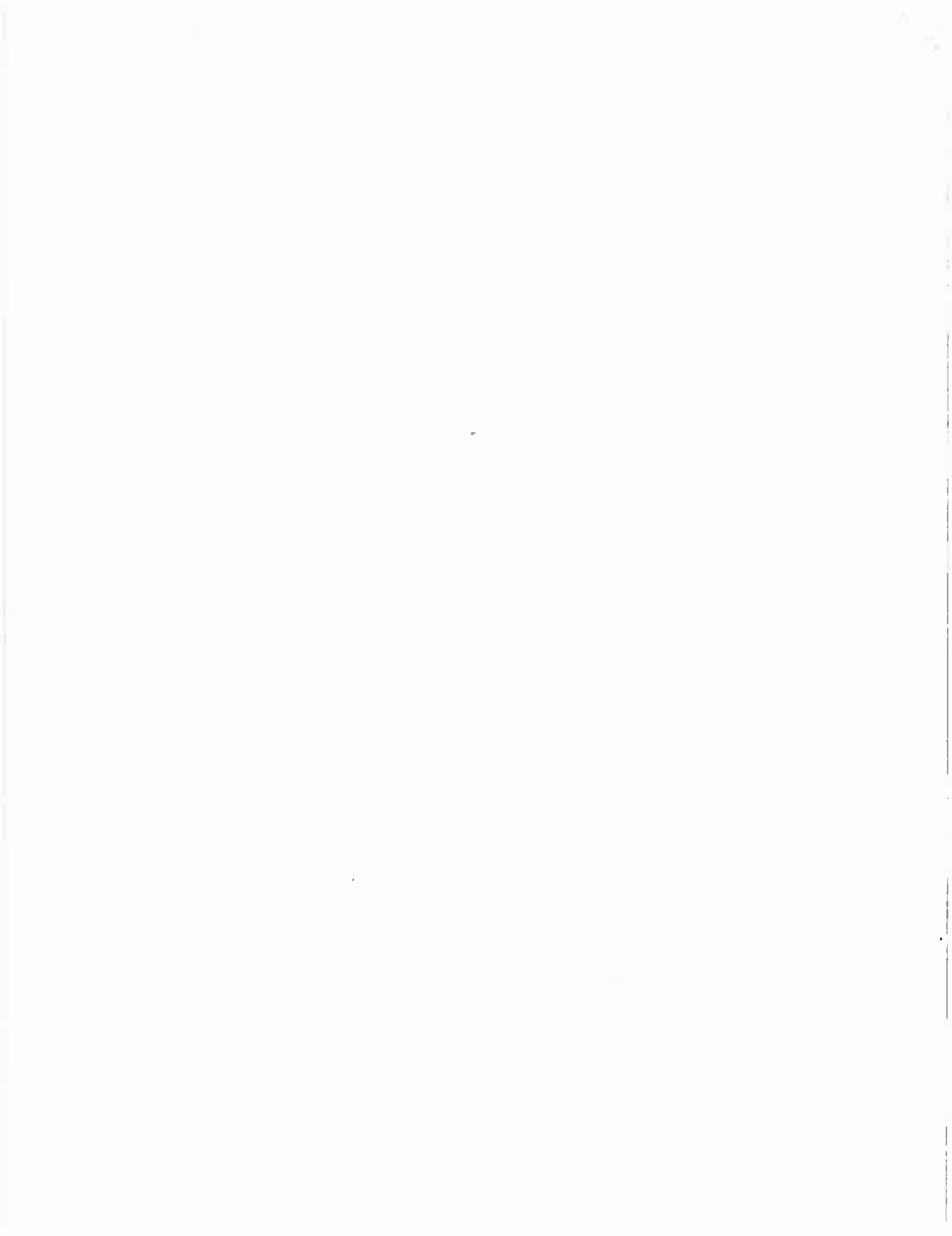


**Detailed Timeline for RFP Process:
City of Los Altos Trash/Recyclables Hauling Services
July 7, 2009**

Task	Date
City Council meeting	July 14, 2009
Environmental Commission	August 10
City Council RFP approval	September 8
City Council follow-up meeting	n/a
Issue RFP (10 week period before proposals due)	September 14
RSVP deadline for pre-proposal meeting	September 28
Mandatory Pre-proposal conference	October 5
Deadline to submit written questions	October 12
Issuance of a City Addenda	October 20
Deadline to Submit Requests for Clarification of Addenda	October 27
Issuance of Final City Addenda	November 4
Proposals Due	November 17
Initial Review and Shortlist Proposers	November 18 – Dec 1
Set up interviews	December 1 - 8
Evaluation and Interview of Proposers (2 weeks)	December 9 - 18
Write Staff report for City Council	January 4 – 15, 2010
Staff report due	January 15
City Council authorizes contract	January 26
Conform agreement	February 5
Start Operations under new contract	September 14, 2010 (Tues.)





