



Minutes
Committee #4

Recycling, Computerization, Building, and Intergovernmental Services

Committee #4 met Tuesday, October 27, 2015 at 3:00 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Chuck Hull, Paul Nadreau, Paul Olson.

Mayor/Other Council Members present: Mayor Greg Hoffman, Rob Kiefer and John Monarski.

Others present: Finance Manager/Treasurer Lynne Bauer, City Attorney Bob Ferg, Police Chief Wendy Stelter, Police Lt. Brian Micolichak, Chippewa County Conservationist Dan Masterpole, Chippewa County Recycling Coordinator Renee Yohnk, Andrew Dane of SEH, City Clerk Bridget Givens, and those on the attached sign-in sheet.

The meeting was called to order at 3:00 pm.

- 1. Discuss results and details related to the facilitated competitive bid process for recycling and waste collection services as coordinated by Chippewa County. Possible recommendations to the Council.**

Councilor Hull gave a brief overview of the history of recycling in the City indicating that the City agreed to participate in a Request for Proposal (RFP), facilitated by the County, for recycling and solid waste collection. This meeting will be an opportunity to review the results of the RFP.

County Conservationist Dan Masterpole explained the RFP process and that the County contracted with SEH as a consultant to determine if efficiencies could be gained if members of the county pooled their curbside recyclables and solid waste.

Andrew Dane of SEH distributed a handout entitled: Recycling & Solid Waste Collection Evaluation Memo (attached) and reviewed the details thereon. It was suggested that the City has three primary options to consider:

1. Continue with the current arrangement where the City contracts with a single hauler for curbside recyclables and allows multiple haulers to provide solid waste collection;
2. Contract with a single hauler for solid waste collection and a second hauler for recycling; or
3. Contract with a single hauler for both solid waste collection and recycling.

No action taken.

- 2. Discuss options for the City's recycling program and review present policy on waste collection in the City. Possible recommendations to the Council.**

Hull indicated that the City had to consider its options relative to recycling as the current contract expires December 31, 2015. He further stated it was not necessarily the City's intention to look for a single hauler for solid waste collection, but that the Committee wanted to look at all the information before making a decision.

The Committee then discussed the quoted pricing structures and the pros and cons of each of the above-referenced options (1-3).

Hull suggested that issues we have with uncollected trash at residences in the City could potentially be remedied if every household was being charged for waste collection like they are for recycling. Perhaps more people would take advantage of the service if they are being charged for it. It was thought though that the general consensus of the citizens is that they want to keep their own haulers for solid waste collection.

This item will be discussed further at the next meeting which is scheduled for Tuesday, November 3rd at 5:00 pm. As a transition will need to be made by January 1, 2016, education of the residents will be very important; the County will help provide these educational services.

No action taken.

3. Adjournment

Motion by Olson/Nadreau to adjourn at 4:34 pm. All present voting aye, motion carried.

Minutes submitted by:
Chuck Hull, Chair

COMMITTEE #4 ATTENDANCE SHEET - October 27, 2015

NAME	ADDRESS
Lisa Fasching Daver Advanced Disposal	2626 Mondovi Rd EC
RF/ur	1304 Peru St CF
Don REND	219 MANSEFIELD ST.
Kerl Kertea	N14985 Fernau Ave Thorp WI
Tricia Tambornino	520 Westwood Dr.
Suey Tambornino	735 Mansfield st.
Dawn Kertea	Mannese, Bernselle
Dawn Masternple	Chippewa Co. LCFM
Rence Yohnk	Chippewa Co. Recycling



October 27, 2015

RE: Chippewa CO MRF Study – Phase 3

Recycling & Solid Waste Collection Evaluation Memo

Background

State cuts have reduced recycling grants to counties and municipalities. Tax levy caps have removed the capacity of the County and local municipalities to raise revenue through increases in property taxes. Recycling costs to municipalities and landowners are expected to continue to rise.

In response to these circumstances, the Chippewa County **Responsible Unit** (RU), through the Recycling Division of the Chippewa County Department of Land Conservation and Forest Management, commissioned a study in 2012 to determine where changes could be made to gain efficiencies in municipal programs.

