


CITY COUNCIL ACTION REQUEST

Department(s): Environmental Services	CEQA: Not a project, File No. PP17-002 Consultant services for design, study, inspection, or other professional services with no commitment to future action.	Coordination: City Attorney's Office, City Manager's Budget Office	Dept. Approval: /s/ Kerrie Romanow
Council District(s): Citywide			CMO Approval:  1/18/23

SUBJECT: AGREEMENT WITH CASCADIA CONSULTING GROUP, INC. FOR RESIDENTIAL SOLID WASTE CHARACTERIZATION SERVICES

RECOMMENDATION:

Approve a Master agreement with Cascadia Consulting Group, Inc. for waste characterization services for a four-year term in an amount not to exceed \$1,000,000 for the contract duration.

BASIS FOR RECOMMENDATION:

The Environmental Services Department provides recycling services to all residences in San José through two contracted service providers: California Waste Solutions and Green Team of San José.

The agreements with California Waste Solutions and Green Team, which were executed in Fiscal Year 2020-21 and expire June 30, 2036, include a diversion standard known as the "Material Recovery Standard". The diversion standard limits the amount of recyclable program material in processing residue designated for landfill to 20 percent by weight. Recycling processing studies are performed once per fiscal year by a third-party consultant to determine the percentage of recyclable program materials present and to determine the contractor's adherence to the diversion standard. The City is responsible for retaining and compensating the third-party consultant to perform the studies.

The agreements also require Recyclables Studies to determine contractor compensation, which is based on the amount of non-program material collected in recycling carts. The Recyclables Studies are performed once every two years by a third-party consultant to determine the percentage of program material, by weight, present in material collected by the contractor. The same third-party consultant retained by the City to conduct the annual recycling processing assessments performs these studies. The results of these studies are used to determine the applicable compensation rate for California Waste Solutions and Green Team effective for the following two fiscal years.

On August 17, 2022, the Environmental Services Department conducted a Request for Proposal to procure the consultant to perform the waste characterization studies. On September 23, 2022, the City received two proposals in total. Cascadia Consulting Group, Inc. received the highest score of 78 out of 100 maximum possible points. The Cascadia Consulting Group team has extensive experience in performing waste characterizations and other relevant projects with similar nature. The Cascadia team demonstrated excellent understanding of the work plan, project objectives, and goals. Under the proposed master agreement, consultant services will be initiated by authorized service orders detailing the specific scope of services, schedule, and compensation along with the appropriate funding sources for the project.

Climate Smart San José: The recommendation in this memorandum has no effect on Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: No commission recommendation or input is associated with this action.

COST AND FUNDING SOURCE:

Fund #	Appn #	Appn. Name	Total Appn.	Amount for Contract	2022-2023 Proposed Operating Budget Page*	Last Budget Action (Date, Ord. No.)
423	0762	ESD Non-Personal / Equipment	\$3,926,270	\$1,000,000 over 4 years	435	10/18/2022 30833

FOR QUESTIONS CONTACT: Valerie Osmond, Deputy Director, Environmental Services Department at (408) 535-8557, valerie.osmond@sanjoseca.gov