



STAFF UPDATES



## STAFF REPORT

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To: SBWMA Board Members  
From: Cliff Feldman, Recycling Programs Manager  
Date: July 22, 2010 Board of Directors Meeting  
Subject: Update on Allied 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 June 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 – July 2010
- Attachment 2 – Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports – July 2010
- Attachment 3 – Republic Services Collection Services Franchise Agreement Contract Compliance - Public Education and Outreach – July 2010



### Attachment 1

#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – July 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 5:00pm	February 11, 2009 11:43 am	Yes	Yes	
February	March 15, 2010 5:00 pm	March 15, 2010 2:34 pm	Yes	Yes	
March	April 12, 2010 5:00 pm	April 12, 2010 4:05 pm	Yes	Yes	
April	May 17, 2010 5:00 pm	May 17, 2010 1:58 pm	Yes	Yes	
May	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	Yes	
June					
<ul style="list-style-type: none"> <li>• Executive Summary</li> </ul>	July 12, 2010 5:00 pm	July 12, 2010 3:27 pm	Yes	*	*Pending Review
<ul style="list-style-type: none"> <li>• Liquidated Damages Reporting</li> </ul>	July 12, 2010 5:00 pm	July 12, 2010 3:27 pm	Yes	*	
<ul style="list-style-type: none"> <li>• Metrics Graphs</li> </ul>	July 12, 2010 5:00 pm	July 12, 2010 3:27 pm	Yes	*	
<ul style="list-style-type: none"> <li>• Commercial Recycling Monthly Progress Report</li> </ul>	July 12, 2010 5:00 pm	July 12, 2010 3:27 pm	Yes		
<ul style="list-style-type: none"> <li>• Commercial Recycling Coordinators Call Logs</li> </ul>	July 12, 2010 5:00 pm	July 12, 2010 3:27 pm	Yes		



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#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – July 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>
July	August 16, 2010 5:00 pm				
August	September 13, 2010 5:00 pm				
September	October 18, 2010 5:00 pm				
October	November 8, 2010 5:00 pm				
November	December 13, 2010 5:00 pm				
December	January 14, 2011 5:00 pm				
<b>MONTHLY BATTERY AND CELL PHONE COLLECTION PROGRAM UPDATE</b>					
January	February 8, 2010 5:00pm	February 8, 2010 9:01 am	Yes	Yes	
February	March 8, 2010 5:00 pm	March 8, 2010 8:17 am	Yes	Yes	
March	April 12, 2010 5:00 pm	April 9, 2010 9:12 am	Yes	Yes	
April	May 10, 2010 5:00 pm	May 7, 2010 9:10am			



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<u>Report</u>	<u>Date/Time Due</u>	<u>Date/Time Submitted</u>	<u>Submitted on Time</u>	<u>Compliant</u>	<u>Notes</u>
May	June 7, 2010 5:00 pm	June 7, 2010 9:39am	Yes	Yes	
June	July 12, 2010 5:00 pm	July 5, 2010 9:26 am	Yes	Yes	
July	August 9, 2010 5:00 pm				
August	September 13, 2010 5:00 pm				
September	October 11, 2010 5:00 pm				
October	November 8, 2010 5:00 pm				
November	December 13, 2010 5:00 pm				
December	January 10, 2011 5:00 pm				
<b>QUARTERLY COMMERCIAL TOP GENERATORS LIST</b>					
Q1-2010	March 15, 2010 5:00 pm	March 12, 2010 12:39 pm	Yes	Yes	
Q2-2010	June 15, 2010 5:00 pm	June 21, 2010 11:01 am	No	Yes	
Q3-2010	September 15, 2010 5:00 pm				



### Attachment 1

Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – July 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>
Q4-2010	December 15, 2010 5:00 pm				

### Attachment 2

Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement  
Contract Compliance - Quarterly Reports – July 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 5:00pm	February 15, 2010 9:52 am	Yes**	Yes	
Q1-2010	May 15, 2010 5:00pm	May 14, 2010 6:57 pm	Yes	*	*Pending Review
Q2-2010	August 14, 2010 5:00pm				
Q3-2010	November 14, 2010 5:00pm				
<b>QUARTERLY SRDC LIQUIDATED DAMAGES REPORT</b>					
Q4-2009	February 14, 2010 5:00pm	February 15, 2010 8:36 am	Yes**	Yes	
Q1-2010	May 15, 2010 5:00pm	May 14, 2010 3:41 pm	Yes	Yes	



## Attachment 2

### Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports – July 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>
Q2-2010	August 15, 2010 5:00pm				
Q3-2010	November 15, 2010 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 Contract Compliance - Public Education and Outreach - July 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		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 – July 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: Hilary Gans, Facility Operations Contracts Manager  
Date: July 22, 2010 Board of Directors Meeting  
Subject: Shoreway Construction Update

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### Project Update

This is an informational item and no Board action is required.

This project update summarizes the status of the construction of the Shoreway master plan Phase II improvements which include the construction of a new Materials Recovery Facility (MRF) building, modifications to the Transfer Station (TS), and various site work. A contract in the amount of \$16,209,000 was awarded to SJ Amoroso on July 23, 2009 for Phase II of the Master Plan construction work. This report includes a discussion of completed and upcoming construction activities, updates to the construction schedule, and a summary of the project budget.

