

Request for Information (RFI)

Cardboard Collection and Recycling Services

Scope of Work:

UT-Battelle, LLC. is the managing contractor for the Oak Ridge National Laboratory (ORNL). ORNL has experienced significant growth in recent years, which includes growth in consumables, shipping materials, cardboard, etc. To assist in handling the increase in cardboard recycling, UT-Battelle is seeking information for innovative and efficient methods of cardboard collection and recycling across multiple campus locations, some of which present space limitations. Interested parties are invited to submit creative solutions that enhance operational efficiency and reduce manual effort requirements.

Current Operations:

At present, cardboard is deposited by staff into overhead bins, manually loaded into dump trucks, and transported to a 40-yard compactor. Additionally, several overhead dumpsters are serviced by a compactor truck and when full, are transported to a landfill for recycling.

Annual Volume:

In fiscal year 2024, approximately **377,096 pounds** of cardboard were collected.

Service Requirements:

- Develop and propose improved collection strategies for diverse site conditions.
- Recommend methods to minimize manual handling during pickup and transportation.
- Service frequency: minimum of bi-weekly pickups, or extended intervals if operational efficiencies are achieved.

Objectives:

- Streamline the cardboard collection process to enhance efficiency and reliability.
- Reduce the manual effort required to manage cardboard collection and disposal.
- Respectfully integrate existing unionized truck drivers and laborers into any proposed solution.
- Maintain 100% recycling of all cardboard.

Contract Term:

To be determined based on the scope and effectiveness of the proposed solutions. A formal Request for Proposal may be issued later.

Additional Considerations:

Responses must respect the current unionized workforce. Proposed strategies should improve efficiency without displacing staff, instead aiming to incorporate or adapt existing roles within the new processes.