



STAFF UPDATES



## STAFF REPORT

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To: SBWMA Board Members  
From: Cliff Feldman, Recycling Programs Manager  
Date: March 25, 2010 Board of Directors Meeting  
Subject: Update on Republic Contract Compliance

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### Recommendation

This is an informational report and no action is necessary.

### Analysis

Since July 2008, Republic Services (formerly Allied) has been required to submit its monthly Board packet information on the Monday (e.g., March 16, 2009 by 5:00pm) prior to the SBWMA issuing the Board packet which is one-week in advance of the Board meeting. Republic submitted its monthly information due in March on time.

### Assessment of Republic Monthly Operational Performance and Metric Report

If requested a verbal update will be provided at the Board meeting.

### Background

Commencing with the June 26, 2008 Board meeting, this staff report is now included as a regular update. Attached are three tables that will be used to frame Republic's contract compliance in the following areas:

- Attachment 1 - Reports Republic Services Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements
- Attachment 2 – Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports
- Attachment 3 - Republic Services Collection Services Franchise Agreement Contract Compliance - Public Education and Outreach

The standards that are used in Tables 1 and 2 pertaining to Republic's submittal of reports to the SBWMA and Member Agencies include the timeliness of submittal and content of the report(s).

The contract compliance standards that are reflected in Attachment 3 pertaining to Republic's Public Education and Outreach activities will primarily be based on the timeliness of completing the activities denoted.

### **Attachments:**

Attachment 1 – Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – March 2010  
Attachment 2 – Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports – March 2010  
Attachment 3 – Republic Services Collection Services Franchise Agreement Contract Compliance - Public Education and Outreach – March 2010



## Attachment 1

### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – March 2010

| <u>Report</u>  | <u>Date/Time Due</u>        | <u>Date/Time Submitted</u>    | <u>Submitted on Time</u> | <u>Compliant</u> | <u>Notes</u>    |
|--|-----------------------------|-------------------------------|--------------------------|------------------|-----------------|
| <b>MONTHLY BOARD PACKET INFORMATION</b>  |                             |                               |                          |                  |                 |
| January  | February 12, 2010<br>5:00pm | February 11, 2009<br>11:43 am | Yes                      | Yes              |                 |
| February   |                             |                               |                          |                  |                 |
| <ul style="list-style-type: none"> <li>• Executive Summary</li> </ul>                            | March 15, 2010<br>5:00 pm   | March 15, 2010<br>2:34 pm     | Yes                      | *                | *Pending Review |
| <ul style="list-style-type: none"> <li>• Liquidated Damages Reporting</li> </ul>                 | March 15, 2010<br>5:00 pm   | March 15, 2010<br>2:34 pm     | Yes                      | *                |                 |
| <ul style="list-style-type: none"> <li>• Metrics Graphs</li> </ul>                               | March 15, 2010<br>5:00 pm   | March 15, 2010<br>2:34 pm     | Yes                      | *                |                 |
| <ul style="list-style-type: none"> <li>• Commercial Recycling Monthly Progress Report</li> </ul> | February 12, 2010<br>5:00pm | March 15, 2010<br>2:34 pm     | Yes                      | *                |                 |
| <ul style="list-style-type: none"> <li>• Commercial Recycling Coordinators Call Logs</li> </ul>  | March 15, 2010<br>5:00 pm   | March 15, 2010<br>2:34 pm     | Yes                      | *                |                 |
| March  | April 12, 2010<br>5:00 pm   |                               |                          |                  |                 |
| April  | May 17, 2010<br>5:00 pm     |                               |                          |                  |                 |
| May  | June 14, 2010<br>5:00 pm    |                               |                          |                  |                 |
| June   | July 12, 2010               |                               |                          |                  |                 |



### Attachment 1

#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – March 2010

| <u>Report</u>   | <u>Date/Time Due</u>          | <u>Date/Time Submitted</u>  | <u>Submitted on Time</u> | <u>Compliant</u> | <u>Notes</u> |
|---|-------------------------------|-----------------------------|--------------------------|------------------|--------------|
|   | 5:00 pm                       |                             |                          |                  |              |
| July  | August 16, 2010<br>5:00 pm    |                             |                          |                  |              |
| August  | September 13, 2010<br>5:00 pm |                             |                          |                  |              |
| September   | October 18, 2010<br>5:00 pm   |                             |                          |                  |              |
| October   | November 8, 2010<br>5:00 pm   |                             |                          |                  |              |
| November  | December 13, 2010<br>5:00 pm  |                             |                          |                  |              |
| December  | January 14, 2011<br>5:00 pm   |                             |                          |                  |              |
| <b>MONTHLY BATTERY AND CELL PHONE COLLECTION PROGRAM UPDATE</b> |                               |                             |                          |                  |              |
| January   | February 8, 2010<br>5:00pm    | February 8, 2010<br>9:01 am | Yes                      | Yes              |              |
| February  | March 8, 2010<br>5:00 pm      | March 8, 1010<br>8:17 am    | Yes                      | Yes              |              |
| March   | April 12, 2010<br>5:00 pm     |                             |                          |                  |              |
| April   | May 10, 2010<br>5:00 pm       |                             |                          |                  |              |
| May   | June 7, 2010 5:00 pm          |                             |                          |                  |              |



