



STAFF UPDATES



## STAFF REPORT

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To: SBWMA Board Members  
From: Cliff Feldman, Recycling Programs Manager  
Date: June 24, 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 May 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 – June 2010
- Attachment 2 – Republic Services Collection Services Franchise Agreement and Shoreway Facility Operations Agreement Contract Compliance - Quarterly Reports – June 2010
- Attachment 3 – Republic Services Collection Services Franchise Agreement Contract Compliance - Public Education and Outreach – June 2010



### Attachment 1

Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – June 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					
<ul style="list-style-type: none"> <li>• Executive Summary</li> </ul>	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	*	*Pending Review
<ul style="list-style-type: none"> <li>• Liquidated Damages Reporting</li> </ul>	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	*	
<ul style="list-style-type: none"> <li>• Metrics Graphs</li> </ul>	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	*	
<ul style="list-style-type: none"> <li>• Commercial Recycling Monthly Progress Report</li> </ul>	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	*	
<ul style="list-style-type: none"> <li>• Commercial Recycling Coordinators Call Logs</li> </ul>	June 14, 2010 5:00pm	June 14, 2010 11:11am	Yes	*	



### Attachment 1

#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – June 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 5:00 pm				
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			



### Attachment 1

#### Reports Republic Has Agreed to Provide That Are Not Specifically Referenced in the Member Agency Franchise Agreements – June 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>
May	June 7, 2010 5:00 pm	June 7, 2010 9:39am	Yes	Yes	
June	July 12, 2010 5:00 pm				
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				
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 – June 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 – June 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 – June 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 - June 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 – June 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: June 24, 2010 Board of Director's 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 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

- o The steel for the pre-engineered metal building (PEMB) was shipped.
- o The PEMB structure has been substantially erected and bracing installed.
- o The structural steel was shipped for the administrative building.
- o The structural steel for the administrative building has been substantially erected.
- o The concrete push wall at the future materials receiving area has been completed.

#### Transfer Station

- o Concrete push-wall at east side of the transfer station finished.
- o Structural steel and metal framing of the TS employee area and offices has been substantially erected.

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

#### MRF Building

- o Installation of PEMB bracing will be completed.
- o Concrete wall panels that will form the base-wall of the MRF building will be shipped.
- o Erection of the concrete panels will be substantially completed.
- o The metal roof panel installation will be substantially completed.

#### Transfer Station

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

#### Site Work

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

#### Other Project Activities

- 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.)*
- 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 and potential storage costs if the SBWMA is not able to store equipment shipments according to the original schedule. *(item carried over from last update)*

**Issues of Concern**

- 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).*
- 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).*
- 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. *(New item)*

**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	May 2010 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)**
  - Cumulative progress payments made to Amoroso through the end of May total \$4,248,500.
  - Construction change order (CCO) numbers **21 through 41** were approved through the end of May.
  - The sum total of all CCO approved to date is \$1,106,062 (total payments of \$644,100 have been processed). Approved CCO's by dollar amounts are presented in the attached Preliminary Construction Change Order Summary table. Project CCO's are attributable to the following reasons:
    - Differing site conditions
    - Equipment required changes
    - Owner requested changes
    - Permitting agency changes
    - Various

- **Construction Management Budget (Covello)**
  - Cumulative progress payments made to Covello through the end of May total \$1,493,000.
  - Covello's expenses are tracking ahead of their original budget which is a result of the high number of requests for information (RFI's), CCO's, and design modifications made during the start of the MRF building construction.
- **Design Support Services (JRMA)**
  - JRMA's expenses are tracking ahead of their original budget which is a result of the high number of design modifications and requests for information made by Amoroso during construction phase.
  - A change order from JRMA to provide continued Construction Support Services is pending approval by the Board at the June meeting. It is anticipated that the additional Construction Support Services funds requested by the change order will cover JRMA services for the remainder of the Master Plan construction project.
- **MRF Processing Equipment (BHS)**
  - Cumulative progress payments made to Bulk Handling Systems (BHS) through the end of April total \$7,749,700.
- **Master Plan Project - Bond Funds Status**

A summary of the Master Plan budget and expenses through May 31<sup>st</sup> is presented in the Master Plan budget table below. Through the end of May, \$19,446,500 has been spent on a total budget of \$44,867,800 not including an unallocated Remaining Project Contingency of \$2,104,100.

