



Alachua County, Florida
Solid Waste & Resource Recovery
Gus Olmos, Director
County Administration Building, Gainesville, FL 32601

PROPOSAL DOCUMENT REPORT

RFA No. RFA 22-333-MM

[Waste Reduction Grant](#)

RESPONSE DEADLINE: June 22, 2022 at 2:00 pm

Report Generated: Wednesday, July 6, 2022

Keep Alachua County Beautiful, Inc. Proposal

CONTACT INFORMATION

Company:

Keep Alachua County Beautiful, Inc.

Email:

gina.kacb@gmail.com

Contact:

Gina Hawkins

Address:

211 SW 4th Ave., Suite 1
Gainesville, FL 32601

Phone:

(352) 371-9444

Website:

<https://www.kacb.org/>

Submission Date:

Jun 22, 2022 11:41 AM

ADDENDA CONFIRMATION

Addendum #1

Confirmed Jun 22, 2022 11:39 AM by Gina Hawkins

QUESTIONNAIRE

1. Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.*

Confirmed

***Please Note:** Responses to this question may be publicly displayed after the due date has passed.*

2. Alachua County Government Minimum Wage*

Select which option that apply

Employees involved with Alachua County projects are paid a minimum of \$17.00 hourly or the current prevailing wage but are not provided health benefits

***Please Note:** Responses to this question may be publicly displayed after the due date has passed.*

3. Drug Free Workplace*

In accordance with §287.087, Florida Statute

Do you certify that you meet the following:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Yes

Please Note: Responses to this question may be publicly displayed after the due date has passed.

4. Conflict of Interest*

The bidder certifies that to the best of his knowledge or belief, no elected/appointed official or employee of the County is financially interested, directly or indirectly, in the purchase of the goods or services specified on this order. (Select yes, if there is no conflict of interest)

Confirmed

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5. You have reviewed and completed all the required submittal requirements..*

Confirmed

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6. Waste Reduction Grant Application

On April 12, 2022 the Alachua County Board of County Commissioners approved the creation of a Waste Reduction Grant program to be administered by the Solid Waste and Resource Recovery Department. The purpose of this grant is to create, or enhance, Waste Reduction activities by the non-governmental, non-profit and for-profit sector for the benefit of Alachua County. Grant proposals will be evaluated based on criteria including, but not limited to, the amount of solid waste diverted from the landfill, the ability of the Waste Reduction activities to continue when the grant is exhausted, and the activity's alignment with the County's Waste Reduction goals as approved in the County's Zero Waste Plan. The maximum award for a Waste Reduction Grant is \$40,000.00.

Recipients of a Waste Reduction Grant from Alachua County will be required to provide quarterly reports to Alachua County detailing the progress of the activities supported by the grant, the tons of waste diverted and a summary of the activities undertaken in support of the Waste Reduction activity proposed in this application.

APPLICANT INFORMATION*

Name of Entity: _____

Address: _____

Phone Number: _____

Primary Contact Name/Title: _____

Entity Federal Employer Identification Number (FEIN): _____

Name of Entity: Keep Alachua County Beautiful

Address: 211 SW 4th Avenue Suite 1, Gainesville, FL 32601

Phone Number: 352.371.9444

Primary Contact Name/Title: Gina Hawkins, Executive Director

Entity Federal Employer Identification Number (FEIN): 59-3078627

IS THE ENTITY APPLYING A NON-GOVERNMENTAL NON-PROFIT OR FOR-PROFIT ENTITY REGISTERED IN, AND IN GOOD STANDING WITH, THE STATE OF FLORIDA? *

Eligibility

Yes

DOES THE ENTITY APPLYING HAVE A BUSINESS ADDRESS LOCATED IN ALACHUA COUNTY, FL?*

Eligibility

Yes

IS THE ENTITY APPLYING INVOLVED IN ONE OF THE BELOW ACTIVITIES? *

Proposals that include the use of tires, plastics or plastic derived materials as a fuel source or as feedstock for a waste to energy facility are not eligible to receive funding.