### Attachment 1

#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – March 2010

| <u>Report</u>                                   | <u>Date/Time Due</u>          | <u>Date/Time Submitted</u> | <u>Submitted on Time</u> | <u>Compliant</u> | <u>Notes</u> |
|---|-------------------------------|----------------------------|--------------------------|------------------|--------------|
| June  | July 12, 2010<br>5:00 pm      |                            |                          |                  |              |
| July  | August 9, 2010<br>5:00 pm     |                            |                          |                  |              |
| August  | September 13, 2010<br>5:00 pm |                            |                          |                  |              |
| September                                       | October 11, 2010<br>5:00 pm   |                            |                          |                  |              |
| October   | November 8, 2010<br>5:00 pm   |                            |                          |                  |              |
| November  | December 13, 2010<br>5:00 pm  |                            |                          |                  |              |
| December  | January 10, 2011<br>5:00 pm   |                            |                          |                  |              |
| <b>QUARTERLY COMMERCIAL TOP GENERATORS LIST</b> |                               |                            |                          |                  |              |
| Q1-2010   | March 15, 2010<br>5:00 pm     | March 12, 2010<br>12:39 pm | Yes                      | Yes              |              |
| Q2-2010   | June 15, 2010<br>5:00 pm      |                            |                          |                  |              |
| Q3-2010   | September 15, 2010<br>5:00 pm |                            |                          |                  |              |
| Q4-2010   | December 15, 2010<br>5:00 pm  |                            |                          |                  |              |



## Attachment 2

### Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports – March 2010

| <u>Report</u>                                   | <u>Date/Time Due</u>        | <u>Date/Time Submitted</u>   | <u>Submitted on Time</u> | <u>Compliant</u> | <u>Current Disposition</u> |
|---|-----------------------------|------------------------------|--------------------------|------------------|----------------------------|
| <b>QUARTERLY MIS REPORT</b>                     |                             |                              |                          |                  |                            |
| Q4-2009   | February 14, 2010<br>5:00pm | February 15, 2010<br>9:52 am | Yes**                    | Yes              | Pending Review             |
| Q1-2010   | May 15, 2010<br>5:00pm      |                              |                          |                  |                            |
| Q2-2010   | August 14, 2010<br>5:00pm   |                              |                          |                  |                            |
| Q3-2010   | November 14, 2010<br>5:00pm |                              |                          |                  |                            |
| <b>QUARTERLY SRDC LIQUIDATED DAMAGES REPORT</b> |                             |                              |                          |                  |                            |
| Q4-2009   | February 14, 2010<br>5:00pm | February 15, 2010<br>8:36 am | Yes**                    | Yes              |                            |
| Q1-2010   | May 15, 2010<br>5:00pm      |                              |                          |                  |                            |
| Q2-2010   | August 15, 2010<br>5:00pm   |                              |                          |                  |                            |
| Q3-2010   | November 15, 2010<br>5:00pm |                              |                          |                  |                            |

\*\*Both Q4 reports were technically submitted after the due date and time, however Staff is reporting them "On Time" due to the due date falling on Sunday and the Presidents' Day holiday.



| Attachment 3  |                                    |                           |                  |    |                    |                  |    |
|---|------------------------------------|---------------------------|------------------|----|--------------------|------------------|----|
| Republic Services Collection Services Franchise Agreement<br>Contract Compliance - Public Education and Outreach - March 2010 |                                    |                           |                  |    |                    |                  |    |
| <u>Residential Outreach</u>   | <u>Frequency and Date Required</u> | 2009                      |                  |    | 2010               |                  |    |
|   |                                    | <u>Date Issued</u>        | <u>Compliant</u> |    | <u>Date Issued</u> | <u>Compliant</u> |    |
|   |                                    |                           | Yes              | No |                    | Yes              | No |
| Residential Collection Services Brochure  | Annually each Summer               | August                    | X                |    |                    |                  |    |
| Recycling Day Postcard Calendars  | Annually each December             | December & January**      | X                |    |                    |                  |    |
| Twice Annual On-Call Bulky Item Collection Service notice - "Spring and Fall Cleanups"  | Twice Annually                     |                           |                  |    |                    |                  |    |
|   | • Spring Events                    | January* & April          | X                |    |                    |                  |    |
|   | • Fall Events                      | September/October         | X                |    |                    |                  |    |
| <u>Commercial Outreach</u>  |                                    |                           |                  |    |                    |                  |    |
| Commercial Recycling Guidelines   | Annually <sup>1</sup>              | Not Issued***             | X                |    | February***        | X                |    |
| Commercial Recycling Bill Inserts   | Four Per Year <sup>2</sup>         |                           |                  |    |                    |                  |    |
|   | • Q1                               | March                     | X                |    |                    |                  |    |
|   | • Q2                               | Discontinued <sup>3</sup> |                  |    |                    |                  |    |
|   | • Q3                               | Discontinued <sup>3</sup> |                  |    |                    |                  |    |
|   | • Q4                               | Discontinued <sup>3</sup> |                  |    |                    |                  |    |

\*The January mailing was a hold over from 2008 (approved by SBWMA Staff) due to other mailings also going out at the same time in September.