A construction status update meeting was held on May 11, 2010 with the SBWMA Executive Committee to discuss the current Shoreway construction project schedule, expenditures, and construction status. Another Executive Committee update meeting is planned for September 2010.

### Construction and Other Project Activities

The following construction activities occurred over the past month:

#### MRF Building

- The PEMB structure has been substantially erected and bracing installed.
- The structural steel for the administrative portion of the MRF Structure has been substantially erected.
- The roof for the MRF has been installed except for vents and sky lights.
- The exterior precast concrete panels have been substantially installed.
- The administrative building concrete flooring and stairs have been installed.
- Wall framing installation is starting on the administrative building

#### Transfer Station

- Framing and flooring of TS offices has been substantially completed.
- Fire sprinklers have been installed in the TS offices.
- TS roof replacement is ongoing.

The following construction activities are expected to occur during the next reporting period:

#### MRF Building

- Site work and utility connections for water, gas and power will be completed.
- Administrative area will be completely framed and electrical installation will begin.
- Sky lights and roof vents installation will be substantially completed.
- Duct work and rough electrical will be installed in the MRF.
- Grading and paving of MRF public recycling center will be initiated.

Transfer Station

- o The TS electrical room, switch gear, and cut-over wiring installation will be started.
- o Replacement of the existing TS roof is ongoing.

Site Work

- o Installation of new concrete paving will be completed at the main facility entrance (Gate 1).

Other Project Activities

- o An agreement for the purchase and installation of equipment for the MRF facilities was entered into with Bulk Handling Systems (BHS) on or dated October 10, 2009. The equipment is being manufactured and is expected to be shipped to the jobsite in August, 2010. *(item carried over from last update.)*
- o BHS has been notified of the current construction progress and the revised Milestone A date. BHS has indicated that there will be cost impacts related to construction bond costs. *(item carried over from last update)*

Issues of Concern

- o The progress of the MRF construction work is approximately 6 weeks behind the original baseline schedule. The equipment installation start date has been revised from July 11, 2010 to August 21, 2010. *(item carried over from last update).*
- o The final project completion date is not impacted by the revised Milestone A date. The construction team is working to re-sequence MRF and TS construction activities to minimize impacts to the final project completion. *(item carried over from last update).*
- o The MRF administrative office area construction is currently delayed 6 - 8 weeks which could necessitate setup of temporary office space for SBR administrative staff in late 2010. *(item carried over from last update)*

Construction Schedule

Construction Notice to Proceed (NTP) was issued to SJ Amoroso effective September 14, 2009. The established contract duration for Final Completion is 630 calendar days which corresponds to a completion date of June 6, 2011. A summary of the schedule's major milestones is shown below:

Activity	Contract Baseline Schedule	Schedule Update
Notice to Proceed (NTP)	Sept. 14, 2009	Sept. 14, 2009
Milestone A (MRF process area ready for equipment install)	July 11, 2010	August 21, 2010
Final Contract Completion	June 6, 2011	June 6, 2011

Fiscal Impact

- **Construction Budget (S.J. Amoroso)**
  - o Monthly progress payments to SJ Amoroso for the month of June total \$1,034,840.
  - o Cumulative progress payments made to Amoroso through the end of June total \$7,602,800 on a contract amount of \$16,209,000 (53% of Amoroso's budget for Construction remains unspent).
  - o Construction change order (CCO) numbers 27, 28, 39, and 42-45 were approved through the end of June. The sum total of all CCO approved through June is \$1,112,692. Approved CCO's sorted

by the attributable reason for the change are summarized in the table below and are provided in detail in the attached Preliminary Construction Change Order Summary table:

Reason Category for Construction Change Order	Key for Reason	Total Change Order Cost by Category
Design Revision/Clarification	DR/DC	\$139,811
Differing site conditions	DSC	\$406,455
Equipment required changes	Equipment	\$468,341
Various reasons for the Change	Multiple	\$0
Owner requested changes	Owner	\$60,077
Permitting agency changes	Permit	\$48,008

▪ **Construction Management Budget (Covello)**

- Payments to Covello for the month of June total \$102,305 on a monthly budget amount of \$73,570 (38% over).
- Cumulative progress payments made to Covello through the end of June total \$914,083 on a budget of \$1,466,000 (38% of Covello's budget for Construction Management Services remains unspent).
- Due Covello's high level of engagement in managing the design changes and questions from Amoroso, Covello's expenses for Construction Management Services have been tracking ahead of their original budget.

▪ **Design Support Services (JRMA)**

- Payments to JRMA for the month of June total \$19,799 on a monthly budget amount of \$15,500 (27% over).
- Cumulative progress payment made to JRMA for Design Support Services through the end of June total \$394,179 on a project budget amount of \$525,000 (25% of JRMA's budget for Design Support Services remains unspent).
- Due JRMA's high level of engagement in responding to design questions from Amoroso, JRMA's expenses for Design Support Services have been tracking ahead of their original budget. The \$145,000 change CCO that was approved by the Board on June 25<sup>th</sup> is expected to cover JRMA's expenses through the remainder of the construction project.

▪ **MRF Processing Equipment (BHS)**

- Progress payments totaling \$0 were made to BHS in the month of June.
- Cumulative progress payments made to Bulk Handling Systems (BHS) through the end of June total \$7,749,700 on a budget of \$14,354,400.