Food Waste Composting

Recycling

Reuse / Repair

Education and Outreach

Other Waste Reduction activities as recommended in the County's Zero Waste Plan

Research

PROVIDE A DETAILED DESCRIPTION OF THE WASTE REDUCTION ACTIVITIES FOR WHICH GRANT FUNDS ARE BEING REQUESTED.*

Waste Reduction Activities Description

The project involves the acquisition of an Utility Terrain Vehicle (UTV) that will be driven by two employees with the goal of removing litter in the city of Gainesville and unincorporated Alachua County. The UTV we have chosen is the Kawasaki 2023 MULE SX. Kawasaki is a trusted brand that has been used successfully by Keep Brevard Beautiful for litter removal. The employees will set out four times each week to a different location each time and in rotation so that the areas remains clean. Those locations are a 4.85 mi section of Waldo Road, a 5.13 mi section of NE 53rd Ave, a 4.26 mi section of E University Ave, and a 4.23 mi section of NE 16th Ave. In total, we will be cleaning approximately 18.5 miles of road. Those roads are: NE Waldo Rd. from University Ave. to 63rd Ave.; NE 53rd Ave. from 34th Blvd. to Waldo Rd.; E University Ave. from Waldo Rd. to Newnans Lake; and NE 16th Ave. from Main St. to Waldo Rd.

Follow this link to a labeled map with all of the road segments highlighted:

<https://docs.google.com/document/d/1y2ZRxW-DSJTVwqxOVGmxlowi-luziZLRs9NadbsNFx0/edit?usp=sharing&lowi-luziZLRs9NadbsNFx0/edit#>

We have chosen all the locations strategically close to the Leveda Brown Environmental Park and Transfer Station. We plan on storing the UTV at a shelter there while it is not in use. Thus, we have eliminated the need for a truck and trailer to haul the UTV from a distant storage location. Moreover, after the waste is picked up, the disposal will happen at the transfer station, too. Additionally, part of the safety and cleaning equipment for the employees has already been procured by us. Since we specialize in litter abatement, we already have much of the equipment on hand such as gloves, safety vests, first aid kits, and trash bags.

Staff and volunteers will record the amount of materials collected for both disposal and recycling for each segment of road on a daily basis. This will allow us to assess the impact of the UTV drivers and volunteers clean-up activities. We will also record the number of miles cleaned each day and the number of hours of work completed. Maintenance and fueling records for the UTV will also be kept.

HOW MANY TONS OF SOLID WASTE ARE ESTIMATED TO BE DIVERTED FROM THE LANDFILL BY THESE WASTE REDUCTION ACTIVITIES ON AN ANNUAL BASIS? IF MORE THAN ONE TYPE OF WASTE (E.G. FOOD WASTE, C&D MATERIALS, RECYCLABLES, ETC.) WILL BE DIVERTED, PLEASE PROVIDE TONNAGES FOR EACH TYPE.*

Waste Reduction Activities Description

We estimate we can collect 16 bags weighing 25 pounds of solid waste each working day based on similar projects. On an annual basis, that accumulates to about 45 tons. The solid waste will be removed from our streets and roads and transferred to the Leveda Brown Environmental Park, where it can be disposed of in a more environmentally-conscious way. If the trash were not collected, the

trash would be filling our land and waterways in the worst possible way, in an uncontrolled landfill of sorts. These efforts will help to maintain the visual appeal of heavily trafficked areas as well as protect the nearby ecosystems from potentially harmful waste.

In addition to this roadside litter cleanup project, KACB is proposing to assemble a stakeholders task force under a separate grant that will address the heart of the issue by reducing the incidence of litter at the source: the people of Gainesville and Alachua County. This task force, a litter prevention strategy team, will improve waste reduction behaviors through enforcement of solid waste ordinances, and a litter prevention advertising campaign will target adults and youth to educate them on how their behaviors affect litter. The stakeholders will be recruited from state and municipal solid waste agencies, educational institutions, law enforcement agencies, the judiciary, tourism development agencies, businesses, chambers of commerce, and other interested members of the public. The task force activities and advertising campaign will be funded from other grants.