\*\*Some calendars were mailed in early January (approved by SBWMA Staff) due to other mailings also going out at the same time in December.

\*\*\*The February mailing was a hold over from 2009 (approved by SBWMA staff) due Commercial Recycling Coordinator staffing changes being finalized.



**Attachment 3 (continued)**

**Republic Services Collection Services Franchise Agreement  
Contract Compliance - Public Education and Outreach – March 2010**

The SBWMA is working collaboratively with Republic to produce and disseminate several other collateral pieces not provided in the above list of contractually required items. The following is a list of the public education and outreach collateral that is produced by Republic but not specifically required in the franchise agreements:

- On-Call Bulky Item Collection Service Appointment Card
- Resident's Guide to Recycling and Disposal Services
- Recycle Your Tree flyer (provided to tree lots)
- MFD On-Call Bulky Item Collection Service Program Brochure
- Ghost Compost Flyer for pumpkin recycling distributed to retailers

<sup>1</sup> The Franchise Agreements do not specify a date.

<sup>2</sup> No specific dates are specified in the Franchise Agreements. The Franchise Agreements state "at least four (4) bill inserts a year."

<sup>3</sup> Discontinued per the 2008 Performance Hearing recommendations.





## STAFF UPDATE

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**To:** SBWMA Board Members  
**From:** Recycling Staff  
**Date:** March 25, 2010 Board of Director's Meeting  
**Subject:** Recycling Programs Update

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### Recommendation

This is an informational report and no action is necessary.

### Curbside Inc., Door-to-Door HHW Program

To date, Member Agencies Belmont, Hillsborough, San Carlos and San Mateo have approved the new program that will provide a convenient option for residents to properly handle their unwanted Household Hazardous Waste, Electronic Scrap, Universal Waste, Sharps and Medicine. The new door-to-door collection services program launches May 1, 2010 for these Member Agencies. The City of Menlo Park is expected to consider providing this service to its residents at their March 23<sup>rd</sup> City Council meeting. Targeted public outreach for participating Member Agencies will begin in April.

### Future Collection Services Public Education and Outreach

Public education coordination meetings with Recology San Mateo County are ongoing and will continue throughout the transition to the future services. Staff is also continuing its work with Jeffrey/Scott Agency (JSA), the firm selected to develop the RethinkWaste's public outreach strategy and materials, on finalizing the plans and begin collateral development.

All public education and outreach plans and materials will be reviewed by a Public Education Subcommittee comprised of Brian Moura (San Carlos), Laura Galli (Foster City), Lillian Clark (San Mateo County RecycleWorks), Roxanne Murray (San Mateo), and RethinkWaste staff Monica Devincenzi. As appropriate, final draft plans and materials will then be brought before the Board of Directors for final approval. Staff encourages other Member Agencies who would like to be involved in the initial drafting and review of the materials to appoint staff from their jurisdiction to the Public Education Subcommittee.

Staff anticipates providing a detailed update on the scope and parameters of the campaign at the April 22<sup>nd</sup> Board meeting.

### Mandatory Commercial Recycling Ordinance

The cities of San Carlos and San Mateo are participating in this pilot program to assist with the development of required or mandatory commercial recycling ordinances. Staff concluded the Phase I initial stakeholder engagement process in September 2009 and the Phase II stakeholder engagement public meetings in January and early February 2010. In addition, we now have a mandatory commercial recycling webpage which can be found at: <http://www.rethinkwaste.org/businesses/mandatory-commercial-recycling>.

The next steps include providing both Cities with updates on our stakeholder engagement process and sharing the recommendations to structure their ordinance(s). The San Carlos City Council voted 5-0 on February 22, 2010 to move forward with adopting an ordinance by directing staff to return to Council with an ordinance in April. In addition, City of San Mateo staff anticipates making a presentation on the recommended components of an

ordinance to its Public Works Commission in April. The Board will be provided updates on our progress in the coming months as the governing bodies of these Agencies provide further direction to staff.

### Household Battery and Cell Phone Curbside Recycling Collection Program

The monthly average of batteries and cell phones collected through the curbside recycling program in 2008 and 2009 was 3,750 and 4,778 pounds, respectively. A total of 4,597 pounds was collected in February 2010.

### RethinkWaste Website

The RethinkWaste website is undergoing some significant changes in the coming months to reflect RethinkWaste's new logo, future services updates and other information. Staff's goal is to make the website the go-to source for information on future collection services.