# SHOREWAY ENVIRONMENTAL CENTER MASTER PLAN BUDGET

(000's) *Estimates in Italics*

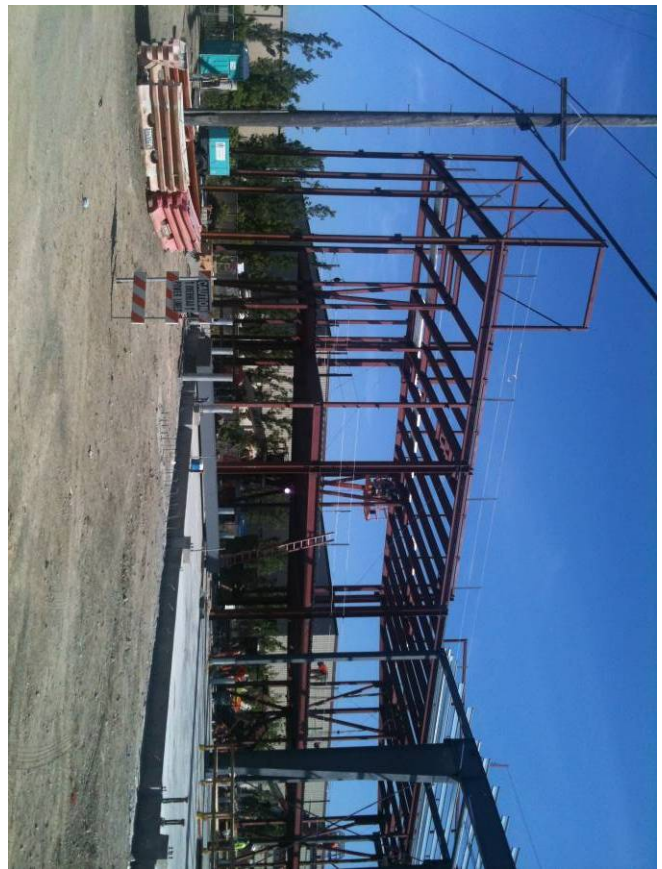
	Vendor	Budgeted Total Project Cost	Spent Amount as of 5/31/10	Remaining Amount as of 5/31/10	% of bdgt spent
<b><u>PROJECT COST SUMMARY</u></b>					
<b><u>Preliminary Costs</u></b>					
Planning, Design & Engineering	Various	2,404.0	2,346.9	57.1	98%
Bond Issuance Costs		83.1	83.1	-	100%
<b><u>Phase I</u></b>					
Construction	Rodan	2,405.0	2,283.6	121.4	95%
Construction Management	Covello	444.3	460.2	(15.9)	104%
<b><u>Phase II</u></b>					
Construction	Amoroso	16,209.0	4,248.0	11,961.0	26%
Construction Contingency (10%)	Amoroso	1,620.9	644.0	976.9	40%
Transfer Station - Public Area		728.0	-	728.0	0%
Construction Management & Other	Covello	2,376.0	1,494.0	882.0	63%
Construction Soft Costs	Various	786.7	106.0	680.7	13%
<b><u>Phase III</u></b>					
Equipment Installation	BHS	2,462.4		2,462.4	0%
Contingency (10%)	BHS	246.2		246.2	0%
Camera System, elec.		85.0		85.0	0%
Fire Suppression		75.0		75.0	0%
Equipment	BHS	14,354.4	7,749.7	6,604.7	54%
Contingency	BHS	492.8	31.0	461.8	6%
Construction Management	Covello	95.0		95.0	0%
<b><u>TOTAL PROJECT EXPENDITURES</u></b>		<b>44,867.8</b>	<b>19,446.5</b>	<b>25,421.2</b>	<b>43%</b>
<b><u>REMAINING PROJECT CONTINGENCY</u></b>		<b>2,104.1</b>		<b>2,104.1</b>	<b>0%</b>
<b><u>NET BALANCE BOND FUNDS</u></b>		<b>46,971.9</b>		<b>27,525.4</b>	<b>0%</b>