PROVIDE AN ESTIMATED TIMELINE FOR THE IMPLEMENTATION OF THESE WASTE REDUCTION ACTIVITIES.*

Waste Reduction Activities Description

Litter Removal Days = LRD

January: Project begins on January 1, 2023. 18 Litter Removal Days (LRD) scheduled.

February: 14 Litter Removal Days (LRD) scheduled.

March: 18 Litter Removal Days (LRD) scheduled.

April: Status report provided to Alachua County. 16 Litter Removal Days (LRD) scheduled.

May: 19 Litter Removal Days (LRD) scheduled.

June: 17 Litter Removal Days (LRD) scheduled.

July: Status report provided to Alachua County. 17 Litter Removal Days (LRD) scheduled.

August: 19 Litter Removal Days (LRD) scheduled.

September: 16 Litter Removal Days (LRD) scheduled.

October: Status report provided to Alachua County. 18 Litter Removal Days (LRD) scheduled.

November: 18 Litter Removal Days (LRD) scheduled.

December: 16 Litter Removal Days (LRD) scheduled. Grant completed by December 21, 2023.

PROVIDE A BUSINESS PLAN WHICH INCLUDES INFORMATION ABOUT HOW THESE WASTE REDUCTION ACTIVITIES CAN SUSTAIN THEMSELVES BEYOND THE LIFE OF THE GRANT.*

Upload PDF Formatted Business Plan

Business_Plan_-_KACB_UTV_Roadside_Pickup.pdf

IF THE WASTE REDUCTION ACTIVITIES FOR WHICH GRANT FUNDS ARE BEING REQUESTED WILL REQUIRE FUNDING OUTSIDE OF THE WASTE REDUCTION GRANT IN ORDER TO BECOME VIABLE, PLEASE DETAIL HOW THE ADDITIONAL FUNDING WILL BE ACQUIRED AND WHETHER OR NOT THE ADDITIONAL FUNDING HAS ALREADY BEEN SECURED.

Additional Funding Detail

For the past 30 years, Keep Alachua County Beautiful has worked to educate, empower, and energize the local community in improving aesthetics and preserving the natural resources of Alachua County. KACB was established in 1991, and since then it has regularly received more than \$100,000 annually from public agencies (city, county, and state governments) and private foundations including UPS, Clay Electric, Weyerhaeuser, Lowe's, Altria, and Keep America Beautiful.

KACB has used these funds to support hundreds of community projects over the years. For example, KACB has established five community gardens through grant funding and continues to expand and maintain the gardens for the communities. Additionally, KACB utilizes a long-standing partnership with the South West Advocacy Group in order to implement an after-school environmental educational program for elementary school-aged children. KACB staff and volunteers also remove graffiti and litter on a daily basis, seven days each week. Beautification projects including tree planting, mural painting, invasive plant removal, and the restoration of cemeteries and other historical sites are completed on a weekly basis.

KACB has seen profound success with its prior litter cleanup efforts. Most notable is our signature Great American Cleanup event, the largest volunteer effort in Alachua County. The GAC is hosted all year long and brings together thousands of local community members to help eliminate litter, graffiti, and other blight. KACB has hosted the GAC for the past 29 years, where we have consistently engaged 3,000 to 5,000 volunteers annually. An annual cleanup and volunteer appreciation day is hosted annually for Gainesville and unincorporated Alachua County, and separately in each of the other municipalities in Alachua County, too.

From July 1, 2020 through June 30, 2021 alone, 3,003 KACB volunteers provided 15,648 hours of service. The volunteers collected 411,920 lbs. of litter for disposal. Nearly 6,000 pounds of bottles, cans, tires and yard trash were collected for recycling. Additionally, each semester KACB enlists the help of five to ten undergraduate and graduate interns from the University of Florida and Santa Fe College who work five to twenty hours each week to assist in the creation, implementation and continued support of KACB projects and interests. These staff and interns implement the following programs: a litter prevention social media and membership campaign; the Adopt A Road program; the Cigarette Litter Prevention Program; waterways cleanups; twice weekly “after hours” downtown summer cleanups; after-school environmental education at community centers; promotion of energy conservation, water conservation, proper household hazardous waste disposal, invasive species eradication, recycling, waste prevention, and more.