The site averaged approximately 346 visits per week since the last Board meeting, of which over 57% were new visits. There is a noticeable increase in the number of visitors to the site following the release of the Board packets, residents receiving the rethinker Newsletter, or other SBWMA outreach promotion (i.e., E-Scrap Events). The most commonly visited sections of the site are "RFPs/RFQs," "Residents" and "Board Meetings."

### Shoreway Construction Webcams

The public can view the ongoing demolition and construction of the Shoreway facility through webcams hosted on the RethinkWaste.org website. There are two cameras that are currently directed at the Materials Recovery Facility. The cameras will be repositioned when construction begins on the transfer station.

The webcam link can be found at:

<http://www.rethinkwaste.org/shoreway-facility/construction-webcam>.

### rethinker Newsletter

Staff is currently working on the development of the Spring 2010 rethinker newsletter, which will focus on home composting, the new door-to-door household hazardous waste collection program and profile of the 2<sup>nd</sup> Annual Green Lifestyle winner. The issue will be sent out the first week of April.

### C&D Recycling Update

Staff released a model staff report and recommendations to revise Member Agencies C&D ordinances on February 6, 2009. The goal of the revisions is to set high standards for all of the ordinances in an effort to increase C&D diversion throughout the RethinkWaste service area. Addressing the issue of C&D recycling regionally will likely be the most effective strategy to ensure high levels of diversion, even though Member Agencies are responsible for administering and enforcing their respective C&D ordinances. A variety of recommendations were submitted to Member Agencies; however, one overarching recommendation that has proven to be effective in other communities (e.g., San Jose) is to require contractors to deliver material to certified C&D recycling facilities. If Member Agencies include this requirement, RethinkWaste will annually publish a list of approved C&D processing facilities that are certified to accept material.

Member Agencies were requested to respond to RethinkWaste in February 2009 to convey their intentions of upgrading C&D ordinances. **Thus far, only Atherton, Foster City, San Mateo, and more recently Redwood City have expressed an interest in the recommendations.** The FY09/10 budget includes only limited funding to support this effort this fiscal year. Funds will be budgeted in the next fiscal year only if a critical mass of Member Agencies express a need for support with modifying their C&D ordinances.

### Spring Compost Giveaway

The second set of Spring Compost Events is scheduled for April 10<sup>th</sup>. Please submit your participation form as soon as possible. Please contact Jeannene Minnix Kingston for further information. [jminnix@rethinkwaste.org](mailto:jminnix@rethinkwaste.org).

Each Member Agency is entitled to 1 cubic yard of loose finished compost per ton of commercial organic material delivered to Newby Island or 1 cubic foot of bagged compost per 2 tons of commercial organic material delivered. Additional bagged compost can be obtained for \$1.58 per bag. Please see the table below:

| Member Agency              | Tons of Commercial Organic Material Delivered in 2009 | Based on 2009 Materials, Average Amt of Compost Available in 2010 | OR Average Compost BAGGED Allowance for 2010 |
|----------------------------|---|---|--|
| Atherton                   | 242   | 242   | 121  |
| Belmont                    | 458   | 458   | 229  |
| Burlingame                 | 1,280   | 1,280   | 640  |
| East Palo Alto             | 117   | 117   | 59   |
| Fair Oaks                  | 500   | 500   | 250  |
| Foster City                | 1,355   | 1,355   | 678  |
| Hillsborough               | 325   | 325   | 163  |
| Menlo Park                 | 2,294   | 2,294   | 1,147  |
| Redwood City               | 2,638   | 2,638   | 1,319  |
| San Carlos                 | 580   | 580   | 290  |
| San Mateo                  | 2,995   | 2,995   | 1,498  |
| West Bay Sanitary District | 44  | 44  | 22   |
| <b>TOTAL JPA</b>           | <b>12,828</b>   | <b>12,828</b>   | <b>6,414</b>                                 |

### Schools Recycling Program Update

Staff has purchased 32 gallon recycling carts for distribution to schools in the RethinkWaste service area. The program is implemented with assistance from RecycleWorks staff who has delivered 129 carts on behalf of RethinkWaste. The table on the following page provides a list of schools that have received carts to date.

**List of Schools Provided Recycling Containers**

| <b>School</b>                      | <b>City</b>  | <b>Total Number of Carts Delivered</b> |
|------------------------------------|--------------|--|
| St. Timothy School                 | San Mateo    | 2                                      |
| Arundel School                     | San Carlos   | 6                                      |
| San Carlos Charter Learning Center | San Carlos   | 6                                      |
| Tierra Linda Middle School         | San Carlos   | 2                                      |
| Adelante School                    | Redwood City | 2                                      |
| Aragon High School                 | San Mateo    | 32                                     |
| Franklin Elementary School         | Burlingame   | 6                                      |
| Charles Armstrong School           | Belmont      | 3                                      |
| Burlingame Intermediate School     | Burlingame   | 13                                     |
| Cipriani Elementary School         | Belmont      | 3                                      |
| Central Elementary School          | Belmont      | 1                                      |
| Burlingame High School             | Burlingame   | 21                                     |
| Redwood High School                | Redwood City | 4                                      |
| Summit Prep. High School           | Redwood City | 4                                      |
| Nesbit School                      | Belmont      | 2                                      |
| St. Matthew School                 | San Mateo    | 3                                      |
| Menlo Atherton High School         | Atherton     | 25                                     |
| Red Morton Park (AYSO Program)     | Redwood City | 3                                      |
| White Oaks Elementary School       | San Carlos   | 3                                      |
| Ralston Middle School              | Belmont      | 10                                     |
| Henry Ford Elementary School       | Redwood City | 3                                      |