▪ Master Plan Project - Bond Funds Status

A summary of the Master Plan budget and expenses through June 30<sup>th</sup> is presented in the Master Plan budget table below. Through the end of June \$23,197,200 has been spent on a total budget of \$44,867,800 not including an unallocated Remaining Project Contingency of \$1,888,100.

<b>SHOREWAY ENVIRONMENTAL CENTER MASTER PLAN BUDGET</b>					
THROUGH JUNE 2010	(000's)	<i>Estimates in Italics</i>			
	Vendor	Budgeted Total Project Cost	Spent Amount as of 6/30/10	Remaining Amount as of 6/30/10	% Remaining
<b><u>PROJECT COST SUMMARY</u></b>					
<b><u>Preliminary Costs</u></b>					
Planning, Design & Engineering	Various	2,404.0	2,346.9	57.1	2%
Bond Issuance Costs		83.1	83.1	-	0%
<b><u>Phase I</u></b>					
Construction	Rodan	2,405.0	2,283.6	121.4	5%
Construction Management	Covello	444.3	460.2	(15.9)	-4%
<b><u>Phase II</u></b>					
Construction	Amoroso	16,209.0	7,602.8	8,606.2	53%
Construction Contingency (10%)	Amoroso	1,620.9	729.2	891.7	55%
Transfer Station - Public Area		728.0	-	728.0	100%
Construction Management & Other	Covello	2,593.0	1,804.7	788.3	30%
Construction Soft Costs	Various	786.7	106.0	680.7	87%
<b><u>Phase III</u></b>					
Equipment Installation	BHS	2,462.4		2,462.4	100%
Contingency (10%)	BHS	246.2		246.2	100%
Camera System, elec.		85.0		85.0	100%
Fire Suppression		75.0		75.0	100%
Equipment	BHS	14,354.4	7,749.7	6,604.7	46%
Contingency	BHS	492.8	31.0	461.8	94%
Construction Management	Covello	95.0		95.0	100%
<b><u>TOTAL PROJECT EXPENDITURES</u></b>		<b>44,867.8</b>	<b>23,197.2</b>	<b>21,887.5</b>	<b>48%</b>
<b><u>REMAINING PROJECT CONTINGENCY</u></b>		<b>2,104.1</b>		<b>1,888.1</b>	<b>90%</b>
<b><u>NET BALANCE BOND FUNDS</u></b>		<b>46,971.9</b>		<b>23,775.6</b>	<b>51%</b>