While no additional funding has been secured specifically for this grant, we intend to work with stakeholders such as the University of Florida, City of Gainesville, Florida Department of Transportation, U.S. and Florida Fish and Wildlife Commissions, Visit Gainesville, and Alachua County to secure additional funding. Additionally, with the more than \$100,000 awarded annually to KACB by public agencies (city, county, and state governments) and private foundations including UPS, Clay Electric, Weyerhaeuser, Lowe’s, Altria, and Keep America Beautiful, KACB can leverage additional funds and materials necessary for the success of this project from other private foundations and sponsors..

PROVIDE A DETAILED RESPONSE TO HOW THESE SOLID WASTE REDUCTION ACTIVITIES ALIGNS WITH THE ALACHUA COUNTY ZERO WASTE PLAN.*

Waste Reduction Activities Description

The clean-up project aims to reduce and remove litter around the city of Gainesville and the unincorporated area of Alachua County that lies within the Municipal Service Taxing Unit. A team of two employees, operating a utility terrain vehicle, will set out four times each week into the more heavily-littered areas to pick up any and all litter they observe. Approximately five additional volunteers will be fielded weekly on foot in each of these four areas to clean up smaller bits of litter such as cigarette butts, broken glass, plastic straws, and bottle caps. The litter will be separated into different categories for recycling and disposal purposes, as per the outline of the Alachua County Zero Plan; the program will reduce the litter present on roadways and in waterways while recovering litter such as bottles and cans for sale to processors for eventual manufacture into new products. Landfill space will be conserved through these recycling efforts. As importantly, trash will be controlled from filling our land and waterways where it is an eyesore, polluting, and endangers both wildlife and humans. Furthermore, our hands-on litter removal activities engaging pedestrian volunteers creates and reinforces a strong waste reduction ethic for these volunteers and the general public when they witness the volunteers in action.

WHAT IS THE TOTAL AMOUNT REQUESTED BY THE ENTITY THROUGH THIS GRANT APPLICATION? PLEASE INCLUDE A DETAILED BREAKDOWN OF HOW THE FUNDS POTENTIALLY PROVIDED THROUGH THIS GRANT WOULD BE USED.*

Example:

Total Request = \$40,000.00

1. Salaries = \$12,500.00 – Position title(s)
2. Equipment = \$15,000.00 – Equipment information
3. Supplies = \$10,000.00 – Supplies information
4. Promotional materials = \$2,500.00 – Promotional materials information

Total Request = \$40,000

1. Salaries = \$29,866

Two salaried maintenance drivers will clean the listed roads. They will also be tasked with disposal of the solid waste collected at the Alachua County transfer station and keeping records of the materials disposed and recycled. Our labor will consist of two workers at \$17 per hour. The workers will work four days each week for a 4-hour shift each, a salary of \$27,744. With FICA tax included, the personnel costs are \$29,866. The executive director, Gina Hawkins, will provide training, supervision and safety training. Her position is funded by separate litter prevention agreements with the City of Gainesville, Alachua County, and Keep America Beautiful.

2. Equipment = \$8,789

In order for our employees to collect litter in an efficient manner, the funds allocated to equipment will be used to provide them with an UTV plus the shipping and handling costs to deliver the equipment. The UTV we plan to purchase is the 2023 Kawasaki MULE SX, a vehicle designed to handle tough terrain. We plan to buy the 2023 Kawasaki MULE SX for \$7,799 plus shipping and handling costs of \$990.

3. Fuel Costs = \$1,064

Fuel was estimated at assuming the current average gas price of \$4.75 would continue into 2023. Approximately 20 miles would be driven every work day. and the average mileage of the MULE SX is 20 MPG. The fuel cost is estimated at \$1,064.