## STAFF REPORT

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To: SBWMA Board Members  
From: Hilary Gans  
Date: March 25, 2010 Board of Director's Meeting  
Subject: Facility Operations Update

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### Recommendation

This is an informational report and no action is necessary.

### Staff Update

#### Facility Operations

##### LEA inspection

The Local Enforcement Agent and the State of California Department of Recycling inspected the Shoreway transfer station on March 2, 2010. The purpose of the inspection was to verify that the Shoreway transfer station is being operated as presented in the revised permit documents that were submitted to the State in the fall of 2009. The SBWMA submitted a revised permit application to the State to update the permit to reflect; 1) operations during construction, 2) operations after construction is complete and the facility is "operating normally". No violations or areas of concern were noted by the inspectors and it is anticipated that the State will issue a revised Solid Waste Facility Permit in the next few months.

##### Transfer Station Self-Haul Ratio

A review of Allied's 2009 MIS reports indicates that there has been an erosion in the self-haul ratio at the transfer station. The self haul-ratio is the conversion of cubic yards of inbound materials to the corresponding tonnage of the same material. The self-haul ratio is important to the finances of the SBWMA because the self-haul customers of the Shoreway transfer station are charged based on cubic yardage yet the SBWMA pays vendors for the disposal / recycling of these same materials based on tonnage. If there are inaccuracies in the measurement of the inbound materials then (as has happened in the past) there is potential for the SBWMA to be short revenues in relation to the cost of managing the self-haul materials.

As an outcome of past problems with the self-haul ratio, Allied / Republic was required to maintain a minimum self-haul ratio for all self-haul materials of 2.65 cubic yards per ton of material. While the current facility average ratio of 2.73 for the past year is above the minimum ratio, the apparent decline in the ratio over 2009 was a concern for Staff. At the request of Staff, Republic researched the causes for the decline in the self-haul ratio and has concluded that the change in the density of green waste materials is responsible for the decline of the self-haul ratio. As indicated in the attached letter by Carl Mennie, Assistant General Manager, some of the landscapers and tree companies that are dumping materials at the transfer station are pre-processing the green waste prior to dumping. This pre-processing on the landscapers behalf is a direct attempt by these customers to reduce their cost of disposal at the facility and was perhaps initiated as a result of the facility tip fee increases implemented in February of 2009.

Staff has not had an opportunity to research or verify Republic's claims about the change in green waste density. Throughout 2010, staff will be monitoring the self-haul ratio results and monitoring the self-haul tonnage and material characteristics to more completely understand this issue.

## Master Plan Construction Status

### MRF

The MRF foundation work is continuing through the month of March. Pile driving at the MRF was completed at the end of February and SJ Amoroso is now doing excavation for the footings, grade beams, pits and utility trenches. Foundational steel and rebar will be installed in late March with a goal of pouring concrete in April. Pile driving has completed earlier than anticipated and there are no delays anticipated in the remaining foundation work including pit and utility excavation.

Butler, the manufacturer of the structural steel for the pre-engineered metal building, is currently fabricating steel for the building and the interior structures that will be erected after the foundation is completed. Precast concrete panels that make up the lower-exterior of the MRF building are currently being cast in preparation for their installation in the building structure.

### Transfer Station

In March, a portion of the transfer station roof was replaced as part of electrical upgrades to the transfer station. This event is significant because it provided an early look at the condition of the perlin and structural steel that hold the transfer station roof in place. The entire transfer station roof will be replaced as part of the master plan project and there was a concern that corrosion of the structural steel roof supports might necessitate their replacement. This roof replacement in a section of the transfer station provided an opportunity to assess condition of the steel. While corrosion is present, the strength of the steel supports has not been compromised and corrosion can be spot-treated as the roof is replaced.

### Construction Time and Budget Update

There were two change orders issued this month:

- Testing, removal of three unanticipated underground tanks containing a hazardous solvent for \$7,175.00
- Excavation of soft soils at the Gate 1 entrance road to the facility for \$9,735.00.

As was mentioned in the February staff report, Staff is working with Covello to develop a MRF construction budget projection estimate that captures current expenses to date and makes a projection on future change orders for the MRF construction. The majority of the change order dollars at the MRF relate to the redesigning the foundation and electrical to accommodate the final BHS equipment design. Quotes have been received from SJ Amoroso for this work and are being reviewed and solidified.

