RFP. The District received two proposals from the following service providers: KC Can Compost and Missouri Organic.

Staff evaluated and ranked the proposals using the following criteria: the service provider’s experience and qualifications; the service provider’s service approach; and the service provider’s proposed costs. Missouri Organic was the lowest cost, highest ranked service provider.

The term of any awarded contract will run from July 1, 2023 through June 30, 2024, with four annual (12-month) options to renew for an additional year term (which will run from July 1<sup>st</sup> through June 30<sup>th</sup> of each renewal year), with the contract potentially running through June 30, 2028.

Initial annual costs are estimated to be approximately \$75,000, although costs are contingent upon the number of food waste containers, along with the pickup schedules, selected by the District in a given year. Missouri Organic is offering a flat pick-up rate of \$5.60 per waste container for the initial contract term; for subsequent annual renewals, Missouri Organic may request increased annual unit contract pricing at least 90 days prior to the annual contract renewal, with the understanding that the proposed price increase will not exceed the All Urban Consumer Price Index (CPI) for these services.

Based in Kansas City, Missouri, Missouri Organic has provided food waste collection services to the District since 2015.

These items are budgeted to be paid with general operating funds.