## SBWMA SEC Phase II Preliminary Construction Change Order Summary

Approved Change Orders	Reason	Dollar Amount	Description
CCO 1 (Thick Pavement Removal)	DSC	\$8,939	Areas demolished at Entrance Driveway 1 contained A/C paving that was thicker than shown on the drawings.
CCO 2 (MRF Lime Treatment)	DSC	\$58,200	Negotiated agreement to stabilize the MRF building pad for pile driving activities.
CCO 3 (Unforeseen Tanks at MRF)	DSC	\$7,175	Tanks of unknown origin discovered during demolition that required special handling and assistance for environmental remediation.
CCO 4 (FO 2 - Unforeseen Conditions at Entrance 1)	DSC	\$9,735	Over-excavation & stabilization at Entrance 1 as directed by the soils engineer.
CCO 5 (Delta 4 Operator Revisions - Relocate Elec. Svc.)	O&E	\$161,791	Resize electrical service from 2000A to 2500A for MRF Equipment. Relocate electrical service to accommodate underground secondary feed into the building. Includes conduit and wire necessary for revisions (not duplicated in Delta 6)
CCO 6 (Delta 6 - Revise Elec. Feed to BHS Equipment)	O&E	\$74,007	Furnish and install reinforced concrete ductbank from MRF Electrical room to MRF Sort System MCC.
CCO 7 (Furnish and Install Additional Piles at MRF)	O&E	\$113,850	69 additional piles required by equipment support and pit modifications.
CCO 8 (Furnish and Install Drain for Fire Sprinkler)	PERMIT	\$2,256	Furnish & install drain for relocated fire riser in MRF per Belmont San Carlos Fire Department.
CCO 9 (Furnish and Install Roof Support for T/S Equipment)	OTHER	\$1,835	Furnish and install roof support for roof-mounted Transfer Station mechanical units.
CCO 10 (Relocate PEMB Bracing on Grid Line D)	O&E	\$1,601	Relocate PEMB bracing to accommodate equipment & planned operations in MRF.
CCO 11 (Verify Invert of Existing Storm Drain Manhole 104)	OTHER	\$785	Furnish invert elevation and as built information to facilitate response to City Review comments.
CCO 12 (FO 4 (Temp Paving Entrance 1, CPE 42))	DSC	\$34,365	Provide a temporary A/C paved roadway to re-establish Entrance 1 to the existing South Access Road for vehicular traffic from Shoreway Road to the new Scale House. Work performed and authorized via field order so as not to impede Allied Waste operations with construction activities.
CCO 13 (Add reinforcing steel at MRF)	PERMIT	\$1,600	Additional rebar ties at MRF Education Building foundation per City Building Permit review comments.
CCO 14 (FO 5 (MRF Backfill @ DSC))	DSC	\$7,051	Fill the void left by the concrete removal at the east of the MRF building pad adjacent to the scale house at the former "Recycling Area" and use imported quarry fine material to mix with in-situ soils in the surrounding areas to stabilize, the extent possible building subgrade.
CCO 15 (Milestone A Revisions)	MULTIPLE	\$0	Revise Milestone A and establish new completion date for Milestone A.1 as August 20, 2010.
CCO 16 (Delta 6 Revised Conveyor Pits: Excavation, Slabs & Pedestals)	O&E	\$70,467	Revise plan location & configuration of Conveyor Pits per Delta 6 Equipment Modifications - Excavation, concrete placement for walls and slabs ONLY.
CCO 17 (Dropped Grade Beam at MRF Truck Dock Ramp (Ramp))	OTHER	\$73,699	Revise (lower) grade beam configuration at the MRF Truck Dock Ramp, add concrete stem wall with precast cladding and concrete pedestals.
CCO 18 (Furnish Wide Flange Beams for Baler Equipment)	O&E	\$4,153	Furnish ten (10) W8x21 wide flange beams to be installed by others for the Baler Equipment attachment.
CCO 19 (Relocate Floor Drain for Baler Equipment)	O&E	\$2,296	Relocate MRF Building process area floor drain so that it is adjacent to the HRB Centurian Baler.
CCO 20 (Demolish Existing Materials Recycling Facility Conveyor)	DSC	\$43,187	Remove & dispose of concrete and reinforcing for the unforeseen condition of the conveyor pit walls and slab at the existing MRF.
CCO 21 (FO 3 (Backfill Existing Materials Recycling Facility Conveyors))	DSC	\$48,744	Backfill the unforeseen condition of the conveyor and other sump pits at the existing MRF with drain rock and onsite fill.
CCO 22 (Mix and Re-Use Wet Soil from MRF Excavations)	DSC	\$20,970	Wet soil was encountered at the excavations required for the pits and sumps at the existing MRF during demolition, which was determined to be an unforeseen condition. In lieu of off-hauling the unsuitable material at additional cost, it was re-conditioned & mixed with grindings to enable its use as stable fill material.
CCO 23 (MRF Slab Demolition and Removal)	DSC	\$20,364	The existing MRF Building slab was found to have an average thickness of 2" - 4" (average) over what was shown in the Contract Drawings.
CCO 24 (Change Wall Type/Add Vapor Barriers)	DR/DC	\$22,801	Revise wall types 9, 13, 23 & 24 at MRF & TS to include vapor barrier for conditioned spaces.
CCO 25 (Elevator Structural Steel)	DR/DC	\$3,382	Add and relocate structural steel members required per elevator manufacturer shop drawings.
CCO 26 (Truck Dock Bumpers and Levelers)	EQUIPMENT	\$4,912	Contractor cost proposal to increase the depth and carrying capacity of the levelers in accordance with the supplier's & manufacturer's recommendations. Includes the extension of extension of truck dock bumpers per supplier's recommendations
CCO 27 (Str. Revisions to MRF Fin Wall)	DR/DC	\$5,275	Clarify the interaction of the canopies and wing wall on Line A.4 at 12.8 in the MRF Administration Building North elevation. Add structural steel.
CCO 28 (Anchors for Stud Wall Support)	DR/DC	\$1,551	Add angles for stud wall support in accordance with new detail 3/A12.10 per Drawing Change Notice 18 (DCN 18).
CCO 29 (Canopy at West Elevation)	DR/DC	\$1,324	Revise canopy dimensions on west side of MRF admin building (increase in size).
CCO 30 (Corner Guard Attachment Revisions)	DR/DC	\$846	Revise installation requirements per shop drawing review comments.
CCO 31 (Shower Stall Modifications)	OWNER	\$10,077	Revise finish schedule requirement from tile to pre-fabricated shower stalls.
CCO 32 (Metal Panel Attachment Modifications)	PERMIT	\$7,048	Furnish and install metal backing for the attachment of the metal wall panel in accordance with Drawing Change Notice 93 and 94.
CCO 33 (Roof Equipment Structural Steel)	DR/DC	\$2,835	Contractor cost proposal to add wide flange beams for support of new TS roof-mounted equipment.
CCO 34 (Grid Line A.0 Bracing Relocation)	EQUIPMENT	\$246	Relocate PEMB bracing to accommodate future equipment conveyor in MRF.
CCO 35 (Concrete and AC Removal)	DSC	\$66,216	Demolish/remove A/C thicker than shown on plans and demolish/remove concrete paving not shown on plans.
CCO 36 (Floor Beams for Equipment Support)	EQUIPMENT	\$5,242	Install W8x21 beams per BHS requirements on Force Account.
CCO 37 (Reserved for Delta 4 "Operator Revisions")	OWNER	\$50,000	Resize MRF utility feed from 2000 amps to 2500 amps per equipment supplier. Relocate & resize MRF secondary utility feed and Architectural plan lay out to office space accordingly. (Electrical excluded from CCO 37).
CCO 38 (MRF Parapet Revisions)	PERMIT	\$37,104	Add structural support to MRF Admin parapet walls per City of San Carlos Building Permit review comments.
CCO 39 (Dropped Grade Beams)	DR/DC	\$21,574	Extend dropped grade beam east of Line 6 along Grid A.
CCO 40 (Delta 6 Reinforcing Steel)	EQUIPMENT	\$28,442	Relocate & resize MRF conveyor pits per Equipment supplier requirements - Furnish and Install Rebar only per CCO 40.
CCO 41 (Reinforcing Steel Additional Cost)	DSC	\$70,117	Additional cost for rebar at TS & MRF.
CCO 42 (Add Swale for Equipment and Maintenance Drain)	EQUIPMENT	\$1,334	Layout, form & finish the drainage swale in the MRF process area per Equipment Supplier & Owner recommendation.
CCO 43 (Stabilize Rock Backfill of Existing Pits at MRF)	DSC	\$11,392	Provide labor, equipment and materials on Force Account to stabilize excavation through granular material used as backfill via Field Order 3.
CCO 44 (Gravel, Sand and Oil Separator Size Revision)	DR/DC	\$3,009	Increase the working capacity of three (3) Gravel, Sand & Oil separators to 1,200 gallons per the Engineer's requirements.
CCO 45 (Furnish & Install Support at MRF Roll Up Doors)	DR/DC	\$895	Lengthen eight (8) door posts and add four (4) milled channels at Truck Dock roll up door cannisters for support.
<b>Subtotal Approved Changes</b>		<b>\$1,122,692</b>	