4. Additional Supplies & Miscellaneous Expenses = \$281

For refreshment of our workers, we plan to buy an Igloo Cooler to fill with water and ice so refillable bottles can be used by the workers. The workers will also need security vests, gloves, helmets, hand held grabbers, bags, buckets, first aid kits. The cleanup and safety supplies will be afforded by separate grants and sponsors and will be provided as matching support.

Our two maintenance employees will require vests, gloves, and first aid materials for safety, and trash bags for litter collection. These items will be provided by KACB. The remaining \$281 will be budgeted toward any potential repairs on the MULE, a water cooler, and any other training and safety materials and supplies that we may need.

5. Matching Funds and In Kind Support = \$52,146

Clean-up and safety supplies, volunteers, and indirect costs will be provided from existing public and private grant sources, and in kind support. Approximately \$26,000 in volunteer hours value, \$7,467 in safety training and administration, \$250 in supplies, and \$18,429 in indirect costs (overhead) for a total of \$52,146 in matching funds and in kind support.

IS THE APPLYING ENTITY WILLING TO ACCEPT PARTIAL FUNDING OF THEIR GRANT REQUEST IF THE SOLID WASTE AND RESOURCE RECOVERY DEPARTMENT, WHICH ADMINISTERS THIS GRANT, OPTS TO ONLY PARTIALLY FUND THE GRANT REQUEST.*

Yes

UPLOAD SUPPLEMENTAL INFORMATION (IF APPLICABLE)

Upload any supplemental information.

Suppl._Attachment_1__Map_of_Waste_Removal_Sites.pdfSuppl._Attachment_2_Litter_Cleanup_Volunteer.jpgSuppl._Attachment_3
Budget-_KACB_UTV_Roadside_Cleanup.pdfSuppl._Attachment_4_Business_Plan_-_KACB_UTV_Roadside_Pickup.pdf

Keep Alachua County Beautiful (KACB)

UTV Roadside Cleanup Project Business Plan

Identity

KACB is a non-profit with a mission to beautify, conserve resources, recycle, educate and preserve our community's environmental legacy.

Problem

Streets and roads in Alachua County are littered with solid waste that has an adverse effect on its quality of life, aesthetics, and natural resources. Alachua County is looking for trustworthy non-profit organizations that specialize in waste management.

Our solution

As a pilot program, we propose an UTV Roadside Pickup program to clean up four roads near the Gainesville Regional Airport four times a week. We are also proposing a Litter Prevention Task Force, waste reduction advertising campaign, and an environmental education program. These two programs would be funded by separate grant awards from Alachua County.

Target market

We will be submitting the grant to the Alachua County Board of Commissioners in response to a Request for Applications posted by Alachua County.

The competition

We will be competing with non-governmental, non-profit, and for-profit organizations. We are confident the KACB record of community involvement on litter prevention, cleanup, recycling, and environmental education will make us stand out among our competition.