## Transfer Station Design

In the award of the master plan construction project to SJ Amoroso, the Board approved the bid deduction of \$1.4 million dollars which removed the transfer station education center and *office like* exterior from the base project bid. Staff made the recommendation to remove this portion of the transfer station because it was felt that this portion of the project was not a good value for the agency (education center and exterior were bid at a cost of \$1.4 million or \$485 per square foot while the rest of the transfer station building was bid at approximately \$190 per square foot).

Since the construction contract award, Staff has been working with JRMA to redesign the education center and exterior to a more economical design that would cost under \$1 million dollars. This design

work was completed by JRMA in March and the new designs were provided to SJ Amoroso for quotation. Unfortunately the revised transfer station education center quote by Amoroso was no cheaper than the original \$1.4 million bid deduct amount. Staff feels that this quote by Amoroso for the education is not a competitive quote and is not a good value for the Agency. Staff has consulted with several experts in the area of construction bidding and has concluded that the higher than anticipated pricing from Amoroso is probably the result of their current sole-bidder status in the project. The best way for the Agency to get a competitive quote for the education center and exterior is to re-bid this work.

Towards this end, Staff is directing SJ Amoroso to complete the transfer construction as bid and to close up the front of the transfer station with an inexpensive raised-seam metal panel. As SJ Amoroso is completing the master plan construction project that they were originally awarded, Staff will develop design options for the transfer station that fit within the \$700,000 budget added back to the project for Transfer Station improvements.

### **Transfer Station Waste Processing**

A factor in the design of the transfer station addition is an option to install equipment to process recyclable-rich solid waste at the transfer station. Staff has been tracking the innovations in waste handling equipment technology that is making the mechanical processing of solid waste practical and cost effective. Over the past few months, staff has been researching the feasibility of processing solid waste at the transfer station to 1) recover recyclable materials from the refuse, and 2) to reduce the cost of landfill by reducing the tonnage disposed.

BHS and SBR have experience building and operating solid waste recovery systems (BHS has an installation in San Jose for Green Waste Recovery and SBR at their Community Recycling facility in Sun Valley). The new technology in these solid waste sorting facilities is able to recover up to 20–40% of the solid waste stream for recycling. Currently Staff is working with SBR to develop a proforma for this type of sorting operation at the transfer station. The expectation is that the combination of revenues from recyclable materials and avoided disposal will justify the investment of this type of system. After this model has been thoroughly reviewed, Staff will present the findings and options to the Board for consideration. Any such capital improvements would be financed by SBR.

#### **Attachments:**

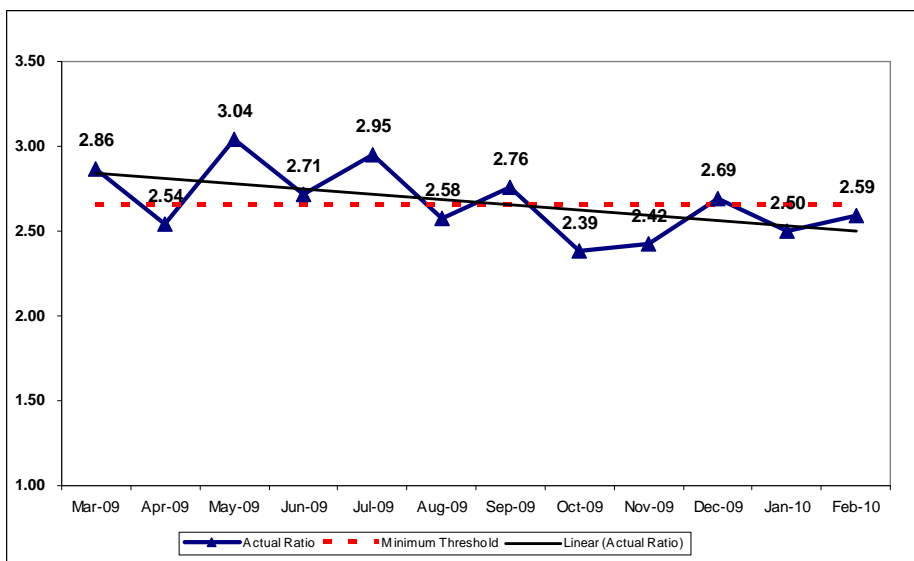
- Letter from Carl Mennie, Republic Services, Re: Self Haul Ratio
- Change Order 3 & 4.



To: Hillary Gans, SBWMA Facility Manager  
 From: Carl Mennie  
 Date: March 11, 2010  
 Re: Yards to Ton Performance Update

**2009 and 2010 Self Haul Yards to Ton Performance**

After closing 2009 financials, it was determined that the overall transfer station self haul yards to tons was a ration of 2.73. While this ratio was above the threshold of 2.65 yards per ton, it was a decline from 2008's performance of 2.99. When looking a trend line of 2009, you can see that although the performance is choppy there is an overall downward trend. The downward trend has continued into the first two months of 2010, with a January ratio of 2.50 and February ratio of 2.59.