**Photo of MRF interior as  
of 7/12/10**





## STAFF UPDATE

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To: SBWMA Board Members  
From: Monica Devincenzi, Recycling Outreach & Sustainability Manager  
Date: July 22, 2010 Board of Director's Meeting  
Subject: Update on Public Education and Outreach Campaign

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### Recommendation

This is an informational report and no action is necessary.

### Analysis

Staff has continued working with Jeffrey Scott Agency (JSA), the agency selected to assist RethinkWaste with its public education campaign/collateral development needs; the Board of Directors' Public Education Committee (Brian Moura, San Carlos; Laura Galli, Foster City; Lillian Clark, RecycleWorks/San Mateo County; and Roxanne Murray, San Mateo) and Recology San Mateo County to develop and produce the components of the Public Education and Outreach Campaign for Rollout of New Collection Services.

A Master Timeline (**Attachment A**) for the campaign, which encompasses outreach materials that will either be sent or delivered to residents and commercial customers, a media plan and a community engagement plan, provides an overview of when the different aspects of the multi-media campaign will be taking place over the next several months. As stated in previous staff updates, this schedule may be adjusted as needed.

To date, the following items have been produced and/or completed:

- Graphics for carts
- Residential Garbage Cart Selection brochure
- Recology commercial brochure (**Attachment B**)
- Recology "How To" DVDs (single-family, multi-family and commercial)
- Graphics for commercial bins
- Dock signs for commercial accounts
- Summer "rethinker" newsletter

The videos produced by Recology are available in both hard copy and electronic versions, and have been posted on both RethinkWaste's and Recology's websites. Copies will also be provided to Member Agencies to post on their individual websites or public access channels.

The items currently under production and review include the following:

- Theater/TV spots targeting residents to promote single stream recycling and CartSMART
- Direct mail piece for commercial accounts, notifying them of new service provider, services and containers
- Residential starter kit/piece to be delivered with the carts, providing information on new services

In addition, the RethinkWaste website has been updated to include information on the residential CartSMART services and is in the process of being updated to include information on BizSMART collection services for multi-family and business customers.

RethinkWaste and Recology staff have also staffed information booths at Member Agencies' community events and begun making presentations to organizations as requested, and will continue to do so through the end of the calendar year. Each Member Agency was provided a Community Outreach Plan PowerPoint presentation by RethinkWaste staff earlier this month detailing the activities planned specific to that community.

Lastly, staff is working with each Member Agency to schedule a community meeting open to the general public as another opportunity for residents to learn about the new services, view the carts in person and ask any questions.

### **Background**

The Public Education and Outreach Campaign for the Rollout of New Collection Services was initiated in Fiscal Year 2010 to begin educating customers in the RethinkWaste service area on the new collection services set to start on January 1, 2011. JSA was selected by the Board in November 2009 through a Design Competition as the agency to assist RethinkWaste with its public education campaign needs. The Public Education Committee was created during the Design Competition to evaluate the competing firms, and has continued to review and approve the public education campaign and its corresponding components at the direction of the Board. Staff welcomes any Member Agency interested in having direct involvement with the campaign development to have a Member Agency staff person join the Committee.

### **Fiscal Impact**

The RethinkWaste/SBWMA Fiscal Year 2011 budget includes \$675,000 for outreach strategy development and implementation for new collection services. Of this amount, \$647,000 has been allocated for collateral development, media/advertising production and buy, community engagement activities and other related materials. The JSA contract, approved at the June 24, 2010 meeting, has been negotiated at a not-to-exceed amount of \$570,000 (of which \$225,000 was a carry over from their FY09/10 contract) for both their professional services and reimbursable costs. A contract with Betsey Meyer, an independent consultant, for \$77,000 was also approved by the Board at the June meeting to assist staff with the community engagement aspects of the campaign. The remaining \$28,000 will be used as needed by RethinkWaste staff for website upgrades, costs associated with Member Agency community meetings, and other education-related items.





