

Regional Waste Management Consulting Services RFP Q&A

- What is the budget for this project?
See table below.
- If this project received a Grant from DEEP, what was the amount of the Grant?
WestCOG developed the Scope of Work contained within the RFP and obtained a \$150,000 grant from the Connecticut Department of Energy and Environmental Protection (CTDEEP) to undertake the Study. See table below.

Tasks	Est. Budget	Est. Completion
Technical assistance (e.g., identifying potential services to be provided by an RWA; providing inventory and evaluation of infrastructure and service needs in the region).	\$60,000	2025 Q2
Administrative costs prior to collaborative action , RWA formation (or municipalities joining an existing RWA).	\$30,000	End of 2025 Q3
Legal assistance (e.g., determining governance structure; preparing legal documents including memorandums of understanding/agreement, bylaws, municipal resolutions/ordinances).	\$60,000	End of 2026 Q1
TOTAL NOT TO EXCEED BUDGET	\$150,000	

- Do consultants need a legal counsel on their team?
WestCOG would work with the Chief Elected Officials and their staff members to develop a structure for the implementation of a collaborative effort. WestCOG has requested legal and administrative assistance as part of the second phase of this grant, to supplement any tasks that are not currently conducted by the COG.
- For transitioning from phase I to phase II, how should the proposal be structured?
There may be some flexibility amongst the two phases. The CT DEEP grant is structured in two phases. In Phase I, the consultant will be asked to reevaluate B&L's findings in its earlier study and to work with WestCOG and the communities to explore potential cooperative waste management efforts. During this phase, participants will evaluate the possibility of cooperative actions, i.e. forming or joining a RWA, or other type of agreement, to address specific waste streams and potentially to provide some level of governance. If it is decided that some or all the communities wish to create or join a regional waste authority, the consultant may be asked to provide legal assistance that may include but is not limited to determining governance structure and preparing legal documents including

memorandums of understanding/agreement, bylaws, and municipal resolutions/ordinances.

- Does the Request for Proposals describe why WestCOG is doing this project?

The Connecticut Department of Energy and Environmental Protection (CTDEEP) awarded WestCOG a grant in August of 2024 for the purpose of addressing issues identified below. This Project seeks to build upon the work already done by B&L for WestCOG – to further investigate the potential for cooperative waste management among the remaining communities. Such cooperative efforts could include the formation of a new regional waste authority or joining an existing regional waste authority.

Whether the municipalities join an existing RWA, create a new one, or establish an alternative method of regional collaboration, WestCOG's initial focus is on two primary objectives: 1) reducing operational costs associated with solid waste collection and transfer station operations, and 2) evaluating how to optimize existing infrastructure and procurement processes. Per DEEP's requirements, Project tasks will support formation, or expansion, of regional waste authorities that contribute to:

1. Reducing MSW generation.
2. Increasing diversion and collection/ processing of recyclables and organic materials.
3. Increasing in-state solid waste disposal capacity.
4. Providing efficient and streamlined services and administrative capacity for member municipalities.

- How will the work you are conducting consider the work being conducted by other regional waste entities such as HRRRA?

WestCOG intends that this study will benefit those communities who are not currently part of a collaborative effort to manage waste. Should WestCOG establish an authority, opportunities for collaboration with HRRRA will be explored. It is WestCOG's goal to be supportive of other entities engaged in the provision of these services.

- What are the time constraints on this process?

WestCOG has a grant agreement with DEEP to complete the first phase of this process by August 15, 2025 and the second phase by June 30, 2026. Should an extension be necessary, WestCOG may request an extension of our grant agreement with DEEP.

- Would WestCOG be in a position to negotiate contracts on behalf of municipalities?

In the event that participating municipalities decide to work with WestCOG on cooperative waste management efforts, WestCOG may agree to assist

municipalities in negotiating contracts for waste processing/disposal. The end goal is to bring about cost savings and streamline the waste management process. If an RWA is established, that entity would handle these arrangements for participating municipalities.

- Will WestCOG dedicate staff should an RWA be established?

To be determined based upon the tasks to be undertaken.