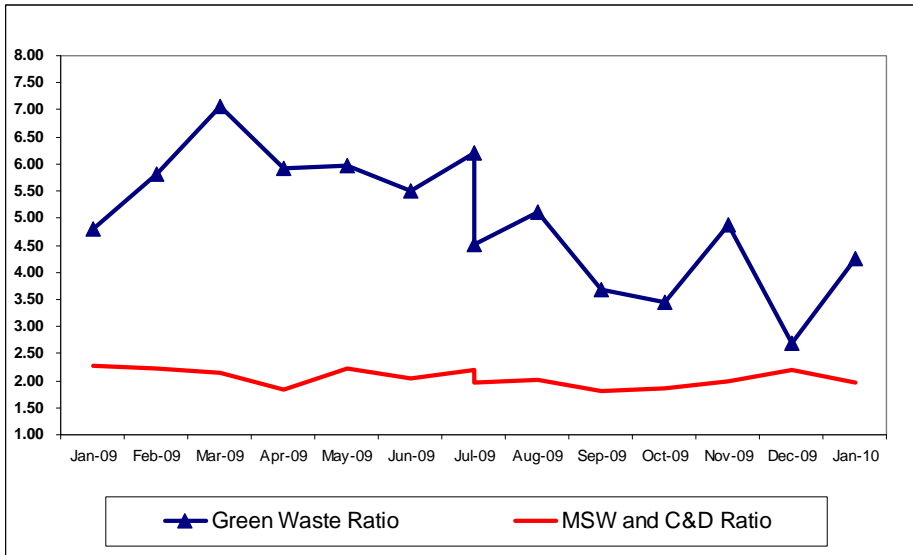


**What is the Cause of the Decline in Yards to Ton**

When looking deeper into the data, by looking at the ratio by material type it clear that Green Waste is the material that is having the most significant change in ratio. The ratio of for Green Waste and a combined ratio of MSW and C&D is plotted in the chart below. The MSW and C&D were combined in order to normalize the effect of the C&D sorting program that pulls recoverable materials out of the self-haul MSW. When looking at the Green Waste ratio data, although there results are choppy, the overall decline is easy to see. In contrast, the combined MSW and C&D remains fairly constant.

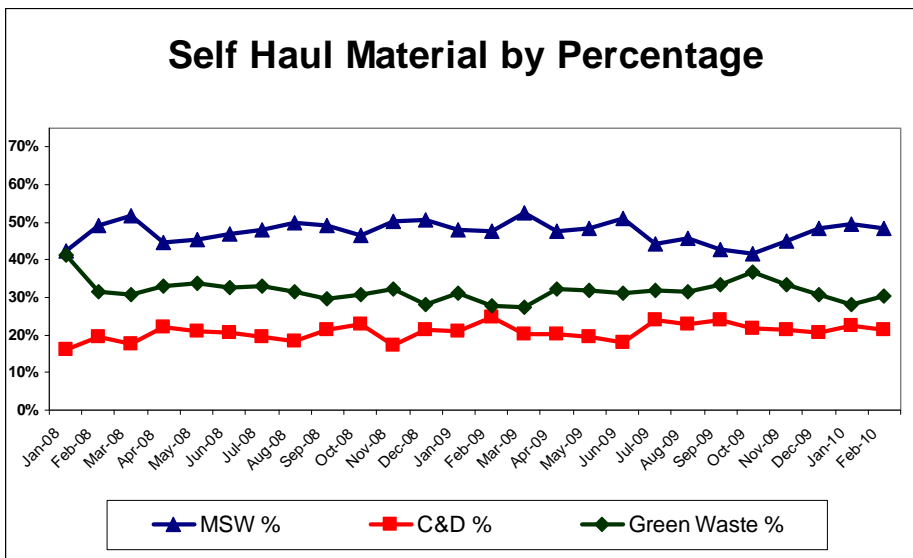
In order to understand what is driving the Green Waste ratio down, observations of the scale house and customers was needed. During these observations, there were two key findings. First, many self haul green waste customers are now grinding or chipping material prior to delivery to the transfer station. It is fairly common to now see chippers mounted on trucks or towed behind the customer on a trailer. In talking with the customers there was a recurring theme: in order to negate the increasing gate fees at the transfer station, they have found it cost effective to purchase chipping equipment. The second observation was that it seems that the green waste materials that are being brought are already starting to organically break down, causing a more dense material. The assumption is that customers are making sure they hit capacity of their vehicle before bringing in a load or possibly might be stockpiling green waste material and then loading it into trucks or trailers.





Overall, Allied believes that with the significant increases in self haul gate rates that have implemented over the last two years, customers are making their best effort to get the most out of each charged yard.

Another potential cause for a shift in the ration could be a shift in the material types being brought into the transfer station. As you will see from the graph below, there has not been any significant shift and Allied is ruling out the possibility.