### **Attachments:**

Attachment A – Master Timeline

Attachment B – Commercial Brochure

**Public Education Campaign for Rollout of New Services Master Timeline**

ITEM	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11
Cart Labels/Graphics Sent to Toter	Items Completed															
SFD #1 - Cart/Service Level Selection -Direct Mail				Items Completed												
SFD #2 - Summer Rethinker Newsletter -Direct Mail/Insert				Items Completed	Items Completed											
Recology/RethinkWaste Booths at Community Events				Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities								
Recology Commercial Brochure				Items Completed												
Recology Commercial Bin Labels/Dock Signs				Items Completed												
Recology How-To DVDs				Items Completed												
Recology Commercial Blitz				Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities						
MFD & Commercial Outreach - Mailers, Advertising, On-Site Visits/Training				Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities			
Advertising - Print/Newspapers #1 - New Carts/Services					Media Plan/Advertising Related Activities											
Advertising - Movie Theaters #1 - New Carts/Services					Media Plan/Advertising Related Activities		Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities								
Community Meetings/Presentations				Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities	Community Engagement Activities						
SFD #3 - New Program Brochure - Cart Deliveries							Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters						
SFD #4 - Fall Rethinker Newsletter -Direct Mail/Insert								Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters						
Advertising - Print/Newspapers #2- New Carts/Services								Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities						
Advertising - Spanish Radio #1 - New Carts/Services								Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities						
Advertising - Zoned Cable/TV Commercials #1 - New Carts/Services								Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities						
Advertising - Web Banners - New Carts/Services								Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities		
Advertising - Movie Theaters #2 - Food Scraps/Weekly Service								Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities						
Downtown Community Banners/Public Signs								Community Engagement Activities	Community Engagement Activities	Community Engagement Activities						
SFD #5 - Weekly Service/Food Scraps Brochure, Kitchen Pail Sticker/Other Reminders - Pail Deliveries										Mailers/Brochures/Newsletters						
Advertising - Print/Newspapers #3 - Food Scraps/Weekly Service										Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities					
Advertising - Bus/CalTrain/SamTrans Signs										Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities					
Advertising - Spanish Radio #2 - Food Scraps/Weekly Service										Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities					
SFD #6 - Winter Rethinker Newsletter -Direct Mail/Insert											Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters			
Advertising - Zoned Cable/TV Commercials #2 - Food Scraps/Weekly Service											Media Plan/Advertising Related Activities	Media Plan/Advertising Related Activities				
SFD #7 - Spring Rethinker Newsletter -Direct Mail/Insert															Mailers/Brochures/Newsletters	Mailers/Brochures/Newsletters

- Mailers/Brochures/Newsletters 
- Community Engagement Activities 
- Media Plan/Advertising Related Activities 
- Items Completed 

Recycle More,  
Save More!  
It's a GREEN  
idea!



Internal Recycle and Compost containers are available at no additional charge.\*

## Technical Assistance

Have you gone through your garbage lately? Few businesses do. Call us to schedule an appointment with one of our friendly and knowledgeable Recycling Coordinators who can provide on-site technical assistance to help divert more materials from your waste. We'll also answer any questions you have about hard to recycle items such as ink jet cartridges and packing materials, as well as reuse opportunities for a variety of items such as office supplies, furniture and equipment.

If you're interested in knowing what you're throwing away, call us at (650) 595-3900 to schedule a waste audit. Because smaller garbage containers and fewer pick ups may result in cost savings.

\*Subject to availability.

## Recology San Mateo County

We deliver the highest quality customer service, are committed to environmental protection efforts and emphasize professionalism in all undertakings. Everything Recology does is founded on a single principle: provide superior service while controlling costs.

We hope you take advantage of the services we have to offer you and your business. Together, with our continued recycling efforts, we can all make a difference to conserve natural resources and reduce the waste that goes to the local landfill.



Recology San Mateo County offers a free Language Line, with over 170 different languages, through our Customer Service Department. Please call (650) 595-3900 for more information.

Recology San Mateo County ofrece una línea telefónica gratis de idiomas, con más de 170 idiomas diferentes, por nuestro departamento de servicio al cliente. Por favor llame a (650) 595-3900 para más información.

Recology San Mateo County提供免费的语言线, 拥有超过170种不同的语言, 通过我们的客户服务部。请致电 (650) 595-3900 获得更多信息。



[RecologySanMateoCounty.com](http://RecologySanMateoCounty.com)



[RethinkWaste.org](http://RethinkWaste.org)

This brochure is also available online at  
[RecologySanMateoCounty.com](http://RecologySanMateoCounty.com)

Printed on recycled paper with soy based inks.

# Are You Throwing Your Money Away?

## Recycling is SMART Business!

### BizSMART



## Recycling Information for Commercial Customers

# Compost Program

Think there isn't anything you can compost? Think again!

Don't send your food scraps and landscape material to the landfill; compost them instead. We encourage you to start composting at your business or facility. A successful program can help **reduce garbage fees**, save landfill space and close the loop by returning food scraps back to the earth. Your bottom line *and* the environment will benefit.

Compost collection services are offered at a **REDUCED rate**.

## You CAN Compost:

- Food and kitchen prep scraps, spoiled and leftover food
- Food and beverage soiled paper products
- Coffee grounds and filters
- Waxed paper and cardboard
- Wooden produce crates and pallets
- Yard trimmings, leaves, flowers and branches



# Single-Stream Recycling

You can now place all of your recyclables into one container.

