



Office of the City Manager

CONSENT CALENDAR  
November 19, 2019

To: Honorable Mayor and Members of the City Council  
From: Dee Williams-Ridley, City Manager  
Submitted by: Phillip L. Harrington, Director, Public Works  
Subject: Contract No.10340 Amendment: HF&H Consultants, LLC for the Study of the City Providing Commercial Collection Services and Development and Update of Rate Model

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 10340 with HF&H Consultants, LLC to increase the current contract by \$50,000 for a total not to exceed amount of \$200,000 and to extend the contract term to June 30, 2021 for the Study of the City Providing Commercial Collection Services and Development and Update of Rate Model.

FISCAL IMPACTS OF RECOMMENDATION

Funding is available in the Zero Waste Fund 601. Funding for the proposed contract amendment is available as detailed below:

Original Authorized Contract Amount	\$150,000
Current Contract Amendment	\$ 50,000
<b>Total contract amount.....</b>	<b>\$200,000</b>

CURRENT SITUATION AND ITS EFFECTS

HF&H Consultants, LLC was retained 1) to analyze the City’s options to provide all commercial refuse, recyclables and compost collection services that were provided by non-exclusive franchise commercial waste haulers and) to develop a rate model to review all City’s costs to provide residential and commercial collection services. The City Council authorized the City to provide services to commercial refuse, recyclables and compost collection service (7 cubic yard size carts and containers). Since July 2018, the City’s consultant, HF&H Consultants, LLC (HF&H), has worked with Zero Waste Division staff and other City staff to evaluate all relevant information required for all residential, commercial, and roll-off collection and corresponding services. As part of the development of in-house commercial hauling system analysis, HF&H reviewed all of the City Council approved 5 year residential and commercial rates schedules. Those rate schedules concluded on June 30, 2019 and are in need of evaluation and modification.

As presented at the September 17, 2019 City Council Work Session on Rate Study Review<sup>1</sup>, the consultant reviewed and analyzed costs associated with the City's provided collection and recycling programs services that provide the foundation of all City mandated efforts to achieve its goal of Zero Waste by 2020<sup>2</sup>. City Council Members' input provided will be included in a follow-up presentation to the City Council.

HF&H review the following Zero Waste Division (ZWD) programs and services that include:

1. Residential refuse and plant debris (green waste and food scraps combined) collection, (23,000+ customers),
2. Commercial refuse, dual stream recycling (includes multi-family units of 9 or more), and green waste/food scraps collection (5,000+ customers),
3. Residential bulky waste, and Christmas tree pick-ups at no charge,
4. Roll-off containers for C&D debris and commercial compactor hauling,
5. All Transfer Station operations, including the off-site hauling of both C&D and refuse to recycling and disposal facilities,
6. City's contracted vendors provide services for:
  - Residential and multi-family (8 units or less) dual stream recycling collection,
  - On-site sorting and marketing of all collected or dropped off residential and commercial recyclables,
  - Off-site hauling and composting of green waste and food scraps,
  - Acceptance and offsite recycling of residential used oil, appliances, carpet and mattresses,
  - Landfill disposal, and
  - Offsite sorting and marketing of C&D.
7. Fire Fuel Removal Program, and
8. Clean City Program that includes:
  - Neighborhood cleanups,
  - Street sweeping,
  - Graffiti abatement, and
  - Illegal dumping cleanups.

This contract amendment authorization supports the City's Strategic Plan Priority of advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

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<sup>1</sup> [https://www.cityofberkeley.info/Clerk/City\\_Council/2019/09\\_Sep/Documents/2019-09-17\\_\(WS\)\\_Presentations\\_Item\\_2\\_Pres\\_PW\\_pdf.aspx](https://www.cityofberkeley.info/Clerk/City_Council/2019/09_Sep/Documents/2019-09-17_(WS)_Presentations_Item_2_Pres_PW_pdf.aspx)

<sup>2</sup> [https://www.cityofberkeley.info/uploadedFiles/Public\\_Works/Level\\_3\\_-\\_Solid\\_Waste/Zero%20Waste%20Goal.pdf](https://www.cityofberkeley.info/uploadedFiles/Public_Works/Level_3_-_Solid_Waste/Zero%20Waste%20Goal.pdf)

### BACKGROUND

In August 2016, HF&H was retained 1) to analyze the City's options to provide all commercial refuse, recyclables and compost collection services that were provided by non-exclusive franchise commercial waste haulers and) to develop a rate model to review all City's costs to provide residential and commercial collection services. The City Council authorized the City to provide services to commercial refuse, recyclables and compost collection service (7 cubic yard size carts and containers).

In August 2016, HF&H was contracted to perform a comprehensive financial and operational assessment of the impacts to the City and public for providing in-house commercial hauling services to existing Zero Waste customers. HF&H, along with input from City staff, completed the 2014 Franchise Study assessments of relative impacts to the City's Zero Waste Policy, Climate Action Plan, and Municipal Code. This work also included an assessment of relative impacts to existing services, customer experience, infrastructure, and partnerships.

### ENVIRONMENTAL SUSTAINABILITY

The contract amendment will allow HF&H to continue to work on the proposed rate schedules that will ensure that as an enterprise funded operation that the City's Public Works – Zero Waste Division will generate sufficient revenues to support:

- The expansion of the City's efforts to meet its Zero Waste Goal,
- The 2009 Climate Action Plan<sup>3</sup>,
- Compliance with legislation to: enhance recycling; organic diversion and composting; single foodware use and litter reduction,
- All residential and commercial materials collection, material processing, or marketing, and
- Sufficient enterprise fund reserve for future capital replacements.

### RATIONALE FOR RECOMMENDATION

Authorization of this amendment will allow Public Work and HF&H Consultants, LLC to follow-up on the Council Members' input on the Zero Waste Division's financial and operations assessment and update to the 2014 Rate Study.

### ALTERNATIVE ACTIONS CONSIDERED

None.

### CONTACT PERSON

Greg Apa, Solid Waste & Recycling Manager, Public Works, 981-6359

1: Resolution

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<sup>3</sup> [Climate Action Plan - City of Berkeley, CA](#)

RESOLUTION NO. ##,###-N.S.

CONTRACT NO.10340 AMENDMENT: HF&H CONSULTANTS, LLC. FOR THE STUDY OF THE CITY PROVIDING COMMERCIAL COLLECTION SERVICES AND DEVELOPMENT AND UPDATE OF RATE MODEL

WHEREAS, on August 22, 2016, the City Manager authorized Contract No. 10340 with HF&H Consultants, LLC for a comprehensive financial and operations assessment of the impacts to city and public for providing in-house commercial hauling services, and to update the 2014 Franchise Study, in an amount not to exceed \$150,000; and

WHEREAS, HF&H Consultants, LLC services are necessary to complete the assessment of the City providing commercial collection services of refuse, recyclables and compost and update to the Rate Model; and

WHEREAS, Funding is available in Zero Waste Fund 601.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 10340 with HF&H Consultants, LLC in the amount of \$50,000 for a total contract not to exceed amount of \$200,000 (CMS No. CNPWL) for the Study of the City Providing Commercial Collection Services and Development and Update of Rate Model. A record signature copy of the contract and any amendments to be on file in the City Clerk Department.