

**MINUTES
REGULAR MEETING
JUNE 9, 2015**

The Ross Township Board of Trustees met in special session to discuss a proposal for a contract to provide residential recycling and solid waste collection in Ross Township in cooperation with Colerain and Springfield Townships in Hamilton County.

ROLL CALL

Present - Raymond J. Wurzelbacher, Thomas E. Willsey and Ellen Yordy.

PROCEDURAL ACTION

Trustee Willsey began the meeting with the introduction of the panel consisting of: Ross Township representatives Tom Willsey - Trustee, Raymond Wurzelbacher - Trustee, Ellen Yordy - Trustee, Judy Huffman - Fiscal Officer, and Bob Bass - Administrator; Butler County Recycling & Solid Waste District representative Anne Fiehrer Flaig - District Coordinator; Hamilton County Recycling & Solid Waste District representative Michelle Balz - Assistant Solid Waste Manager; and Rumpke Waste & Recycling representative Dean Ferrier - Municipal & Public Sector Manager.

PRESENTATION OF PROPOSED SERVICE CONTRACT AND PUBLIC PARTICIPATION

There were 43 Ross Township residents in the audience. What follows is a summary of their questions, concerns and comments as well a synopsis of the presentation and summary of the proposed contract for services.

Presentation

Administrator Bob Bass offered a slide presentation which detailed all aspects of the issue such as: contract purpose and timeline, development of bid document, bid process and tabulation, details of contracted services, bid advantages, provisions of the contract and cost comparisons.

The purpose of the contract is to provide the community with lower cost garbage and recycling services; to obtain greater control over contract cost, fees and collection service methods; and to increase community recycling efforts. The timeline required bid specifications to be let in April, 2015 with bids presented on May 15, 2015. If accepted, the contract would be awarded in September, 2015 and implemented on April 1, 2016. Its term would be for five years ending on March 31, 2021.

The apparent lowest responsive and responsible bidder on the project is Rumpke Waste and Recycling Services. If accepted and approved, Rumpke would provide bundled service which include: garbage collection, large item waste collection and recycling under various payment options depending on which garbage collection service is

chosen by the individual resident.

The three options for garbage collection presented in the contract are: Unlimited Service - where the weekly collection of waste has no limit provided that it is properly bagged, bundled or placed in a receptacle; Limited Service - where the weekly collection of waste is based on what can fit in a 95 gallon trash can provided by the hauler; and Backyard Service - where the weekly collection of waste is unrestricted by volume but limited to a distance of 75 feet from the curb, except for residents who meet the criteria of the American Disabilities Act. Under any of the three options (unlimited, limited or backyard), Snowbird Discounts will be offered to residents where your bill and service will be temporarily postponed if you plan to be away from home for greater than 2 months. A 10 day advance notice is required.

The Administrator discussed the benefits of recycling as well as the acceptable recyclable materials. Also discussed was the bulk item service which allows for one bulk item per month on a date of normal collection to be determined and also provided the acceptable items under this service and how they are to be packaged.

Also, the Administrator provided cost comparisons of the contracts projected 2016 service rates in comparison to the current service rates offered by Rumpke. The projected rates offered a 20.96% to 40.60% decrease of the current rates for waste collection services.

Finally the Administrator listed and detailed the following contract provisions:

Billing - the proposed contractor will bill all residential units quarterly and in advance; all residential household units shall be required to pay the base fee of their choice of service; late fees may be assessed on delinquent accounts; service may be discontinued after 90 day delinquency and a reactivation fee may apply.

Exclusivity - the proposed contractor will be the sole residential collector in Ross Township.

Service Exemptions - include working farms; mixed use owner occupied properties; where employer provides a disposal outlet at a resident's place of employment; multi-family dwellings with five or more units attached.

Collection Services - requirements have been placed in the contract to determine protocols for missed pick-ups, spills, snow delays, holidays, etc.

Service Complaints - requirements have been placed in the contract to handle, complaint resolutions, employee misconduct, etc. The proposed contractor must carry a \$10,000 reserve in an interest bearing account which is set up for fines to the Township for violations of service in the contract.

Default - the contract sets provisions to protect the Township in the case of default by the contractor. It allows the Township to impose liquidated damages and call for emergency collection services, if necessary.

Fuel Surcharges - the contract allows for a fuel cost adjustment once a year starting in April, 2017. The adjustment follows a formula designed in the contract

which can result in a monthly increase or decrease. The formula also restricts the contractor far more than their current methodology for figuring the surcharge.

Service Level Adjustments - the contract allows for residents to request a change in their level of service no more than one time per year. The contractor is entitled to charge a flat \$10 delivery fee for the delivery or removal of carts due to service levels adjustments.

Restricted Hours - the contract restricts collection in residential subdivisions beyond the hours of 6am to 6pm.

Questions and Answers

Q: With such a small representation of the community, what has been done to alert the citizens of Ross of this meeting? **A:** The information regarding this meeting has been posted on the Township's website for over a month, announced at the last two Board of Trustee meetings and sent to each residence in the township in the form of the Spring, 2015 newsletter.

Q: What does lowest responsive and responsible bidder mean? **A:** The lowest responsive and responsible bidder is the bidder which provides the lowest cost proposal who is also capable and competent to perform all the requirements in the specifications.

Q: If I don't recycle will I receive a discount on my monthly rate? **A:** No, regardless of which waste collection service you choose (unlimited, limited or backyard), the recycling and the large item services are included in that rate.

Q: If I have two large items in one month what do I do with the second item...wait until the following month? **A:** You will not have to wait if you don't want to. The proposed contractor will pick up more than one item per month if it is placed out for collection but you will be charged for the additional items (the amount is based on size and quantity).

Q: Who provides the can for the unlimited waste collection service? **A:** The residents can either provide their own can(s) or they can rent 95 gallon cans from the proposed contractor at \$2.50 per can per month.

Q: What if I want to choose another hauler to perform this work for me? **A:** This is an opt-out type of contract which means that if the Trustees enter into it on behalf of the community you will not be able to choose another vendor. While we typically do not adhere to such types of contracts, in this instance, it was the best way of insuring the highest possible savings for the services requested.

Q: Doesn't the exclusive nature of this contract stifle competition? **A:** We don't believe it does. The bids were legally advertised so that the invitation to bid was offered to anyone interested in submitting a proposal. We received three bids on the project including a bid from Rumpke, Republic and Best Way. The nature of the services requested in the bid was typical of what trash haulers provide throughout the country. Additionally, the State Law allows for the Trustees to be able to contract for these services and by using the combined house count within the three communities, the bidders were shooting for providing the same services under the same requirements in each community. In this way, we are able to get the best cost the residents of each