Commercial customers that subscribe to garbage collection service are entitled to Single-Stream recycling service at no additional charge.

By increasing recycling and reducing your garbage, it's possible to lower your garbage service level, which may result in cost savings. You can also show your customers, employees or tenants that you care about your impact on the environment and increase your visibility as a community leader. That is an opportunity you can't afford to pass up, which is why recycling is truly SMART business!

## You CAN Recycle:

- Cardboard
- Glass bottles and jars
- Plastic containers numbered 1-7
- Milk and juice cartons
- Metal cans
- Office paper, newspaper, junk mail, magazines, phone books, soft cover books
- Small scrap metal
- Shredded paper (in clear, sealed plastic bags and placed in the Recycle Cart or Bin)



# Commercial Containers

Commercial containers come in a variety of sizes to suit your Recycle, Compost and Garbage service needs.

## BizSMART Carts

SIZE	LENGTH	WIDTH	HEIGHT
20-gallons	24"	19.75"	37.5"
32-gallons	24.25"	19.25"	38.5"
64-gallons	31.75"	24.25"	41.75"
96-gallons	35.25"	29.75"	43.25"



## BizSMART Bins

Commercial Bins are available in a variety of sizes. The most common sized bins are listed below.\* However, larger bins including 9, 15, 20, 30 and 40 cubic yards are also available. Call us at (650) 595-3900 or visit us online at [RecologySanMateoCounty.com](http://RecologySanMateoCounty.com) for more information.

SIZE	LENGTH	WIDTH	HEIGHT
1-cubic yard	72"	24"	28"
2-cubic yards	72"	34.5"	34.5"
3-cubic yards	72"	41.5"	41.5"
4-cubic yards	72"	50.5"	46"
6-cubic yards	72"	66"	50"
8-cubic yards	72"	72"	56"



\*Container dimensions may vary.

## NO...

- Aluminum foil, trays and metal
- Animal waste
- Concrete, asphalt, stones, sod, dirt and bricks
- Condiment packets
- Cooking oil
- Diapers
- Garbage
- Hazardous waste
- Juice or soy milk boxes with foil liner
- Liquids and ice
- Recyclables (glass, aluminum, clean paper, plastics numbered 1-7)
- Palm fronds
- Plastic bags
- Plastic corks
- Plywood
- Styrofoam packaging, food containers and packing peanuts
- Treated and painted wood

## NO...

- Batteries and cell phones
- Black plastics and plastic cutlery
- Ceramics and mirrors
- Condiment packets
- Food
- Food wrappers
- Garbage
- Garden hoses
- Juice or soy milk boxes with foil liner
- Milk creamer containers
- Nursery plant containers
- Plastic bags
- Plastic corks
- Plastic film, shrink wrap, pallet wrap and bubble wrap
- Rubber bands
- Plastic or wire hangers
- Straws
- Styrofoam packaging, food containers and packing peanuts
- Tires
- Window and drinking glasses
- Wires, banding, chains and cables
- Wood, concrete, asphalt, stones and bricks

## Questions?

Call us at (650) 595-3900  
or email us at  
[greenyourbiz@recology.com](mailto:greenyourbiz@recology.com)



## STAFF UPDATE

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To: SBWMA Board Members  
From: Recycling Staff  
Date: July 22, 2010 Board of Director's Meeting  
Subject: Recycling and Outreach Programs Update

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### Recommendation

This is an informational report and no action is necessary.

### Development of Recology San Mateo County Franchise Agreement(s) Summary Documents

Staff is managing a project that will result in preparing several concise summary documents pertaining to the Member Agencies Franchise Agreements with Recology San Mateo County (RSMC). The goal of this project is to provide Member Agencies with useful tools to facilitate administration of the Franchise Agreements and to assist with educating their staff with the contents and implications of the new contracts with RSMC. The summary documents will be developed and tailored for the different departments in each Member Agency that have a role in administering the contract or using the contractor's services. For example, the contract provisions/services pertaining to parks and recreation, public works, financial services, city clerk's office, risk management, contract compliance, city hall hotline, or other specific agency departments will be isolated and concisely presented in summary form, where feasible.

In addition to developing the summary documents, RethinkWaste has now scheduled three half day workshops for key staff at each Member Agency involved with administering the new Franchise Agreements with RSMC as follows:

- Menlo Park Council Chambers - 701 Laurel Street  
Tuesday, September 14 9:00 am – 1:00 pm
- San Mateo City Hall – Conference Room B, 330 West 20<sup>th</sup> Avenue  
Wednesday, September 15 9:00am – 1:00 pm
- San Carlos Library – 610 Elm Street, Conference Rooms A/B  
Wednesday, September 22 9:00 am – 1:00 pm

If needed Staff will also offer follow-up webinars to supplement this effort. Staff will be sending out a save the date announcement and invitations to all key Member Agency staff that have been identified by Board Members per our request in the last two Board packets and via email.

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

Promotion of the new Door-to-Door HHW collection services program started in April with collection commencing in mid-May for Belmont, San Carlos, Hillsborough and the City of San Mateo. In addition, three other Member Agencies are scheduled to begin the program with Menlo Park and West Bay Sanitary District in August and East Palo Alto in September.

