

NEIGHBORHOOD TRASH COLLECTION TOOL KIT

ABOUT TRASH & RECYCLING IN CENTENNIAL

Trash and recycling services are provided by private companies in the City of Centennial, with each provider operating on their own pick up schedule. Some HOAs throughout the City have contracted with one trash provider in an effort to receive favorable rates and reduce truck traffic in neighborhoods.

NEIGHBORHOOD TRASH COLLECTION PROCESS

If your neighborhood is interested in a single pick up day, here are suggested ideas and items to consider:

1. Start by surveying fellow neighbors to see if they have an interest in using a single trash service provider.
2. Research and compile a list of trash service providers for consideration.
3. Draft a proposal and share it with each participating neighbor to allow for their reaction and feedback. Share the list of potential providers as well.
4. Send out proposals for service. Requesting quotes from multiple companies is recommended.
5. Document responses received from the trash service providers, share this with each neighbor.
6. Record neighbor reactions to the trash service quotes.
7. Negotiate further with remaining viable vendors.
8. Neighbors collectively select the winning vendor bid.

NEIGHBORHOOD TRASH COLLECTION SURVEY

1. Are you interested in selecting a single trash service provider for our neighborhood? Benefits include lower rates and garbage collection on a single day each week in an effort to reduce truck traffic.

YES _____ NO _____ NOT SURE _____

2. Please identify your current garbage-collection company and how much you pay for this service.

3. How much into the future have you pre-paid for service from your current garbage collector? (For example, have you already paid for three more months?)

4. What is the minimum size garbage and recycling containers we should seek in a group effort?

Garbage _____

Recycling _____

5. Do you have a preference on which day of the week garbage is collected? If yes, please identify the day and explain briefly why that day is preferred.

6. What other features or services of garbage collection, if any, are important to you?

7. Other thoughts or comments:

Your Contact Information

Name: _____

Address: _____

Phone Number: _____

Please return survey to:

Name: _____

Address: _____

Phone Number: _____

PROPOSAL TIPS

Proposals should identify the location of the neighborhood and the number of residences that are seeking competitive proposals for garbage and recycling collection services. Set a deadline for proposals to be received, identify the date the vendor should begin providing service, and include any other particular concerns or highlights of your neighborhood. Consider including the following items:

- ✓ Services to be provided to:
 - Include the neighborhood name/location
 - Number of homes requesting service
- ✓ Deadline to return proposal
- ✓ Contract
 - Duration
 - Terms
 - Homeowner obligations/rights
- ✓ Pricing
- ✓ Future renewal options
- ✓ Pick-up day
 - Regular service
 - Holidays
 - Recycling
 - Other
- ✓ Basic services
 - Permitted/provided trash cans
 - Recycling details
 - Pick-up guidelines
- ✓ Billing
 - Billing periods
 - Discounts
- ✓ Neighborhood contact information

POTENTIAL VENDORS

Business Name	
Contact	
Phone Number	
Website	
Notes	

Business Name	
Contact	
Phone Number	
Website	
Notes	

Business Name	
Contact	
Phone Number	
Website	
Notes	

POTENTIAL VENDORS (continued)

Business Name	
Contact	
Phone Number	
Website	
Notes	

Business Name	
Contact	
Phone Number	
Website	
Notes	

Business Name	
Contact	
Phone Number	
Website	
Notes	

Business Name	
Contact	
Phone Number	
Website	
Notes	