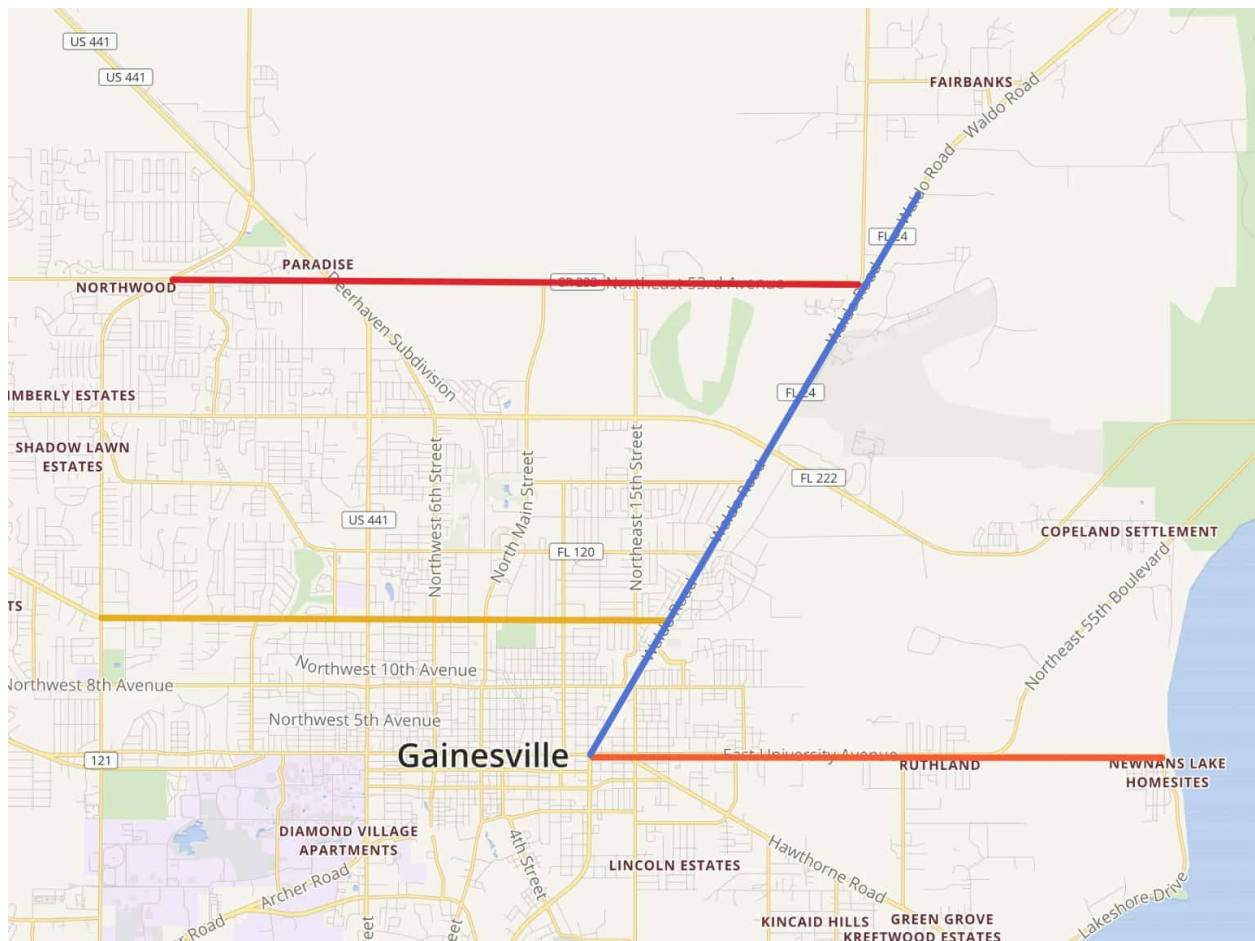
Revenue streams

KACB receives annual funding from the City of Gainesville, Alachua County, Keep America Beautiful, private foundations, businesses, and individuals to afford continued implementation of cleanup efforts including the insurance, supplies, administration, and indirect costs associated with our litter reduction and beautification efforts. Over \$100,000 has been awarded annually to KACB to implement these programs and all indications are that this funding will continue at this level. We will work to partner with stakeholders such as University of Florida, Florida Fish and Wildlife Conservation Commission, Visit Gainesville, and the Greater Gainesville Area Chamber of Commerce to receive additional funding from them.

| | |
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| | to continue the program and complement the Alachua County and City of Gainesville grant funds allocated. |
| Marketing activities KACB utilizes social media, a website, newsletters, individual and group presentations, educational webinars and seminars, and advertising to promote litter prevention, litter cleanup, recycling, food and yard waste, composting, beautification, graffiti prevention, and invasive plant and animal eradication. | Expenses UTV Employees salaries Safety equipment Cleaning equipment |
| Team and key roles 1 Executive Director (1 FTE) 2 Maintenance Drivers for the UTV Roadside Pickup Plan (1 FTE) 1 Litter Prevention Task Force Coordinator(.25 FTE) 1 Communications Coordinator (.25 FTE) 1 Volunteer Coordinator (.25 FTE) 1 Graffiti Prevention Specialist (.5 FTE) 1 Finance Coordinator (.5 FTE) 1 Human Resources Coordinator (.25 FTE) 2 Environmental Education Specialists (.25 FTE) | Milestones Established on August 16, 1991, KACB celebrated 30 years of service in 2021. 01/01/23: Project Start 04/01/23: Status Report 06/01/23: Status Report 10/01/23: Status Report 12/31/23: Project End |