The initial interest in the program has been strong and the company has made over 1,100 collections since the program started in mid-May. Approximately 57,301 pounds of material was collected from the 827 households that were provided service through June 30, 2010.

#### **Commercial Recycling Program - Recycling Blitz**

Recology San Mateo County commenced management of the commercial recycling outreach program on July 1. The company currently has five full time Recycling Coordinators employed and is hiring three more. In addition, this team is presently supplemented by two temporary full-time employees from the company's various subsidiaries and they anticipate adding several more as the Recycling Blitz gathers momentum.

The first monthly Recycling Blitz report is due to RethinkWaste on August 15<sup>th</sup> and staff will provide an update on the program's progress in the September Board packet.

#### **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 collection 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 continuing with collateral development.

Please refer to Item 5c in the July Board packet for a more detailed update on the public outreach efforts.

#### **Simple.Smart.Green.**

RethinkWaste staff has added the tagline "Simple.Smart.Green." below the new RethinkWaste logo as a unifying theme for all of the programs and services offered by the agency, including the new collection services, Door-to-Door HHW collection program, and events recycling. This tagline both describes the programs and services that we are offering, as well as considerations for our customers as they make their everyday choices. "Simple.Smart.Green."

#### **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 4,158 pounds was collected in June 2010.

#### **Community Events Recycling**

RethinkWaste has begun providing recycling support at Member Agency community events through the use of its ClearStream Containers/Event Recycling Trailers. Previous events include San Mateo Wine Walk, Menlo Park's Block Party and the Redwood City and Foster City 4<sup>th</sup> of July events. Upcoming events include Menlo Park's Connoisseur's Marketplace, San Mateo Music in the Park series and Foster City Summer Concert Series.

#### **RethinkWaste Website**

The RethinkWaste website has been updated to include information on the CartSMART residential collection program. The site will also be updated in July to include information on the Recology Commercial Blitz, and new BizSMART commercial collection services. Staff's goal is to make the website the go-to source for information on future collection services.

The site averaged approximately 478 visits per week since the last Board meeting, of which over 62% 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 RethinkWaste outreach promotion (i.e., E-Scrap Events). The most commonly visited sections of the site during this period were "Residents" and "CartSMART."

### **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**

The Summer 2010 rethinker newsletter was sent to residents mid-July and focused on the new CartSMART services. An electronic copy is available on-line, and hard copies are also available for Member Agencies.

### **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. Since Member Agencies have recently shown an interest in including this requirement, RethinkWaste has budgeted funds for FY 2011 to annually publish a list of approved C&D processing facilities that are certified to accept material.

### **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 154 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**

School	City	Total Number of Carts Delivered
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

### Compost Giveaway

The upcoming Fall Compost Giveaway Events are scheduled for September 11, 2010 and October 9, 2010. Nine Member Agencies participated in the Spring Compost Giveaway Events held in March and April.

Member Agencies are reminded that the volume of compost that Allied/Republic is required to provide annually is significantly more than the amount that has been used by Member Agencies. Thus, Member Agencies are encouraged to participate in the events and consider establishing permanent locations to distribute compost to the public year-round. Menlo Park holds approximately 5 events each season and San Mateo operates a site that is open weekly. In addition, East Palo Alto requested deliveries of bagged compost this spring to accommodate their elderly residents. Please let us know if your agency is interested in increasing its participation in this program.

Each Member Agency is entitled to:

- 1 cubic yard of loose finished compost per ton of commercial organic material delivered to Newby Island annually;
- or*
- 1 cubic foot of bagged compost per 2 tons of commercial organic material delivered.

The following table has been revised to illustrate that the aggregate amount of tonnage collected per year is available agency wide irrespective of the jurisdiction individual tonnage attributed to the Commercial Organics Collection Services. Staff previously conveyed that the annual allowable amount per Agency was based on that Agency's specific annual tonnage. Staff continues to encourage Member Agencies to increase their participation.

Member Agency	# of Events Held Spring 2010	Total Amount Compost Used to Date for 2010 at Spring Events	Compost Delivered to Agency Permanent Sites to Date *	Total Projected Amount of Compost Available for Member Agencies in 2010
Atherton	2	80		
Belmont	1	45		
Burlingame	2	80		
East Palo Alto	1	60		
North Fair Oaks	2	240		
Foster City	2	80		
Hillsborough	2	15		
Menlo Park	2	320		
Redwood City	1	130		
San Carlos	2	40		
San Mateo	0	-	520	
West Bay Sanitary District	0	-		
<b>TOTAL SBWMA</b>		<b>1,090</b>	<b>520</b>	

\* through April 15, 2010



## SEPTEMBER – NOVEMBER 2010 BOARD AGENDA ITEMS (SUBJECT TO CHANGE)

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### September 23, 2010

- Approval of Recology 2011 Rate Application
- Approval of SBR 2011 Rate Application
- Update on Recology Cart Delivery and Recovery Plan
- Update on Recology Commercial Recycling Outreach Efforts
- Update on Public Education and Outreach Campaign

### October 28, 2010

- Approval of Republic Services 2010 Shoreway Rate Application
- Approval of Republic Services 2010 Collection Rate Application

### November 18, 2010

- Approval of Tipping Fee Adjustments for 1/1/11
- Bond Proforma Update