



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: June 21, 2018

Staff Contact: Darren Schulz, Public Works Director

Agenda Title: For Possible Action: To provide staff direction to issue a request for proposals for Solid Waste and Recyclable Materials Franchise collection services. (Rick Cooley; RCooley@carson.org)

Staff Summary: The current Solid Waste and Recyclable Materials Franchise Agreement expires on June 30, 2019. In order to have a vendor in place ready to serve a new franchise agreement by July 1, 2019, a new agreement must be awarded by December 2018. Direction is being sought to issue the request for proposals and draft agreement.

Agenda Action: Formal Action/Motion

Time Requested: 30 minutes

Proposed Motion

Move to authorize staff to proceed with the issuance of the Request for Proposals for Solid Waste and Recyclable Materials Collection Services and draft agreement to include franchised residential and commercial service, mandatory residential service, automated trash and single-stream recycling service, and options for yard waste services.

Board's Strategic Goal

Efficient Government

Previous Action

During the Board of Supervisors' meeting of April, 5, 2018, the Board received recommendations for specific items to be included in the Request for Proposals. The Board provided direction for the inclusion of the following items: 1) franchised residential and commercial services; 2) construction and demolition service would be exempt from the franchise; 3) mandatory residential service picked up on a weekly basis with exemption for residents that can prove regular use of the landfill; 4) provide costs for both regular carts and wildlife-proof carts for all customers on mandatory service; 5) automated single-stream recycling service picked-up on a bi-weekly basis; 6) provide fee-based commercial recycling that incentivizes participation; and 7) have proposers include possible options for the collection and disposal of yard waste which would accommodate seasonal changes.

Background/Issues & Analysis

In November 2017, the City hired the consulting firm of Sloan Vazquez McAfee (SVM) to assist in the development of a request for proposal for solid waste and recyclable materials franchise agreement. SVM would also assist in soliciting public input and conducting public meetings to gather input as to what should be included into the new agreement.

SVM developed a questionnaire to stimulate feedback from current and potential residential and commercial customers from within Carson City. The City converted the questionnaire into an online format that was hosted on the City's website so that the questionnaire could be completed and submitted directly from this site. SVM

also established an email address specifically for individuals to request a questionnaire, submit a completed questionnaire, or to provide unscripted input. Questionnaires were also made available for pick-up at the Public Works Department.

Five public meetings were held during the months of February and March in order to meet with the public, engage in an open discussion, and collect additional input directly from public. The public meeting dates and times and a request to complete a questionnaire were advertised via a note on all water bills, via social media (Facebook, Twitter), communications to the Carson City Chamber of Commerce, communications to the Downtown Business Association, on CarsonNow.org, within specific articles and the opinion section of the Nevada Appeal, and a specific advertisement in the Sunday edition of the Nevada Appeal prior to each public meeting. A total of 475 completed questionnaires were received plus other unscripted comments via email and phone message. During this period, potential bidders and other interested local haulers have been solicited to get their input.

The end result of all of the information collected and previous Board direction at the April 5, 2018 Board of Supervisors meeting is the presentation before the Board today.

Applicable Statute, Code, Policy, Rule or Regulation

Chapter 5.10 - Solid Waste and Recyclable Materials of the Carson City Municipal Code

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Alternatives

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)