Attachment 1 – Project Boundary Map
KEEP ALACHUA COUNTY BEAUTIFUL
Fiscal Year 2022 - 2023
WASTE REDUCTION GRANT PROGRAM
KACB UTV Roadside Cleanup Project

The KACB UTV Roadside Cleanup Project will focus on roads adjacent or in close proximity to the Leveda Brown Environmental Park, and Gainesville Regional Airport. Specifically, it will include a 4.85 mi section of Waldo road, a 5.13 mi section of NE 53rd Ave, a 4.26 mi section of E University Ave, and a 4.23 mi section of NE 16th Ave. Below is an illustrated map with the road segments highlighted:





Detailed Budget Table

Project Name: ____ KACB UTV Roadside Cleanup _____

Organization Name: ____ Keep Alachua County Beautiful _____

| Cost Line Item | Cost Element | Grant Funding Amount | KACB Funding Amount | KACB Funding Source (Cash or In-Kind) |
|----------------|---|----------------------|---------------------|---------------------------------------|
| 1 | Salary for Maintenance Staff @\$17per hour | \$29,866 | | |
| 2 | Salary for Safety Training and Admin. @ \$17 per hour | | \$7,467 | Cash |
| 3 | Volunteer Hours | | \$26,000 | In-Kind |
| 4 | Fuel | \$ 1,064 | | |
| 5 | Equipment | \$8,789 | | |
| 6 | Water Coolers, Bottles, and Other Misc. Supplies | \$281 | | |
| 7 | Cleanup Supplies | | \$250 | Cash |
| 8 | Overhead @ 25% | | \$18,429 | Cash |
| 9 | TOTAL Project Costs | \$ 40,000 | \$52,146 | |

Basis of Estimates

Staff Labor - Our labor will consist of two workers at \$17 per hour. The workers will work four days each week for a 4-hour shift each, a salary of \$27,744. With FICA tax included, the personnel costs are \$29,866. The executive director, Gina Hawkins, will provide training, supervision and safety training. Her position is funded by separate litter prevention agreements with the City of Gainesville, Alachua County, and Keep America Beautiful.

Fuel - We will clean four roads around the Gainesville Regional Airport and NE Waldo area and in east Gainesville. Those roads are: NE Waldo Rd. from 39th Ave. to 63rd Ave., NE 53rd Ave. from Main St. to Waldo Rd., E University Ave. from 15th St. to Lake Shore Dr., and NE 16th Ave. from Main St. to Waldo Rd. We estimate that approximately 20 miles of driving will happen each workday. Assuming the cost of gas remains around \$4.75 and gas mileage is 20 MPG, then the fuel cost is estimated at \$1,064.

Equipment Expenses - We plan to buy the [2023 Kawasaki MULE SX](#) for \$7,799 plus shipping and handling costs of \$990.

Materials and Supplies - To refresh our workers, we plan on buying an Igloo [Cooler](#) to hold water and ice to allow the use of refillable bottles by the workers. The workers will also need security vests, gloves, helmets, hand held grabbers, bags, buckets, first aid kits. The cleanup and safety supplies will be afforded by separate grants and sponsors and will be provided as matching support.

Matching Funds and In Kind Support - Clean-up and safety supplies, volunteers, and indirect costs will be provided from existing public and private grant sources, and in kind support. Approximately \$26,000 in volunteer hours value, \$7,467 in safety training and administration, \$250 in supplies, and \$18,429 in indirect costs (overhead) for a total of \$52,146 in matching funds and in kind support.

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