#### Additional Procedures to Verify Scale House Measurements

As a control measure, Allied management spot checks scale tickets for self haul customers. Specifically, after customers had paid to tip their load but prior to entering the transfer station, one of Allied management personnel verifies that the customer was accurately charged for the amount of yardage they will be tipping. If an issue is noted, management will follow up with the scale house attendant and use coaching or step discipline to correct. During the first two months of 2010, 48 transactions were spot checked, and no significant variances have been found.

# CONTRACT CHANGE ORDER No. 3

## SBWMA Shoreway Environmental Center Phase 2

### Item: Unforeseen Tanks at MRF Facility

#### DESCRIPTION OF CHANGE:

Provide labor and equipment on FORCE ACCOUNT to assist Iris Environmental in the sampling & removal of tanks encountered at the MRF Facility.

#### SPECIFIC DETAILS:

This work will include the following items:

- Carone & Company Tag #17755, dated December 03, 2009
- Carone & Company Tag #17766, dated December 15, 2009
- Carone & Company Tag #17768, dated December 16, 2009
- Carone & Company Tag #17769, dated December 17, 2009

#### REFERENCES:

- Letter No. 9 Dated December 2, 2009
- S.J. Amoroso's Cost Proposal Estimate #27 Dated 1/12/09

**COST OF CHANGE:                      NEGOTIATED LUMP SUM \$7,175.00**

**CONTRACT TIME ADJUSTMENT:** \*None at this time (see below)  
\* See SJA Letter 2/26/10

This change order constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, directly attributed to the above described scope of work. It does not include any cumulative effect of change orders which can not be determined at this time, for which the Contractor reserves their right until the full impact on the project is known.

#### ACCEPTED:

**S.J. Amoroso, Inc.**

Project Executive:

By: Mike Cleveland  
Mike Cleveland

Date: 2/26/10

#### SBWMA

Operations Contract Manager:

By: Hilary Gans  
Hilary Gans

#### RECOMMENDED FOR ACCEPTANCE:

**The COVELLO GROUP, Inc.**

Construction Manager:

By: Bill Turner  
Bill Turner

Date: 2/26/10

Date: 2/26/10

CONTRACT CHANGE ORDER No. 4

SBWMA  
Shoreway Environmental Center Phase 2

Item: Field Order No. 4 – Unforeseen Conditions at Entrance 1 Driveway

DESCRIPTION OF CHANGE:

Provide labor, materials and equipment on FORCE ACCOUNT for over excavation below subgrade, furnish and install geotextile fabric and backfill with aggregate base in accordance with Field Order No. 4.

SPECIFIC DETAILS:

This work will include the following items:

- Duran & Venables Tag #2418R, dated December 10, 2009 for work performed on 12/2/10
- Duran & Venables Tag #2419R, dated December 10, 2009 for work performed on 12/2/10
- Duran & Venables Tag #2420R, dated December 10, 2009 for work performed on 12/3/10
- Duran & Venables Tag #2548R, dated December 10, 2009 for work performed on 12/7/10

REFERENCES:

- Field Order No. 4 Dated December 3, 2009
- S.J. Amoroso's Cost Proposal Estimate #29R Dated 1/19/09

COST OF CHANGE: **NEGOTIATED LUMP SUM \$9,735.00**

CONTRACT TIME ADJUSTMENT: \*None at this time (see below)  
\*See SJA letter 2/26/10

This change order constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, directly attributed to the above described scope of work. It does not include any cumulative effect of change orders which can not be determined at this time, for which the Contractor reserves their right until the full impact on the project is known.

ACCEPTED:

S.J. Amoroso, Inc.  
Project Executive:

By: Mike Cleveland  
Mike Cleveland

Date: 2/26/10

SBWMA

Operations Contract Manager:

By: Hilary Gans  
Hilary Gans

RECOMMENDED FOR ACCEPTANCE:

The COVELLO GROUP, Inc.  
Construction Manager:

By: Bill Tanner  
Bill Tanner

Date: 2/26/10

Date: 2/26/10





## APRIL - JUNE 2010 BOARD AGENDA ITEMS (SUBJECT TO CHANGE)

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### April 22, 2010

- Resolution Approving Commercial Recycling Agreement between Recology San Mateo County and Republic Services
- Resolution Approving Agreement(s) for Plant and Organics Materials Processing Services
- Resolution Accepting the Calendar Year 2009 Annual Financial Statements
- Resolution Approving Calendar Year 2009 Transfer from Cash Reserves
- Update on Public Education Campaign for Rollout of New Collection Services
- Update on Mandatory Commercial Recycling Ordinance Assistance Project

### May 27, 2010

- Draft FY1011 Budget
- Approval of Quarterly Investment Report as of 3/31/10
- Update on Shoreway Environmental Remediation

### June 24, 2010

- Approval of FY1011 Operating and Capital Budget
- Approval of Tipping Fee Adjustments
- Approval of Contract for Legal Counsel Services
- Approval of Contract for Accounting and Financial Services