



AUSTIN STREET CENTER

Request for Proposal (RFP)

Trash Service Provider

Issued by: Austin Street Center

Issue Date: 7/21/2025

RFP Number: RFPTRASHFY25

1. Introduction

Austin Street Center is a nonprofit organization committed to providing safe shelter and meeting the basic needs of the most vulnerable homeless. We are seeking proposals from qualified vendors to provide trash and waste removal services at our campus. The selected vendor will demonstrate a commitment to reliable, cost-effective, and environmentally responsible waste management practices.

Our current trash service includes pickup at 2 addresses located across the street from one another:

1717 Jeffries St. Dallas TX 75226

2 Waste Container 8 Cu Yd, 8 Lifts Per Week (Each container is lifted 4 times each week)

2929 Hickory St. Dallas, TX 75226

2 Waste Container 8 Cu Yd, 8 Lifts Per Week (Each container is lifted 4 times each week)

1 Recycle Container 8 cu Yd, 3 Lifts Per Week

Additional Service from Dec – Mar during Inclement Weather months:

1 Waste Container 30 cu Yd, On Call Service to empty as filled

2. Scope of Work

The selected provider will be responsible for the following:

1. Scheduled Waste Pickup

- Regularly scheduled trash pickup (minimum of 3 times per week or as needed based on volume)
- Pickup days and frequency to be mutually agreed upon
- Ability to adjust schedule for holidays or special events

2. Containers

- Provide appropriately sized dumpsters/containers based on site assessment
- Maintain cleanliness and serviceability of containers
- Replace damaged or unsanitary containers as needed

3. Disposal and Compliance

- Responsible for the disposal of general waste in compliance with city, county, state, and federal regulations
- Provide documentation of compliance with all environmental and disposal regulations

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- Optional: Provide recycling services and/or bulk pickup as needed (please specify availability and costs)
- 4. **Additional Services (Optional)**
 - On-call pickups for overflow or special circumstances
 - Recycling or composting options,
 - 1. Include any contamination policies
 - 2. What type of recycling is offered, Single-Stream or Multi-Stream
 - Monthly waste volume reports or analytics

Lifts are expected on a weekly basis starting from September 1, 2025, and continuing for 3 years through October 31, 2028.

3. Proposal Requirements

Vendors must include the following in their proposal:

- Company name, address and contact information
- Years in business and experience in trash removal services
- Proposed service schedule and pickup frequency
- Type and size of containers provided
- Emergency or Overflow Service Availability
- Monthly flat fee or per pickup cost
- Itemized breakdown of services, fuel surcharges and any other additional fees
- Pricing for optional services (i.e. recycling)
- Payment terms and accepted payment methods
- Proof of general liability insurance
- Three (3) references from current or past clients

4. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Cost, pricing structure and value
 - Service reliability and flexibility
 - Company experience and references
 - Environmental responsibility
 - Customer service and responsiveness
 - Quality of completeness of proposal
 - Minority or Women-Owned Business Certified
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5. Timeline

Milestone	Date
RFP Released	07/21/2025
Questions Due	08/04/2025
Proposal Submission Due	08/11/2025
Vendor Interviews (if needed)	08/18/2025
Vendor Selection/Notification	08/25/2025
Contract Start Date	09/01/2025

6. Submission Instructions

Attn: Alissa Rodgers, Chief Financial Officer
Austin Street Center
accounting@austinstreet.org
PO Box 710729 Dallas, TX 75371
972-807-0017

7. Questions and Clarifications

Any questions related to this RFP must be submitted in writing to accounting@austinstreet.org by the date listed in the Timeline. Please include the RFP Number in the subject of the email.

8. Terms and Conditions

Austin Street Center reserves the right to:

- Accept or reject any or all proposals
 - Award contracts to multiple vendors
 - Request additional information from any respondent
 - Cancel or modify this RFP at any time
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