**SBWMA SEC Phase 2 (MRF and TS Improvements) Preliminary Construction Change Order Summary**

Approved Change Orders	Cost	Description
CCO 1 (Thick Pavement Removal)	\$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)	\$58,200	Negotiated agreement to stabilize the MRF building pad for pile driving activities.
CCO 3 (Unlabeled Tanks at MRF)	\$7,175	Tanks of unknown origin discovered during demolition that required special handling and assistance for environmental remediation.
CCO 4 (FO 2 - Unlabeled Conditions at Entrance 1)	\$9,735	Over-excavation & stabilization at Entrance 1 as directed by the soils engineer.
CCO 5 (Delta 4 Operator Revisions - Relocate Elec. Svc.)	\$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)	\$7,4007	Relocate PEIMB bracing to accommodate equipment and planned operations in MRF.
CCO 7 (Furnish and Install Additional Piles at MRF)	\$113,850	69 additional piles required by equipment support and pit modifications.
CCO 8 (Furnish and Install Drain for Fire Sprinkler)	\$2,286	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)	\$1,835	Furnish and install roof support for roof-mounted Transfer Station mechanical units.
CCO 10 (Relocate PEIMB Bracing on Grid Line D)	\$1,601	Relocate PEIMB bracing to accommodate equipment & planned operations in MRF.
CCO 11 (Verify Invert of Existing Storm Drain Manhole 104)	\$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))	\$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)	\$1,600	Additional rebar ties at MRF Education Building foundation per City Building Permit review comments.
CCO 14 (FO 5 (MRF Backfill @ 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 (Millstone A Revisions)	\$0	Revise Millstone A and establish new completion date for Millstone A.1 as August 20, 2010.
CCO 16 (Delta 6 Revised Conveyor Pits: Excavation, Slabs & Walls)	\$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 (RFQ10))	\$73,669	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)	\$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)	\$2,266	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 Pits)	\$43,187	Remove & dispose of concrete and reinforcing for the unloose condition of the conveyor pit walls and slab at the existing MRF.
CCO 21 (FO 3 (Backfill Existing Materials Recycling Facility Conveyor & Unlabeled Tanks at MRF))	\$48,744	Backfill the unloose 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)	\$20,970	Wet soil was encountered at the excavations required for the pits and surps at the existing MRF during demolition, which was determined to be an unloose condition. In lieu of off-hauling the unsuitable material at additional cost, it was re-conditioned & mixed with grinders to enable its use as backfill.
CCO 23 (MRF Slab Demolition and Removal)	\$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)	\$22,801	Revise wall types 9, 13, 23 & 24 at MRF & TS to include vapor barrier for conditioned spaces.
CCO 25 (Elevator Structural Steel)	\$3,382	Add and relocate structural steel members required per elevator manufacturer shop drawings.
CCO 26 (Truck Dock Bumpers and Levelers)	\$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)	\$5,275	Clarify the interaction of the canopies and wing wall on Line A.4 at 128 in the MRF Administration Building North elevation. Add structural steel.
CCO 28 (Anchors for Stud Wall Support)	\$1,551	Add angles for stud wall support in accordance with new detail 3/A/12.10 per Drawing Change Notice 18 (DCN 18).
CCO 29 (Canopy at West Elevation)	\$1,324	Revise canopy dimensions on west side of MRF admin building. (Increase in size).
CCO 30 (Corner Guard Attachment Revisions)	\$846	Revise installation requirements per shop drawing review comments.
CCO 31 (Shower Stall Modifications)	\$1,0077	Revise finish schedule requirements from tile to pre-fabricated shower stalls.
CCO 32 (Metal Panel Attachment Modifications)	\$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)	\$2,885	Contractor cost proposal to add wide flange beams for support of new TS roof-mounted equipment.
CCO 34 (Grid Line A.0 Bracing Relocation)	\$246	Relocate PEIMB bracing to accommodate future equipment conveyor in MRF.
CCO 35 (Concrete and AC Removal)	\$66,216	Demolish/remove AC thicker than shown on plans and demolish/remove concrete paving not shown on plans.
CCO 36 (Floor Beams for Equipment Support)	\$5,242	Install W8x21 beams per BHS requirements on Force Account.
CCO 37 (Reserve for Delta 4 "Operator Revisions")	\$50,000	Reserve 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)	\$37,104	Add structural support to MRF Admin parapet walls per City of San Carlos Building Permit review comments.
CCO 39 (Dropped Beams)	\$21,574	Extend dropped grade beam east of Line 6 along Grid A.
CCO 40 (Delta 6 Reinforcing Steel)	\$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)	\$70,117	Additional cost for rebar at TS & MRF.
<b>Subtotal Approved Changes</b>	<b>\$1,106,062</b>	



Photo 1 & 2  
MRF Admin structural  
steel building erection &  
Pre Engineered Metal  
Building erection 6/10/10





## STAFF UPDATE

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To: SBWMA Board Members  
From: Recycling Staff  
Date: June 24, 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 will be conducting three half day workshops in September 2010 for staff at each Member Agency "impacted" by the new Franchise Agreements with RSMC. (If there is enough interest in these workshops, Staff will also offer follow-up webinars to supplement this effort.) Each workshop will be focused on distinct types of agency staff (e.g., contract administrators – Board Members, City Manager's office, City Clerk; direct service recipients – public works, parks and recreation; financial management – financial services staff.) Please submit to RethinkWaste by July 1, 2010, a staff directory or list of key staff that should be invited to the workshops. Also, please provide your agency's preference or constraints regarding scheduling/attending workshops in September. Staff will work with each Board member to determine the staff that should be invited to the workshops.

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

Promotion of the new Door-to-Door HHW collection services program commenced in April with collection commencing in Mid-May. Currently, six Member Agencies have committed to participate in this program, including: Belmont, San Carlos, Hillsborough and the City of San Mateo in May, and Menlo Park and West Bay Sanitary District in August. One other agency (i.e., East Palo Alto) is currently considering joining the program in August.

The initial interest in the program has been strong and the company has scheduled over 1,000 residents since the first appointments for collection were confirmed beginning in early May.

### 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.

The single-family Garbage Cart Selection brochure was completed earlier this month and mailing started the week of June 7<sup>th</sup>. The mailing has been staggered over a three-week period to ensure that Recology is responding to customer calls and emails without delay. Responses to the brochure are due by July 9, 2010.

Staff will be presenting each Member Agency with a plan that details outreach efforts specific to their community by June 30, 2010. As part of these efforts, staff plans on holding a community meeting for each Member Agency sometime during the two weeks prior to the delivery of residential carts based on each Member Agency's cart delivery schedule set by Recology. These meetings would take place in the evening during the week, and residents would be invited as a way to learn more about the new collection services, see the new carts and ask question. Staff would like some assistance from the Member Agencies in planning these meetings. **Please submit to RethinkWaste by July 10, 2010** two possible dates (during the two weeks prior to the carts being delivered in your community) for your Member Agency's meeting, as well as locations to hold the meeting.

RethinkWaste and Recology staff will also be at various Member Agency community events starting this month through early fall to provide information to the public on the transition to new services. Recent and upcoming events include Burlingame Art in the Park, Menlo Park Block Party and Redwood City 4<sup>th</sup> of July.

#### **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 3,985 pounds was collected in May 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 the City of Foster City's Art & Wine Festival and City of Menlo Park's Sunset Celebration. Upcoming events include San Mateo Wine Walk, Highlands 4<sup>th</sup> of July event and Foster City's 4<sup>th</sup> of July event.

#### **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 418 visits per week since the last Board meeting, of which over 59% 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 is currently in development and will focus on the Recology cart deliveries for the new services and new program information. This edition will be sent to residents in early July.

### 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**

<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

**Compost Giveaway**

Nine Member Agencies participated in the Spring Compost Giveaway Events. 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



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

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### July 22, 2010

- Update on Member Agency Residential Rate Setting: Rate Categories and Service Fees
- Resolution Approving Contract with R.J. Proto Consulting Group for Collection Services Transition Support for FY 2011
- Update on Public Education and Outreach Campaign
- Update on Storage and Use of Biodiesel in Collection Fleet and Transfer Trailers

### August 26, 2010

(Cancel this meeting?)

### 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