Key findings from the study and subsequent research include:

1. Single stream recycling is the future of recycling in cities and urban areas.
2. Recyclable materials are a commodity and have market value.
3. The volume of recyclable materials collected will increase and the volume of garbage generated will decrease as municipalities make a transition to effective single stream curbside recycling.
4. Public funds can be saved and recycling service costs can be controlled if municipalities in the Chippewa Falls urban area and Highway 29 corridor work together in a competitive market environment to consolidate household recyclables collected from their municipality.
5. To achieve greater efficiency and cost savings, the potential for combining residential recycling and waste collection services should be examined, with the objective of moving toward a system of volume based waste disposal.
6. Residential waste collection fees in Chippewa Falls are high when compared to municipalities in the County with single-hauler waste collection services.

Request for Proposals (RFP)

On August 19, 2015, an RFP was issued by the Chippewa County Department of Land Conservation and Forest Management to solicit proposals for single stream recycling and solid waste collection and transfer services. Six communities chose to participate in the bid process, including the villages of Boyd

and Cadott, and the City of Stanley (Zone 1), as well as the city of Chippewa Falls, and the towns of Lafayette and Eagle Point (Zone 2).

The RFP was sent directly to all haulers with a presence in the Chippewa Valley. Respondents were asked to provide a statement of qualifications and provide cost information for the following services:

1. Bi-weekly (every other week) Single Stream Recycling Collection
2. Volume-Based Waste Collection
3. Combined bi-weekly Recycling and Weekly Waste Collection

Respondents were asked to provide the above cost information by municipality, by zone, and for serving the entire service area defined in the RFP. Five firms responded to the RFP, including Express Disposal, Waste Management, Advanced Disposal, Boxx Sanitation, and Provyro.

Short Elliott Hendrickson Inc (SEH) and Resource Recycling Systems (RRS), on behalf of Chippewa County, evaluated the experience and strength of operations of the Proposer's services and their cost proposals. All of the proposing companies provide the technical and managerial expertise to fulfill the requirements of the RFP.

A financial analysis for each cost proposal was completed covering the full term of services, including solid waste collection costs and recycling collection and transfer costs. The following tables provide the information for each cost proposal. All costs are based on a 5-year collection contract term, which every respondent asked for in their RFP response.

Evaluation Criteria

All proposals were evaluated by the following criteria to determine that all technical and managerial requirements were met and that the Proposers were capable of providing all required services.

Organizational

- Proposal understands and is consistent with the needs of the Community
- Proposer has demonstrated strength and experience in Solid waste and recycling collection
- Proposer has demonstrated experience providing contracted services to municipalities or other governmental agencies
- Proposer accepts required terms/conditions of proposed contract(s) and has no major exceptions
- High level of experience for facility Key personnel

Technical

- Curbside and Recycling Waste Collection Services
- Proposal fulfills all requirements (org chart and experience)
- Management experience to deliver operations performance requirements

- Efficient access to major transportation routes and Transfer Capabilities to MRF

Financial

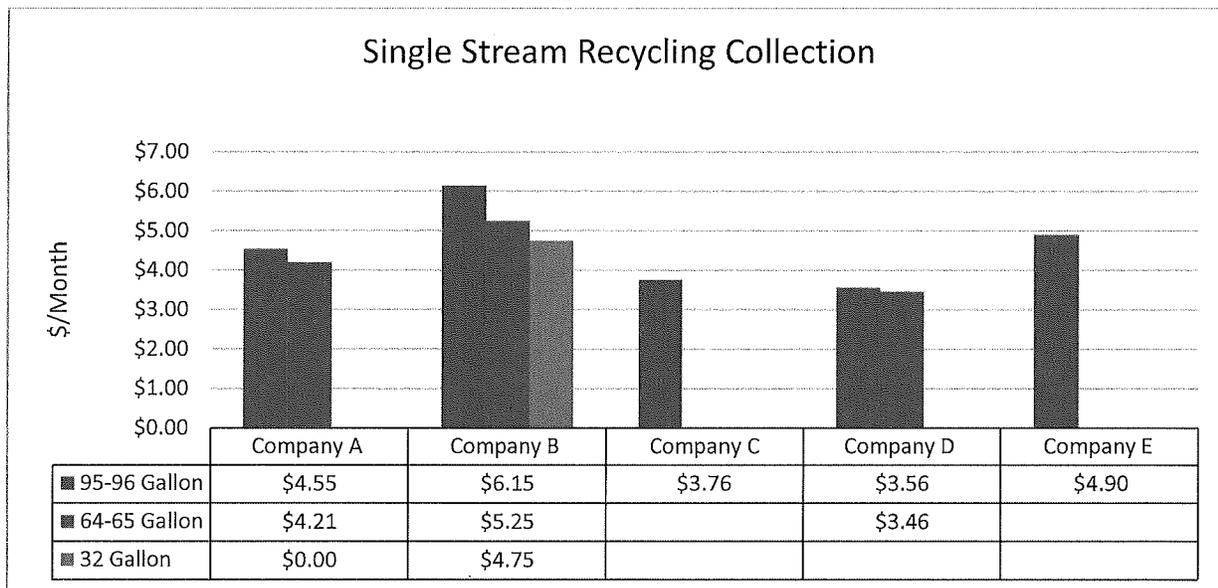
- Weekly Waste and Bi weekly Recycling Collection Services Cost

Bi-Weekly Single Stream Recycling Collection

Table 1 provides a comparison of respondent’s cost proposals to provide bi-weekly single stream recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company D provided the best cost proposal (\$3.56) followed by Company C (\$3.76), Company A (\$4.55), Company E (\$4.90), and Company B (\$6.15).

Respondents were asked to include in their recycling collection costs the cost of transferring recyclables to a designated MRF. All respondents agreed to transfer recyclables to the designated MRF. However, most respondents only provided transfer costs to the MRF they are currently utilizing. Therefore, it should be noted that the consultant team added a \$.84/month recycling transfer charge to the monthly costs identified in the table below and in Table 3 except for Company C which is already utilizing the designated MRF. This charge was added in order to allow for an “apples to apples” comparison of costs.

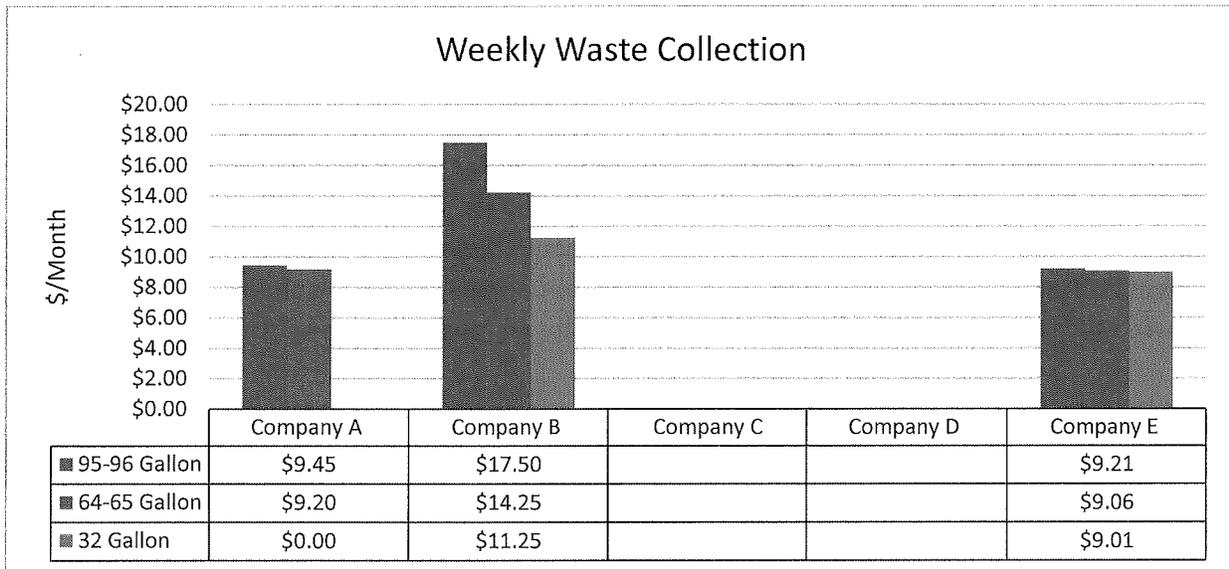
Table 1: Bi-Weekly Single Stream Recycling Collection Cost Table (\$/HH/Month Cost Table)



Volume-Based Waste Collection

Table 2 on the following page provides a comparison of respondent’s cost proposals to provide weekly waste collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company E provided the best cost proposal (\$9.21) followed by Company A (\$9.45), and Company B (\$17.50). Companies C and D chose not to provide cost proposals for weekly waste collection only.

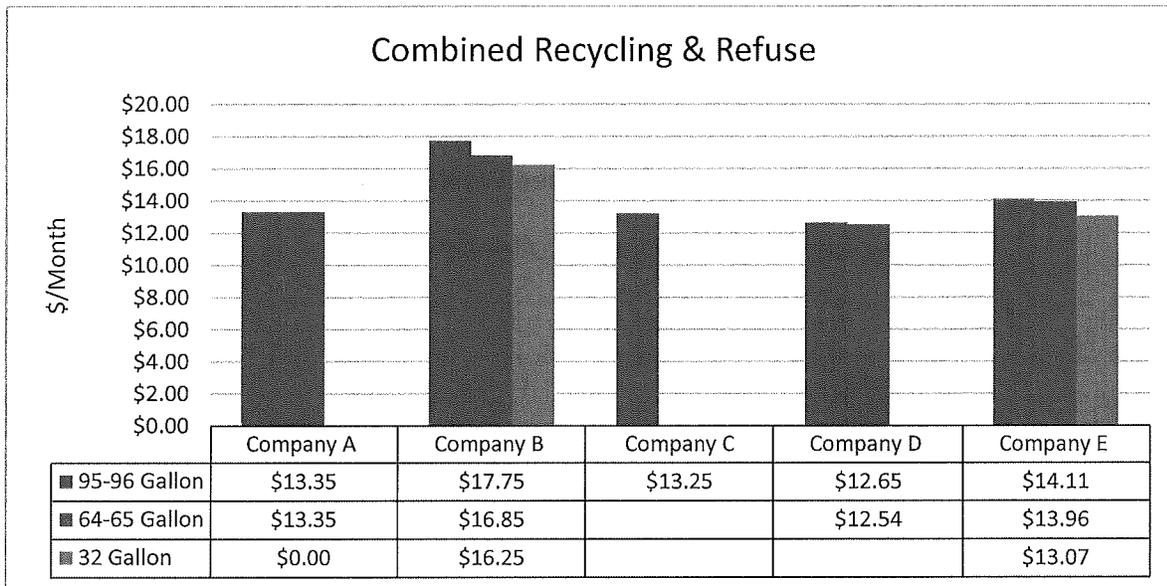
Table 2: Weekly Waste Collection Cost Table (\$/HH/Month Cost Table)



Combined Waste and Recycling Collection

Table 3 provides a comparison of respondent's cost proposals to provide combined waste and recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company D provided the best cost proposal (\$12.65) followed by Company C (\$13.25), Company A (\$13.35), Company E (\$14.11), and Company B (\$17.75).

Table 3: Combined Waste and Recycling Collection Cost Table (\$/HH/Month)



Current Rates

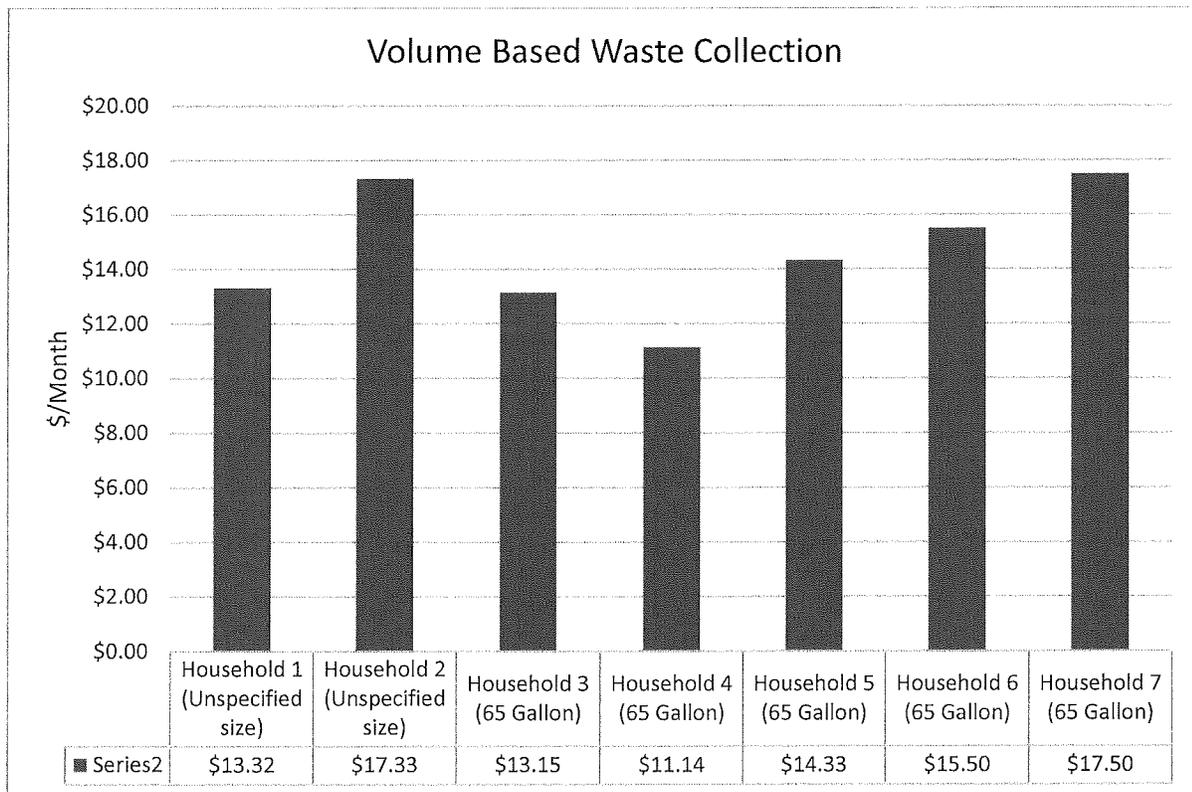
The City of Chippewa Falls does not currently contract for waste collection services. Rather, individual households subscribe to service directly from the hauler of their choice. Table 4 provides a comparison of rates for seven (7) different households. It should be noted that the costs for Household 4, Household 5, and Household 6 were obtained by calling the service providers and asking for quotes. Households 1, 2, 3, and 7 are actual costs of service currently being provided.

The average cost for volume based waste collection service based on the data below is \$14.61 per household per month. This cost does not include recycling collection.

The current cost of recycling in the City of Chippewa Falls is \$2.14 per household per month.

If recycling collection were factored in the average cost per household per month would be \$17.61 per household per month.

Table 4: Individual Subscription Rates for Volume Based Waste Collection Cost (\$/HH/Month)



Recommendation

The City has three primary options to consider in terms of ensuring that residents have access to cost effective, quality recycling and solid waste collection service. These options include:

1. Continue with the current arrangement, allowing multiple haulers to provide solid waste collection service to individual households through subscription service. The City continues to contract with a single recycling hauler for single stream recyclables collection.
2. Contract with a single waste hauler to provide waste collection to all households in the City. The City continues to contract with a single recycling hauler for single stream recyclables collection.
3. Contract with a single hauler to provide both solid waste and recycling collection.

If the City chooses Option 1 the consultant recommendation is for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for single stream recycling collection (Table 1)

If the City chooses Option 2, the consultant recommendation is for the City to enter into contract negotiations with Company E, which provided the most cost effective proposal for volume based waste collection (Table 2), and for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for single stream recycling collection (Table 1). Company C and D did NOT bid on Waste Collection Only.

If the City chooses Option 3, the consultant recommendation is for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for providing **both** volume based waste collection and single stream recycling collection services (Table 3). The most cost effective proposal is the combined recycling and waste collection (Option 3) with a single hauler for both recycling and waste collection that provides the overall lowest system cost for residents.