Beyond Garbage

City of Los Altos
Integrated Waste Management Services RFP

Richard Gertman
Environmental Planning Consultants

1



SYSTEM GOALS

- Reduce Environmental Impacts
- No compostable organics landfilled
- Extend life of landfills
- Use competitive process to get best services at best rates

2



Program Goals

- Make recycling more convenient
- Increase recovery and diversion
- Keep costs down
- Encourage Contractor to be innovative
- Provide weekly collection of recyclables and all organics

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Current Program

- Three streams
- Recycling every other week in 18-gallon bins
 - Yard Wastes every other week
 - Garbage weekly



Basic Program

- Three streams in 3 carts
(like Cupertino & Saratoga)
- Single-stream recycling weekly
 - Yard Wastes weekly
 - Garbage weekly



Alternative Program

- 2-Stream Program
- Compostables (Wet Organics)
 - All-Other (Dry Recyclables)



2-Stream Alternative

- All 'wet' materials are collected and processed to produce compost
- All 'dry' materials are collected and processed to recover and sell marketable commodities
- Residue from both is landfilled

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2-Stream Recycling

In Los Altos Hills

- Recyclables are 33% of materials collected
- Residue to landfill is less than 9% of the dry materials, or 3% of total wastes

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2-Stream Compostables

In Los Altos Hills, yard wastes and other compostable materials are hauled to a processing facility

- ♦ Organics are composted and 'cured'
- ♦ Compost is screened to 1/8-inch to remove non-compostable materials
- ♦ Residue is 20% of the 67% of the total collected, or 14% of the total wastes

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Nothing Escapes Processing

- All beverage containers are recycled – they are either recovered at the recycling center or the compost facility
- No paper goes to landfill – it is either recycled as paper or composted
- All plant trimmings are composted
- Overall Diversion Rate about 83%

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2-Stream Commercial Service

Collection with two trucks

(Instead of garbage and recycling)

- All Dry Recyclable materials in one bin
- Wet Compostables in another bin

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Los Altos Hills: Proposal #1

Weekly collection of

- Garbage
- Recycling
- Yard waste

Each material type collected
in separate trucks

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Los Altos Hills Proposal #2

Weekly collection of

- Garbage & yard waste together
- All recyclables together

Two material types collected in separate compartments on one truck



Collection Savings

Number of Trucks and Drivers

- 3-stream proposal needed 9 trucks and drivers
- 2-stream proposal needed 5 trucks and drivers

Only one truck on each street



Collection Savings

- 40% fewer trucks on streets
- Fuel use reduced
- Air emissions reduced
- Road surface wear reduced
- Noise reduced



Los Altos 3-Stream

2008 Annual Report Data
(from LAGCo)

- Residential Recycling – 66%
- Commercial Recycling – 16%
- Debris Box Recycling – 55%
- Overall Recycling – 55%



Cupertino 3-Stream

2008 Annual Report Data
(from LAGCo)

- Residential Recycling – 60%
- Commercial Recycling – 14%
- Debris Box Recycling – 57%
- Overall Recycling – 44%



Los Altos Hills 2-Stream

First Six Months Results:
(October 1, 2008 – March 31, 2009)

- Recyclables – 95%
- Compostables – 85%
- Construction Debris Boxes & Clean-up Days - 65%
- Overall - 83%



Waste Generation by Sector

- Cupertino – mostly commercial, smaller residential lots
- Los Altos Hills – no commercial, larger residential lots
- Los Altos – some commercial, large residential lots

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RFP Design to Achieve Goals

The RFP will Require Proposals:

1. Base Case for expanded services to meet the City's stated Goals
2. Alternative for additional services to go beyond the minimum service level

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RFP Services

- Collection of recyclables, compostables and garbage
- City facilities serviced at no additional fee
- Side yard service available
- Rolling carts for all materials
- Incentive for 'Green' Fuel Vehicles
- Reduce truck miles driven
- Debris box services franchised
- On-call collection days

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RFP Options

- Turn-in days
- Street sweeping
- 20-gallon garbage can
- Curbside collection oil, batteries, CFLs
- Service start time - 8:00 AM
- Diversion incentives and penalties
- Compostables recycling from special events

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What is recyclable?

Proposers must specify:

- which materials are Recyclable
- which materials are Compostable
- what happens to each material type


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HHW Program

- Management of hard to recycle materials:
 - Batteries
 - Compact Fluorescent Lamps
 - Used motor oil
 - Latex paint
 - Bulky items (couches)


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Communication with Residents

- Promotional Materials
- Driver Load Checking
- Resident notification process

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City's Costs

City staff to:

- Prepare this RFP and Contract
- Monitor Collection Contractor
- Monitor Landfill contract
- Promote programs in partnership with Franchisee
- Support HHW & U-Waste Programs
- Report to State

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Environmental Features 1

- Reduce methane generation
- Reduce air quality impacts from collection vehicles
- Improve air quality by recovery and reuse of resources
- Conserve energy from manufacturing products

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Environmental Features 2

- Reduce air quality impacts from shipping
- Conserve water and reduce contaminated water running off into storm drains
- Buy Recycled products
- Expand household hazardous wastes and universal wastes programs

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Proposal Evaluation Criteria

Contractor selection based on:

- **Services proposed**
- **Cost of services**
- Diversion proposed
- Qualifications
- References

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RESULTS ...

LOS ALTOS

- Could significantly increase diversion
- Could be a leader in protecting the environment by reducing GHGs
- Could be able to offer more services at reasonable costs

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