

**VILLAGE OF LAKE BLUFF
COMMITTEE-OF-THE-WHOLE MEETING
November 28, 2016**

APPROVED MINUTES OF MEETING

The Village of Lake Bluff Board of Trustees met as a Committee-of-the-Whole (COW) in the Village Hall Board Room (40 East Center Avenue) on Monday, November 28, 2016. Village President O’Hara called the meeting to order at 6:30 p.m. and in the absence of Village Clerk Aaron Towle, Deputy Village Clerk Drew Irvin called the roll and announced the following were present:

Village President: Kathleen O’Hara

Trustees: Barbara Ankenman
Steve Christensen
Mark Dewart
Eric Grenier
William Meyer

Absent: John Josephitis, Village Trustee
Aaron Towle, Village Clerk

Also Present: Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Susan Griffin, Finance Director
Michael Croak, Building Codes Supervisor
Jeff Hansen, Village Engineer
Franco Bottalico, Administrative Intern

Non-Agenda Items and Visitors

President O’Hara stated the COW allocates 15 minutes for those individuals who would like the opportunity to address the COW on any matter not listed on the agenda.

There were no requests to address the COW.

Consideration of the Minutes from the August 8, 2016 Committee-of-the-Whole Meeting

Trustee Dewart moved to approve the August 8, 2016 COW Meeting Minutes as presented. Trustee Ankenman seconded the motion. The motion passed on a unanimous voice vote.

A Discussion Regarding the Request for Proposals for the Village’s Residential Recyclable, Solid, and Landscape Waste Collection Services

Village Administrator Irvin reported in mid-September the Village and Lake Bluff Park District solicited proposals from the waste hauling community for the collection of the recyclable, solid, and landscape waste collection services for all single-family and certain multi-family dwellings in the Village. With a deadline of October 19, five (5) proposals were submitted to the Village. He stated an Evaluation Committee (Committee) consisting of Finance Committee Chairman Steve Christensen, SEC Co-Chair Brian Rener, Superintendent of Public Works Jake Terlap and himself met on October 27, 2016 and (i) reviewed all of the proposals and, utilizing the criteria outlined in the RFP, and (ii) narrowed the number of proposals to two (2) with which to conduct negotiations and discussions to identify the proposer and

proposal that best meets the objectives of and are most advantageous to the Village.

Village Administrator Irvin reported on November 10, 2016 the Committee met with two (2) proposers (Groot Industries, Inc. and Lakeshore Recycling Systems) to discuss their proposals, experience with Pay-As-You-Throw (Limited Waste Collection) Programs, and sustainable practices. Based on these conversations and subsequent follow-up telephonic discussions with the proposers, it was the unanimous recommendation of the Committee to attempt to finalize negotiations with Groot Industries, Inc. Groot Industries, Inc.'s proposal demonstrated the following:

- their professional qualifications, experience and past performance providing HHW services with communities like and including Lake Bluff;
- adherence to the RFP requirements (unlike a competitive proposer that could only provide collection on Wednesday, and not the current Monday/Tuesday collection schedule as desired);
- an operational approach that aligns with the Village's sustainability goals (100% CNG fleet for the term of the contract);
- a reasonable cost associated with the proposal that will result in an immediate annual savings in excess of \$80K;
- responsiveness to the Village's desire to offer residents the ability to elect a modified Pay-As-You-Throw, limited collection program; and
- cooperation to provide e-waste collection at the Public Works & Recycling Center Facility for residents, in addition to weekly curbside collection.

Following a discussion regarding the cost associated with all of the proposals, the satisfaction with the current provider, Village sustainability goals, a desire to minimize any solid waste left on the curb under the proposed PAYT program, and next steps in the process, the consensus of the COW was to consider a contract with Groot Industries, Inc. at its December 12, 2016 meeting.

Adjournment

As no further business came before the COW, Trustee Dewart moved to adjourn the meeting. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 6:55 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator