

MARIN COUNTY HAZARDOUS & SOLID WASTE
JOINT POWERS AUTHORITY

EXECUTIVE COMMITTEE MEETING

Thursday August 26, 2010
Marin Municipal Water District
220 Nellen Avenue, Corte Madera

11:00 AM -12:00 PM

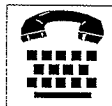
AGENDA

Call to Order.

1. Approval of Executive Committee Minutes from January 20, 2010. (Action)
2. Zero Waste Budget Center. (Action)
3. Zero Waste Outreach Request for Qualifications. (Action)
4. Elementary School Outreach Contract Approval. (Action)
5. Zero Waste Toolkit Contract Approval. (Action)
6. Zero Waste Coordinator Staff Position Hiring Process. (Action)
7. 2009 Annual Report Submittal. (Information)
8. JPA Member Agency Participation in Zero Waste Program (Discussion)
9. Open Time.
10. Schedule next Executive Board Meeting to follow MMA meeting on Thursday, September 23, 2010, 11:00 – Noon, 220 Nellen Avenue, Corte Madera. (Action)
11. Adjourn.

The full agenda including staff reports can be viewed at www.marinrecycles.org/mins_agendas.cfm

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Contact the County's Waste Management Division, at 499-6647 for more information

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MARIN COUNTY HAZARDOUS & SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY

Executive Committee
Wednesday, January 20, 2010
65 Mitchell Blvd., Suite 200-A
San Rafael, CA 94903

MINUTES

MEMBERS PRESENT

Debbie Stutsman, San Anselmo (Chair)
George Rodericks, Town of Belvedere
Ken Nordhoff, San Rafael

MEMBERS ABSENT

Michael Frank, Novato
Matthew Hymel, County of Marin

STAFF PRESENT

Michael Frost, JPA Staff
Alex Soulard, JPA Staff
Eric Lueder, JPA Staff

OTHERS PRESENT

Jim Turner, Public
Sandra Rubay Turner, Public
George Brockbank, Public
Patty Garbarino, Marin Sanitary Service
David Haskell, LTF/Sierra Club
Roger Roberts, Marin Conservation League
Bruce Baum, GCRW/RM
Jon Elam, Tamalpais CSD
Steve McCaffrey, Redwood Empire Disposal
John Maher, Independent Auditor

Call to Order The Executive Committee meeting came to order at 2:05 PM.

1. Approve Executive Committee minutes from October 21, 2009. M/s Rodericks, Nordhoff to approve the October 21, 2009 Executive Committee meeting minutes. The motion was unanimously approved.
2. JPA Audit and Financial Statements for year ending June 30, 2009. Staff reported that the Audit was complete for FY 08/09 and no exemptions were noted. John Maher stated that management was very cooperative and the audit was conducted within standard auditing requirements. He described the layout of the report and noted that the JPA had used budget surplus for programs within the fiscal year as planned. There were no surprises in the audit. M/s Nordhoff, Rodericks to recommend the JPA Board accept the financial statements and auditors report for the year ending June 30, 2009. The motion was unanimously approved.
3. Zero Waste Feasibility Study Update. Staff reported that the comment period ended on November 10, 2009 and all comments have been addressed in the current version of the Zero Waste Feasibility Study. Counsel evaluated how Zero Waste programs can be implemented under the JPA agreement. Counsel advised that programs that assist in compliance with AB939 are covered under the agreement and that those that exceed Federal and State law will be on a voluntary basis by member agencies. In addition if a grant program to member agencies is adopted there must be liability on member

Draft

municipalities, since currently they are held harmless. George Rodericks asked how Phase Two of the study will be budgeted and implemented. Staff stated that the Budget Subcommittee will make decisions on what Phase Two programs will be implemented in the upcoming budget. Debbie Stutsman stated that working on draft language for member agency franchise agreements will be helpful to cities and districts. Ken Nordhoff stated that templates can also be developed for ordinances and outreach materials. Roger Roberts asked if the JPA Agreement allows the JPA to pursue Zero Waste Programs. Staff stated that there will be mandatory AB 939 programs and voluntary programs as noted in the staff report. David Haskell stated that you need to identify programs to determine how the mitigation fee is calculated. He also stated that the Feasibility Study recommends the JPA be restructured and that the Study is not a Zero Waste document but a diversion document. He recommended the JPA become a resource agency and stated the JPA Board has very little skill in this area. The Sierra Club is looking at creating a ballot measure to raise money for programs.

4. FY 10-11 Budget Process, Executive Committee Subcommittee. Staff stated that the Budget Subcommittee usually has two members of the Executive Committee and noted that the agenda item lists a proposed meeting schedule. M/s Rodericks, Nordhoff to appoint Debbie Stutsman and George Rodericks as the Budget Subcommittee and approve the FY 10-11 budget schedule. The motion was unanimously approved.
5. Open Time. Bruce Baum asked how Local Task Force members are selected and if there is any definition of terms for officers. Staff responded that the selection process differs depending on what the member represents and that the officer positions were developed by the LTF and there are no defined terms. David Haskell stated that the lack of quorum for Local Task Force meeting is frustrating and members need to be committed to attending. Ken Nordhoff stated that the LTF would be a good group to assist in recommendations for the Zero waste Programs and it would be good to define the roles of the LTF more clearly.
6. Adjourn.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Re: Zero Waste Budget Center



Fairfax:
Michael Rock

During this year's JPA budget hearing, Novato Sanitary District staff asked that the Zero Waste Programs be placed in a separate fund center to clearly identify the funding source and budgeted amounts for these programs. The request was reiterated by Novato City Council Members following a presentation on Zero Waste Programs to the Council on July 27, 2010. As noted on the attached budget breakout Zero Waste Fees are collected separately and total \$585,443.85.

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Novato:
Michael Frank

To more clearly delineate the Zero Waste Program from other JPA programs it is recommended a new Zero Waste Fund Center be established. Therefore, staff requests your Committee authorize the following budget transfers which move Zero Waste Program expenditures and revenue into a separate fund center.

Ross:
Gary Broad

San Anselmo:
Debbie Stutsman

Fund Center	Transfer from Commitment Item#	Amount	Transfer to Commitment Item #	Amount
61800011000 (Waste Management JPA)	4640910 (Waste Tip Fee)	\$585,444		
61800011200 (Waste Mgmt. JPA Zero Waste)			4640910 (Waste Tip Fee)	\$585,444

San Rafael:
Ken Nordhoff

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

Fund Center	Transfer from Commitment Item#	Amount	Transfer to Commitment Item #	Amount
61800011000 (Waste Mgmt. JPA)	5110110 (Salaries)	\$168,401		
61800011000 (Waste Mgmt. JPA)	5211500 (Misc Services)	\$600,000		
61800011200 (Waste Mgmt. JPA Zero Waste)			5110110 (Salaries)	\$168,401
61800011200 (Waste Mgmt. JPA Zero Waste)			5211500 (Misc Services)	\$600,000

Merit Document No. 100014801

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JPA Tipping Fees

FY 2010 - 11

MSW Haulers	2009 DISPOSAL (tons)			TOTAL TONS	Per Ton Disposal Fee			
	MSW & Debris	Self-Haul			Zero Waste	Administration	HHW	Total
Bay Cities Refuse	7,075	N/A		7,075	\$11,391	\$7,640.92	\$27,592.23	\$46,623.79
Marin Sanitary Service (MSS)	62,277	N/A		62,277	\$100,267	\$67,259.52	\$242,881.59	\$410,407.60
Mill Valley Refuse	23,380	N/A		23,380	\$37,641	\$25,249.88	\$91,180.13	\$154,071.04
Novato (Redwood Empire Disposal)	30,987	N/A		30,987	\$49,889	\$33,466.19	\$0.00	\$83,355.59
Shoreline (Redwood Empire Disposal)	5,089	N/A		5,089	\$8,194	\$5,496.43	\$19,848.23	\$33,538.42
Tam. CSD	1,826	N/A		1,826	\$2,940	\$1,972.18	\$7,121.75	\$12,033.93
Total Franchised Hauler	130,634	N/A		130,634	\$210,321	\$141,085.12	\$388,623.92	\$740,030.38
Landfills								
Redwood	N/A	199,160		199,160	\$320,648	\$215,093.18	\$776,725.37	\$1,312,466.71
Total Landfills	N/A	199,160		199,160	\$320,648	\$215,093.18	\$776,725.37	\$1,312,466.71
Non-Disposal Facilities								
MSS Transfer Station	N/A	710		710	\$1,143	\$766.80	\$2,769.00	\$4,678.90
Marin Resource Recovery	N/A	33,125		33,125	\$53,331	\$35,775.00	\$129,187.50	\$218,293.75
Total Non-Disposal Facilities	N/A	33,835		33,835	\$54,474.35	\$36,541.80	\$131,956.50	\$222,972.65
TOTALS	130,634	232,995		363,630	\$585,443.85	\$392,720.10	\$1,297,305.79	\$2,275,469.74

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Fairfax:
Michael Rock

Re: Zero Waste Outreach Request for Qualifications

Larkspur:
Dan Schwarz

As part of the approved FY 10/11 Budget the JPA will be developing a \$200,000 outreach program. As recommended by JPA Board Members early this year the Local Task Force (LTF) began discussing a Communication Plan and on August 4, 2010 received a presentation from CalRecycle staff on the subject of Outreach.

Mill Valley:
Jim McCann

Novato:
Michael Frank

The LTF has not been able to develop a message, target audiences, or select appropriate media for the campaign. However, a subcommittee of the LTF agreed that they wanted to move away from printed materials and develop a concise, clear message that will direct the public to online resources. Several advertising agencies have been contacted to develop an idea of services available within the current budget. Additionally, staff has talked with CalRecycle staff to provide a list of available contractors.

Ross:
Gary Broad

San Anselmo:
Debbie Stutsman

San Rafael:
Ken Nordhoff

The attached Request for Qualifications (RFQ) was designed to solicit capable advertising firms and generate responses that demonstrate creativeness in their use of media and advertisement development. Staff plans to select a preferred contractor from the RFQ responses and negotiate an outreach contract for approval at a future Executive Committee Meeting.

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

It is requested that your Committee approve the attached RFQ and direct staff to release the document on August 30, 2010.

Attachment

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**MARIN COUNTY HAZARDOUS AND SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY**

**DRAFT
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
ZERO WASTE OUTREACH**



Issue Date: August 30, 2010

Response Due: October 1, 2010

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I. INTRODUCTION

Intent

The Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) is soliciting qualification and information from experienced firms who have developed significant public outreach and education campaigns. The intent of this RFQ is to gather information on services of advertising consulting companies, ideally with some government experience, to increase awareness of current JPA programs and change consumption and disposal patterns within Marin. The information provided will be used to assist in defining the types of media and resources the JPA would like to utilize as well as assess the qualifications of each company in advertising, graphic design, social marketing, online advertising, media buys, web design, and public sector procedures.

Depending on the success of the program and availability of funds the JPA Public Outreach Campaign could continue for multiple years. Currently funds are only budgeted for fiscal year 2010-2011.

Response

The JPA is seeking responses that will identify applicant's strengths and examples of past work and success. The applicant should show abilities in conducting media buys, advertisement development, identifying target audiences, accessing social medium, ability to work within the public sector, and creative thinking. Additionally, the responses should describe any website content and design programming abilities.

Ideally the JPA is seeking responses for complete system that will target all sectors of Marin's population. The JPA would like to gather information about possible outreach programs that will be scalable, have ongoing impact, and relate to the JPA's waste reduction goals. The JPA is open to better ways of delivering its messages to audiences.

Format

This RFQ does not attempt to describe all intricacies and functions of the Zero Waste Outreach or the JPA's business processes. Instead the RFQ is designed to ask for information in a format that organizes the responses for analysis, while allowing responders a wide degree of flexibility in describing their agency's and plan's capabilities and functionality.

Selection Process

The responses to this RFQ will be used in the selection process; however, the JPA reserves the right, at its sole discretion, to request additional information, request demos or presentations, or to form test or pilot projects. Vendors who contract with the JPA are required to execute agreements and are required to comply with a variety of compliance requirements. Vendors are encouraged to review the JPA's website www.MarinRecycles.org for additional information.

A committee from the JPA staff and Board Members or consultants will make the selection among the proposals submitted.

The following criteria will be used to evaluate submittals and to develop a short list to interview.

- Experience and ability of proposed team.
- Familiarity with similar projects.
- Quality of RFQ response.

II. JPA STRUCTURE

Introduction

The Marin County Hazardous and Solid Waste Management Joint Powers Authority is an agency consisting of all 11 incorporated cities within Marin (Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, and Tiburon) and the County. The JPA was formed in an effort to comply with the requirements of the California Integrated Waste Management Act (AB 939) as a regional entity. Additionally, there are 12 special districts that franchise for refuse hauling services for a total of 23 agencies that participate in refuse hauling franchise agreements.

The JPA is funded through landfill tipping fees with an annual budget of \$ 2,275,470. Included in the JPA's annual budget is support for Marin's Household Hazardous Waste Facility in San Rafael, maintenance of two websites (MarinRecycles.org and MarinMax.org), recycling guides, public outreach, grant implementation, recycling events, AB 939 compliance programs, and the conducting of meetings.

The JPA contracts with the Marin County Department of Public Works for staffing, administration, and program implementation. In 2006 the JPA adopted a goal to increase the diversion of materials from the landfill to meet an 80% diversion goal by 2012 and Zero Waste by 2025, ensure that resources are used to their highest potential, reduce upstream waste, and reduce Marin's ecological footprint. The JPA has completed a Zero Waste Feasibility Study (available at MarinRecycles.org) and is beginning to develop new Zero Waste programs identified in the study, including increased community outreach

Current Solid Waste Infrastructure

Marin currently has 4 franchised hauling companies (Bay Cities Refuse, Marin Sanitary Service, Mill Valley Refuse, and Redwood Empire Disposal) operating throughout different areas of Marin and one public waste hauler (Tamalpais Community Services District) that operates in the Tamalpais Valley. Additionally, there are several other hauling companies that operate in Marin outside of franchise agreements. Each hauler has slightly different materials that are collected for recycling, composting, or hazardous waste disposal. Any outreach materials will need to be developed to be viable for all available levels of service.

The JPA funds a Household Hazardous Waste Facility in Central San Rafael. Novato has an additional Household Hazardous Waste Facility that is operated by the Novato Sanitary

District and only serves Novato residents. In addition the JPA and other agencies have related remote collection programs for Universal Wastes including batteries, fluorescent bulbs, sharps and pharmaceuticals.

III. INTEGRATION

The JPA requires a consultant that will evaluate current JPA outreach material, websites, local nonprofits, and education opportunities. A comprehensive outreach program will take into account the different levels of recycling service and the socioeconomic diversity within Marin to target audiences appropriately.

A simple message and use of various types of media should focus to reduce consumption and direct the community to available resources. The JPA's website will be undergoing a complete redesign and branding. The contractor should be aware that additional funding will be available for the redesign within this fiscal year. Firms that have web design staff should list design capabilities and recommend any changes that will compliment the outreach program. Waste reduction should be considered in development of any print materials.

IV. PREPARING A RESPONSE

Overview

Responders are to submit the requested information in the format specified below. Brochures and literature are welcome but should not be submitted in lieu of responding to the individual items below. If your response does not address all listed topics or program requirements, please note why a response is not listed, if the category is addressed in another way, or if the service can be easily provided by another contractor.

Respond by the Numbers

Please provide information on the numbered items below. Be sure respond by number and item in order. After each item number there is a description or examples of interest of the JPA. The responders are encouraged to provide any information that is pertinent to the item. Do not change the numbering sequence. If you are not responding to an item number, then indicate not offered, not applicable, etc. Responses should be limited to one page or less for each numbered item. A brochure or product demo is not acceptable, but can be referenced as supplemental material.

- 1) **Letter of Introduction:** Provide a letter of introduction with a brief description of your firm, experience in the industry, number of years developing advertising campaigns, primary client type, and a summary of possible media, products, and services offered. Include company name, address, contact name, title, phone number, fax number, and email address.
- 2) **Current Users and References:** Submit a list of current clients and contact information, references and include any clients with environmental backgrounds and community education goals. Include the name of the client, size of agency or firm and

a description of the campaign developed and results of said campaign (performance indicators).

- 3) **Methodology:** Provide a brief description of the overall outreach material development process. Please include details of how current resources will be catalogued, what will be required of JPA staff, how target audiences will be identified, types of media that will be used, possible messages, media buy process, etc.
- 4) **Integration with Current Programs:** Provide a description of how your methodology could be integrated with programs the JPA currently operates and how the plan will enhance and expand those programs. Include examples of successful integrations your firm has performed for other clients that may have similar environment oriented messages or goals.
- 5) **Implementation:** Provide an outline of your implementation approach and timetable. The timetable should provide all services within a year and identify JPA review opportunities, numbers and types of proposed advertisements, number of impressions, estimated impact of the program and estimates of associated costs.
- 6) **Estimated Cost:** The JPA has budgeted approximately \$200,000 for a one year outreach program. The majority of this funding will go towards this JPA ZW Outreach program. Some of these funds may be used for website or child education programs outside of the scope of a contract for Zero Waste outreach services. Please develop an estimated sample budget that will identify types of media costs and staff costs that will be incurred. Include a variety of recommended and optional programs that your firm can provide within a \$200,000 budget. Please identify any recommendations beyond the budget or for future budget years. Additionally, please describe any web design services and rates for services your firm offers, as the JPA will be updating MarinRecycles.org this fiscal year. The JPA is looking for a complete package that includes all price components such as staffing, support costs, and actual advertising costs.
- 7) **Support Services:** Provide a description of the ancillary services offered by your firm. Include social networking programs, online advertising, educational outreach, graphic design, multilingual capabilities, web design, programming and other support services.
- 8) **Additional Features:** Describe any additional features that distinguish your methodology from others.
- 9) **Additional Comments:** Add any comments you may have.
- 10) **Copies of Other Solicitations (Optional):** The JPA would appreciate copies of any government solicitations that you have received or responded to (blank and un-priced), or the name of the agency and contact that issued it. Please include suggestions on how the JPA could effectively prepare a future competitive solicitation.

V. SUBMITTAL INSTRUCTIONS

Paper Submittal

Submit three (3) double-sided copies of the proposal to the address listed below. All communication will be through email and directed to:

Michael Frost, Executive Director
Marin County Hazardous and Solid Waste JPA
c/o Marin County Department of Public Works
P.O. Box 4186
San Rafael, CA 94913-4186
mfrost@co.marin.ca.us

VI. ADDITIONAL INFORMATION

Asking Questions

If additional information is needed to assist in preparing a response please check our website at www.MarinRecycles.org, or please send an e-mail by September 15, 2010 with the subject of **Questions RFQ Zero Waste Outreach**, to: wasteconsult1@co.marin.ca.us or call (415) 499-6548.

VII. DISCLAIMERS

Submitting a Response to the RFQ

Submission of the RFQ does not guarantee any future business with the JPA. The issuance of this RFQ does not constitute agreement by the JPA that any contract will actually be entered into by the JPA. The JPA reserves the rights to reject any and all information submitted and re-issue a new RFQ, Request for Bid, or Request for Proposals.

No Financial Responsibility

The JPA accepts no financial responsibility for any costs incurred by a firm in responding to this RFQ. Submissions of the RFQ will become the property of the JPA.

Property of the JPA

Responses to this RFQ become the property of the Marin County Hazardous and Solid Waste Management Joint Powers Authority and are subject to the California Public Records Act. This does not include the disclosure of a firm's net worth or information labeled by the firm as proprietary or confidential. In the event that the JPA is required to defend an action arising out of a Public Records request for any contents of a submittal marked "proprietary" or "confidential", respondent agrees to defend and indemnify the JPA from all costs and expenses resulting from such action.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Fairfax:
Michael Rock

Re: Elementary School Outreach Contract Approval

Larkspur:
Dan Schwarz

It is recommended your committee authorize Michael Frost to sign a contract with ZunZun for an amount not to exceed \$25,000 to market, schedule and present educational musical assemblies at local schools in Marin County. Attached is a scope of services (Exhibit A) and fees (Exhibit B).

Mill Valley:
Jim McCann

Novato:
Michael Frank

In the current financial environment, it is our understanding local schools are in need of assemblies that are provided at no cost to the school. At ZunZun's billing rate a budget of \$25,000 will provide for assemblies at almost half of Marin's 45 elementary schools.

Ross:
Gary Broad

San Anselmo:
Debbie Stutsman

ZunZun has worked for many municipalities and agencies in the Bay Area providing a variety of bilingual assemblies. This last school year they provided assemblies to Marin schools funded by the Marin Municipal Water District. Staff received a recommendation from San Pedro School in San Rafael that the assemblies were very well received. Last month staff attended an assembly ZunZun presented at San Anselmo Library.

San Rafael:
Ken Nordhoff

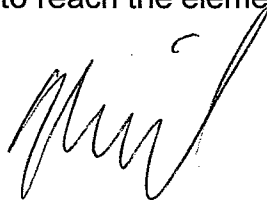
Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

The elements of the proposed assemblies ZunZun will present for the JPA will be tailored pursuant to our request. Attached Exhibit "C" is an overview of ZunZun's basic recycled assembly, and Exhibit "D" is pre and post assembly questions ZunZun used with Sonoma County Water Agency as well as an article they included in their parent newsletter.

In preliminary talks with ZunZun they are anticipating assemblies in March and April of 2011 for the JPA. Accordingly, we will have time to refine the assemblies before they are presented, but we wanted to schedule this opportunity to reach the elementary schools with the JPA's Zero Waste message.

Attachment



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EXHIBIT "A"

SCOPE OF SERVICES (required)

SERVICES TO BE PERFORMED. CONTRACTOR AGREES TO PERFORM THE FOLLOWING SERVICES FOR AGENCY:

1. Market, schedule, and present "Recycled Music," a musical assemblies about recycling and waste reduction. The assemblies will be presented to groups of up to 350 kindergarten – sixth grade students. If a school has more than 701 students, ZunZun will provide a third assembly. This is to keep the show interactive and participatory.
2. Incorporate the appropriate Cities and Counties of Marin logo into communications with schools (including outreach materials and pre- and post-assembly activities).
3. Update Marin Hazardous and Solid Waste Joint Powers Authority monthly with a schedule of performances.
4. Confirm all assemblies one month prior with an emailed confirmation letter; confirm one week prior by phone.
5. Coordinate with Marin Hazardous and Solid Waste JPA to create pre- and post-assembly materials that are emailed to the schools prior to scheduled performances.
6. Provide each school with an article for their parent newsletter to inform parents of the assembly and sponsorship by Marin Hazardous and Solid Waste JPA.
7. Create a Final Report that includes copies of all materials developed for the project, a analysis of the audience reached, copies of any publicity generated by the project, and a summary of the feedback from teacher evaluation forms.

EXHIBIT "B"

FEES AND PAYMENT SCHEDULE (required)

PAYMENT. IN CONSIDERATION OF CONTRACTOR'S PERFORMANCE OF THESE SERVICES, AGENCY AGREES TO PAY \$1150 PER SCHOOL WHEN ONE OR TWO ASSEMBLIES ARE PERFORMED, AND \$1500 WHEN THREE ASSEMBLIES ARE PERFORMED. THE TOTAL COST OF ALL ASSEMBLIES SHALL NOT EXCEED \$25,000.

INVOICES. CONTRACTOR WILL SUBMIT INVOICES MONTHLY FOR ALL SERVICES PERFORMED. ALL PAYMENTS BY AGENCY MUST BE PAID WITHIN 30 DAYS OF RECEIPT OF INVOICE. PAYMENTS SHALL BE ADDRESSED TO ZUNZUN, P.O. BOX 2951, SANTA CRUZ, CA 95063. CONTRACTOR'S TAX ID NUMBER IS 562-29-3482.

RECEIVED

AUG 10 2010

DPW
Waste Management

P.O. BOX 420807, SAN FRANCISCO, CA 94142-0807

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

ISSUE DATE: 08-04-2010

GROUP:
 POLICY NUMBER: 1897906-2010
 CERTIFICATE ID: 2
 CERTIFICATE EXPIRES: 08-04-2011
 08-04-2010/08-04-2011

MARIN HAZARDOUS AND SOLID WASTE
 JOINT POWERS AUTHORITY
 PO BOX 4186
 SAN RAFAEL CA 94913-4186

NA

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon 30 days advance written notice to the employer.

We will also give you 30 days advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policy listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate of insurance may be issued or to which it may pertain, the insurance afforded by the policy described herein is subject to all the terms, exclusions, and conditions, of such policy.

James Neary
 Authorized Representative

Douglas V Stewart
 Interim President and CEO

UNLESS INDICATED OTHERWISE BY ENDORSEMENT, COVERAGE UNDER THIS POLICY EXCLUDES THE FOLLOWING: THOSE NAMED IN THE POLICY DECLARATIONS AS AN INDIVIDUAL EMPLOYER OR A HUSBAND AND WIFE EMPLOYER; EMPLOYEES COVERED ON A COMPREHENSIVE PERSONAL LIABILITY INSURANCE POLICY ALSO AFFORDING CALIFORNIA WORKERS' COMPENSATION BENEFITS; EMPLOYEES EXCLUDED UNDER CALIFORNIA WORKERS' COMPENSATION LAW.

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000 PER OCCURRENCE.

ENDORSEMENT #2065 ENTITLED CERTIFICATE HOLDERS' NOTICE EFFECTIVE 08-04-2010 IS ATTACHED TO AND FORMS A PART OF THIS POLICY.

EMPLOYER

RECEIVED

AUG 10 2010

MARIN COUNTY
DEPARTMENT OF PUBLIC WORKS

GWYNNE CROSEY DBA: ZUNZUN
 135 GLENVIEW ST
 SANTA CRUZ CA 95062

NA

[B13,NA]

PRINTED : 08-04-2010

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/04/10

PRODUCER 800-369-6464 FAX #888-739-3600
PAUL SIRKIN INSURANCE
275 SHORELINE DRIVE, #130
REDWOOD CITY CA 94065 LIC#:0534318
sneidel@sirkinins.com

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE
HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR
ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
ZUNZUN (GWYNNE CROSEY DBA)
135 GLENVIEW STREET
SANTA CRUZ CA 95062

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: WESTERN HERITAGE INSURANCE COMPANY
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS R LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY	SCP0769841	10/09/2009	10/09/2010	EACH OCCURRENCE	\$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
		CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COM/OP AGG	\$ 2,000,000
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
		ANY AUTO				BODILY INJURY (Per person)	\$
		ALLOWNED AUTOS				BODILY INJURY (Per accident)	\$
		SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
		HIRED AUTOS					
		NON-OWNED AUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
		ANY AUTO				OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	\$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
							\$
		DEDUCTIBLE					\$
		RETENTION \$					\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY LIMITS	OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	\$
		OTHER				E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
CERTIFICATE HOLDER IS NAMED ADDITIONAL INSURED PER ATTACHED FORM CG 2026 0704

CERTIFICATE HOLDER

MARIN HAZARDOUS AND SOLID WASTE
JOINT POWERS AUTHORITY
P.O. BOX 4186
SAN RAFAEL, CA 94903
ATTN: JEFF RAWL

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. 10-DAY NOTICE OF CANCELLATION APPLIES FOR NON-PAYMENT OF PREMIUM

Sharon Needel

POLICY NUMBER: SCP0769841

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
MARIN HAZARDOUS AND SOLID WASTE JOINT POWERS AUTHORITY PO BOX 4186 SAN RAFAEL, CA. 94903
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

EXHIBIT C

ZunZun Musical Recycling Assembly

Conch Shell Introduction- We begin the program with the (loud) playing of conch shells. We explain how conchs have been used for hundreds of years for instruments and are a good example of how recycling is an ancient idea, but has become increasingly more important in our age.

Recycled Music Andean Mountains -We showcase instruments from the Andean mountains that use animal bones (*kena* flutes), skins (*bombo* drum), seeds (*chak'jas* rattles), and Aramidillo shell (*charango* guitar) to give another example of recycled instruments that have been played for over 1,000 years. Students play the seed rattles.

Recycled Limbo Dance-We introduce modern recycled instruments from Trinidad and Cuba that use oil cans (steel drum), scrap wood and metal from auto junkyard (Marimbula), to make music for limbo dance which the students participate in.

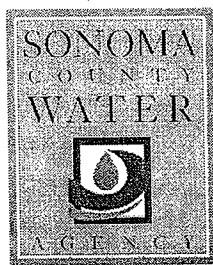
Basura Batucada- We create a garbage *samba* band out of household items (plastic bags, metal cans, plastic bottles, plastic cups). We talk about the importance of recycling these objects and alternatives to "one use" containers.

Recycled Gameshow- We create a game show with teachers as the contestants, with students deciding if statements read by teachers are good or bad for the environment. In this segments we cover topics agencies want emphasized, such as composting, disposal of hazardous waste, ideas for reusable lunch containers, etc. We can create questions for whatever issues an agency wants. The game show is filled with musical instruments and between teacher contestants we sing a recycled theme song. We also give out prizes to teachers (seeds for garden, re-usable water bottle, cloth shopping bag, etc.)

Students return to their classrooms doing the "Basura Batucada"(Recycled Dance).

Time of show-45 minutes

Show can be performed completely bilingual Spanish/ English



Sonoma County Water Agency

Musical Watershed Assemblies by ZunZun

Pre-Post Activities

Thank you for having us come to your school! This year we are tying many concepts together- water conservation, recycling, saving energy, and how they are all related. Sonoma County children are ready for these advanced concepts. Here are some ideas for getting the most out of your ZunZun assembly program. To prepare your class before the Assembly, ask them to try to find out the following information:

All Grade Levels:

1. Remind students that every person uses about 60 gallons a day inside, and another 40 outside. We use a lot of water! Yet there is a limited amount available. SO, that's why we try and save it, and why most of California is **recycling** water. So, tell your kids they will learn about what recycled water is in the assembly.
2. We will talk about the Russian River watershed, as it is our water source. Have students share some stories of their experiences on the river (swimming, boating). Ask what kinds of things can pollute a watershed? How do they get there?
3. Why can using plastic water bottles be wasteful? The answer is that it takes water to make the bottles, gas to transport them, etc.

Older Grades (4-6):

4. Have you ever heard of "carbon free"? It means not creating "carbon gas emissions" that attribute to global warming. We will discuss "carbon free water" during the upper grade assemblies, so if you have time, have the class share ideas of how they cut down on green-house gas emissions with their families. We will go into what carbon free water is during the assembly. Also, you can look up "carbon free water" at www.sonomacountywater.org

After the Assembly:

1. Review the pre-assembly activity information and see if your students were able to find the answers when watching the assembly.
2. Ask your students to share ideas for saving water – things that they already do in their own home and maybe share some new ideas of ways they can save water. Ask about showers- do they already take a 5 minute shower?
3. Share ideas on ways to help the watershed, help fish and help keep water clean.
4. Recycled Music: Have your class make recycled instruments out of disposed items as shown by ZunZun in past assemblies at your school. Talk about sustainability and reusing items rather than just throwing things away. Go to zunzuntunes.com and click on "kid zone" to see how.
5. Carbon Free Fun: (grades 4-6): Did you know Sonoma County Water Agency is working to bring you "carbon free water"? Learn more about it at www.sonomacountywater.org and click on "carbon free water". Have your students study the website with their families, and report back with a short paragraph about what they learned. It is fascinating! They are even looking at harvesting wave energy! Enjoy the research!
6. Here's a "carbon math challenge" (good for 5th and 6th graders)!

How many pounds of CO₂ does a human breathe out every year? **Four-hundred-seventy-six-pounds.** And how many pounds of CO₂ does a tree absorb every year? Sixty-four pounds. How many trees to absorb 1 person's exhaled CO₂? **Seven.**
7. Ask ZunZun for a "water footprint" worksheet!

Thank you again for your interest in Water Education. If you have any questions or comments please feel free to contact us:

ZunZun

SCWA

zunzun@zunzuntunes.com

Cary.Olin@scwa.ca.gov

(831)426-0684

(707)521-6211

The Musical Watershed

The musical duo, ZunZun, recently visited [insert your school name], and presented a musical assembly about water conservation and watershed protection. ZunZun uses entertaining and amusing skits that incorporate music and volunteers from the audience to teach students how important water is and how they can conserve it each and every day. Students learned that most of their water comes from their local Russian River watershed and that it's very important to keep irrigation runoff, yard waste, and pollutants out of the storm drains. Doing this helps keep our creeks, Bay and ocean clean. Also, we talked about "carbon free" water. Ask your student if they know what that means, or even better, visit the Sonoma County Water Agency web site together and go to the "carbon free water" section. They might remember "a flying fish" or "people playing recycled instruments" or "playing a game show". Ask your student about these show features, and what he or she learned about saving water, our local watershed and even recycled water! Or, enjoy finding your "water foot print" by visiting zunzuntunes.com, then click on "kid zone" and there is a worksheet for figuring out your water footprint!

"The Musical Watershed" is sponsored by the Sonoma County Water Agency (www.scwa.ca.gov) and performed by ZunZun (www.zunzuntunes.com).

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Fairfax:
Michael Rock

Re: Zero Waste Toolkit Contract Approval

Larkspur:
Dan Schwarz

It is requested that your Committee approve the attached contract with R3 Consulting Group for a Zero Waste Toolkit and supplementary optional services should local agencies desire their assistance.

Mill Valley:
Jim McCann

In January of 2008 staff solicited responses to an Request for Information for the Zero Waste Feasibility Study. After evaluating the responses a panel of JPA Board Members and staff selected R3 consulting group and entered into phase one of a two phase contract with them. The first phase of the contract was completed in January 2010 when the Zero Waste Feasibility Study was accepted by the JPA Board. Phase two which involves program implementation is included in the JPA's current year budget.

Novato:
Michael Frank

Ross:
Gary Broad

San Anselmo:
Debbie Stutsman

This years budget specified working with a contractor to develop a Zero Waste Toolkit. \$100,000 was budgeted for this toolkit to provide model Franchise Agreement Language, Multifamily and Commercial Recycling Ordinances, a Construction and Demolition Ordinance and a Zero Waste Ordinance to member agencies.

San Rafael:
Ken Nordhoff

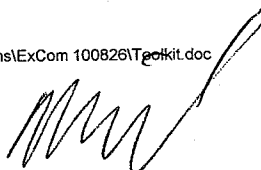
Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

Staff has negotiated the attached contract for these services with R3 Consulting Group. R3 has agreed to evaluate existing franchise and ordinance language and deliver model language for each element of the toolkit for a total of \$38,000. An additional phase of the contract will allow for up to another \$35,000 to be used for consulting services for local agencies to individually tailor their agreements and ordinances. The current budget has an additional \$300,000 budgeted to aid local agencies to implement the toolkit and zero waste programs. This \$35,000 included in R3's contract is a start to determine if local agencies are interested in using this service or if local grants or other funding mechanisms are better utilized.

Attachment

F:\Waste\JPA\JPA Agenda Items\ExCom 100826\Toolkit.doc



**JPA OF MARIN
PROFESSIONAL SERVICES CONTRACT
2010 – Edition 1**

THIS AGREEMENT is made and entered into this _____ day of _____, 20____ by and between the MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY, hereinafter referred to as "JPA" and R3 CONSULTING GROUP, INC., hereinafter referred to as "Contractor."

RECITALS:

WHEREAS, JPA desires to retain a person or firm to provide the following services: Zero Waste Tool Kit; and

WHEREAS, Contractor warrants that it is qualified and competent to render the aforesaid services;

NOW, THEREFORE, for and in consideration of the agreement made, and the payments to be made by JPA, the parties agree to the following:

1. SCOPE OF SERVICES:

Contractor agrees to provide all of the services described in **Exhibit "A"** attached hereto and by this reference made a part hereof.

2. FURNISHED SERVICES:

The JPA agrees to:

- A. Guarantee access to and make provisions for the Contractor to enter upon public and private lands as required to perform their work.
- B. Make available all pertinent data and records for review.
- C. Provide general bid and contract forms and special provisions format when needed.

3. FEES AND PAYMENT SCHEDULE:

The fees and payment schedule for furnishing services under this Contract shall be based on the rate schedule which is attached hereto as **Exhibit "B"** and by this reference incorporated herein. Said fees shall remain in effect for the entire term of the Contract. Contractor shall provide JPA with his/her/its Federal Tax I.D. number prior to submitting the first invoice.

4. MAXIMUM COST TO JPA:

In no event will the cost to JPA for the services to be provided herein exceed the maximum sum of \$73,000 including direct non-salary expenses. As set forth in paragraph 14 of this Contract, should the funding source for this contract be reduced, Contractor agrees that this maximum cost to JPA may be amended by written notice from JPA to reflect that reduction.

5. TIME OF AGREEMENT:

This Agreement shall commence on August 26, 2010, and shall terminate on June 30, 2011. Certificate(s) of Insurance must be current on day Contract commences and if scheduled to lapse prior to termination date, must be automatically updated before final payment may be made to Contractor. The final invoice must be submitted within 30 days of completion of the stated scope of services.

6. INSURANCE:

All required insurance coverages shall be substantiated with a certificate of insurance and must be signed by the insurer or its representative evidencing such insurance to JPA. The general liability policy shall be endorsed naming the JPA of Marin as an additional insured. The certificate(s) of insurance and required endorsement shall be furnished to the JPA prior to commencement of work. Each certificate shall provide for thirty (30) days advance notice to JPA of any cancellation in coverage. Said policies shall remain in force through the life of this Contract and shall be payable on a per occurrence basis only, except those required by paragraph 6.4 which may be provided on a claims-made basis consistent with the criteria noted therein.

Nothing herein shall be construed as a limitation of Contractor's liability, and Contractor shall indemnify and hold the JPA, its employees, officers, and agents, harmless and defend the JPA against any and all claims, damages, losses and expense that may arise by reason of the Contractor's negligent actions or omissions. JPA agrees to timely notify Contractor of any negligence claim.

Failure to provide and maintain the insurance required by this Contract will constitute a material breach of the agreement. In addition to any other available remedies, JPA may suspend payment to the Contractor for any services provided during any time that insurance was not in effect and until such time as the Contractor provides adequate evidence that Contractor has obtained the required coverage.

A request for a waiver of any of the following insurance requirements must be set forth on Exhibit "C" attached hereto. A waiver must address reduced amounts of coverage or the type of coverage waived entirely.

6.1 GENERAL LIABILITY

The Contractor shall maintain a commercial general liability insurance policy in an amount of no less than one million dollars (\$1,000,000.00) with a two million dollar (\$2,000,000.00) aggregate limit. The JPA shall be named as an additional insured on the commercial general liability policy and the Certificate of Insurance shall include an additional endorsement page. (see sample form: ISO - CG 20 10 11 85).

☐ Insurance Reduction or Waiver of Coverage Requested (Exhibit "C")

6.2 AUTO LIABILITY

Where the services to be provided under this Contract involve or require the use of any type of vehicle by Contractor in order to perform said services, Contractor shall also provide comprehensive business or commercial automobile liability coverage including non-owned and hired automobile liability in the amount of one million dollars combined single limit (\$1,000,000.00).

☐ Insurance Reduction or Waiver of Coverage Requested (Exhibit "C")

6.3 WORKERS' COMPENSATION

The Contractor acknowledges the State of California requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code. If Contractor has employees, a copy of the certificate evidencing such insurance or a copy of the Certificate of Consent to Self-Insure shall be provided to JPA prior to commencement of work.

☐ Insurance Reduction or Waiver of Coverage Requested (Exhibit "C")

6.4 PROFESSIONAL LIABILITY INSURANCE

Coverages required by this paragraph may be provided on a claims-made basis with a "Retroactive Date" either prior to the date of the Contract or the beginning of the contract work. If the policy is on a claims-made basis, coverage must extend to a minimum of twelve (12) months beyond completion of contract work. If coverage is cancelled or non-renewed, and not replaced with another claims made policy form with a "retroactive date" prior to the Contract effective date, the contractor must purchase "extended reporting" coverage for a minimum of twelve (12) months after completion of contract work. Contractor shall maintain a policy limit of not less than \$1,000,000 per incident. The amount of the policy deductible or self-insured retention must be declared on Exhibit "C", only if it exceeds \$100,000. If the deductible or self-insured retention amount exceeds \$100,000, the JPA may ask for evidence that contractor has segregated amounts in a special insurance reserve fund or contractor's general insurance reserves are adequate to provide the necessary coverage and the JPA of Marin may conclusively rely thereon.

Contractor's Professional Liability Insurance may be provided, in part, by self-insurance or large deductible as long as contractor provides: (1) evidence to the JPA that contractor has segregated amounts in a special insurance reserve fund meeting the contract's insurance requirements and restricted specifically to this project or (2) contractor's general insurance reserves are adequate to provide the necessary coverage and the JPA of Marin may conclusively rely thereon.

Amount of professional liability deductible if under \$100,000 = \$_____

☐ Insurance Reduction or Waiver of Coverage Requested (Exhibit "C")

7. ANTI DISCRIMINATION AND ANTI HARASSMENT:

Contractor and/or any subcontractor shall not unlawfully discriminate against or harass any individual including, but not limited to, any employee or volunteer of the JPA of Marin based on race, color, religion, nationality, sex, sexual orientation, age or condition of disability. Contractor and/or any subcontractor understands and agrees that Contractor and/or any subcontractor is bound by and will comply with the anti discrimination and anti harassment mandates of all Federal, State and local statutes, regulations and ordinances including, but not limited to, JPA of Marin Personnel Management Regulation (PMR) 21.

8. SUBCONTRACTING:

The Contractor shall not subcontract nor assign any portion of the work required by this Contract without prior written approval of the JPA except for any subcontract work identified herein. If Contractor hires a subcontractor under this Agreement, Contractor shall require subcontractor to provide and maintain insurance coverage(s) identical to what is required of Contractor under this Agreement and shall require subcontractor to name Contractor as additional insured under this Agreement. It shall be Contractor's responsibility to collect and maintain current evidence of insurance provided by its subcontractors and shall forward to the JPA evidence of same.

9. ASSIGNMENT:

The rights, responsibilities and duties under this Contract are personal to the Contractor and may not be transferred or assigned without the express prior written consent of the JPA.

10. LICENSING AND PERMITS:

The Contractor shall maintain the appropriate licenses throughout the life of this Contract. Contractor shall also obtain any and all permits which might be required by the work to be performed herein.

11. BOOKS OF RECORD AND AUDIT PROVISION:

Contractor shall maintain on a current basis complete books and records relating to this Contract. Such records shall include, but not be limited to, documents supporting all bids, all income and all expenditures. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the work on this Contract. In addition, Contractor shall maintain detailed payroll records including all subsistence, travel and field expenses, and canceled checks, receipts and invoices for all items. These documents and records shall be retained for at least five years from the completion of this Contract. Contractor will permit JPA to audit all books, accounts or records relating to this Contract or all books, accounts or records of any business entities controlled by Contractor who participated in this Contract in any way. Any audit may be conducted on Contractor's premises or, at JPA's option, Contractor shall provide all books and records within a maximum of fifteen (15) days upon receipt of written notice from JPA. Contractor shall refund any monies erroneously charged.

12. WORK PRODUCT/PRE-EXISTING WORK PRODUCT OF CONSULTANT:

Any and all work product resulting from this agreement is commissioned by the JPA of Marin as a work for hire. The JPA of Marin shall be considered, for all purposes, the author of the work product and shall have all rights of authorship to the work, including, but not limited to, the exclusive right to use, publish, reproduce, copy and make derivative use of, the work product or otherwise grant others limited rights to use the work product.

To the extent Consultant incorporates into the work product any pre-existing work product owned by Consultant, Consultant hereby acknowledges and agrees that ownership of such work product shall be transferred to the JPA of Marin.

13. TERMINATION:

- A. If the Contractor fails to provide in any manner the services required under this Contract or otherwise fails to comply with the terms of this Contract or violates any ordinance, regulation or other law which applies to its performance herein, the JPA may terminate this Contract by giving five (5) calendar days written notice to the party involved.
- B. The Contractor shall be excused for failure to perform services herein if such services are prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.
- C. Either party hereto may terminate this Contract for any reason by giving thirty (30) calendar days written notice to the other parties. Notice of termination shall be by written notice to the other parties and be sent by registered mail.
- D. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract so long as proof of required insurance is provided for the periods covered in the Contract or Amendment(s).

14. APPROPRIATIONS:

The JPA's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Marin JPA Board of Supervisors, the State of California or other third party. Should the funds not be appropriated JPA may terminate this agreement with respect to those payments for which such funds are not appropriated. JPA will give Contractor thirty (30) days' written notice of such termination. All obligations of JPA to make payments after the termination date will cease.

Where the funding source for this Agreement is contingent upon an annual appropriation or grant from the Marin JPA Board of Supervisors, the State of California or other third party, JPA's performance and obligation to pay under this Agreement is limited by the availability of those funds. Should the funding source for this Agreement be eliminated or reduced, upon written notice to Contractor, JPA may reduce the Maximum Cost to JPA identified in Paragraph 4 to reflect that elimination or reduction.

15. RELATIONSHIP BETWEEN THE PARTIES:

It is expressly understood that in the performances of the services herein, the Contractor, and the agents and employees thereof, shall act in an independent capacity and as an independent contractor and not as officers, employees or agents of the JPA. Contractor shall be solely responsible to pay all required taxes, including but not limited to, all withholding social security, and workers' compensation.

16. AMENDMENT:

This Contract may be amended or modified only by written agreement of all parties.

17. ASSIGNMENT OF PERSONNEL:

The Contractor shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided, acceptable to JPA, as is evidenced in writing.

18. JURISDICTION AND VENUE:

This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Marin JPA, California.

19. INDEMNIFICATION:

Contractor agrees to indemnify, defend, and hold JPA, its employees, officers, and agents, harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees arising from any and all claims and losses to anyone who may be injured or damaged by reason of Contractor's negligence, recklessness or willful misconduct in the performance of this contract.

20. COMPLIANCE WITH APPLICABLE LAWS:

The Contractor shall comply with any and all Federal, State and local laws and resolutions (including, but not limited to the JPA of Marin Nuclear Free Zone, Living Wage Ordinance, and Resolution #2005-97 of the Board of Supervisors prohibiting the off-shoring of professional services involving employee/retiree medical and financial data) affecting services covered by this Contract. Copies of any of the above-referenced local laws and resolutions may be secured from the JPA's contact person referenced in paragraph 20. NOTICES below.

21. NOTICES:

This Contract shall be managed and administered on JPA's behalf by the Department Contract Manager named below. All invoices shall be submitted and approved by this Department and all notices shall be given to JPA at the following location:

Contract Manager:	Michael Frost
Dept./Location:	Department of Public Works
	P. O. Box 4186
	San Rafael, CA 94913-4186
Telephone No.:	415 499-3725

Notices shall be given to Contractor at the following address:

Contractor:	R3 Consulting Group
	Richard Tagore-Erwin
	4811 Chippendale Drive, Suite 708
Address:	Sacramento, CA 95841
	916 576-0306
Telephone No.:	

22. ACKNOWLEDGEMENT OF EXHIBITS

	<input checked="" type="checkbox"/>	<u>Check applicable Exhibits</u>	<u>CONTRACTOR'S INITIALS</u>
<u>EXHIBIT A.</u>	<input checked="" type="checkbox"/>	<u>Scope of Services</u>	<u>RL</u>
<u>EXHIBIT B.</u>	<input checked="" type="checkbox"/>	<u>Fees and Payment</u>	<u>RL</u>
<u>EXHIBIT C.</u>	<input type="checkbox"/>	<u>Insurance Reduction/Waiver</u>	

IN WITNESS WHEREOF, the parties have executed this Contract on the date first above written.

APPROVED BY
JPA OF MARIN:

By: _____
CHAIR

CONTRACTOR:

By: Richard Tagore Erwin
Name: Richard Tagore Erwin R3 Consulting Group
Telephone No.: 916-576-0306

EXHIBIT "A"

SCOPE OF SERVICES

Section 1: Develop Zero Waste Tool Kit Components

As part of the JPA's Zero Waste Tool Kit, R3 will develop a set of "Model Documents" to accommodate Member Agency support of Zero Waste programs. The Model Documents will include:

- Model Construction and Demolition Debris Ordinance;
- Model Commercial and Multi-Family Recycling Ordinance;
- Model Zero Waste Ordinance; and
- Model Franchise Agreement Language.

The Model Documents will be developed to promote regional consistency and effective programs that can be adopted/implemented by the Member Agencies, and administered/implemented by either each Member Agency (i.e., franchise agreements) or by the JPA (i.e., C&D ordinance). Phase II work efforts will focus on tailoring the Model Documents to a specific Member Agency's unique municipal code or franchise agreement requirements. Phase II work efforts will be done on an as requested basis.

Task 1 Document Request and Project Meetings¹

R3 will meet with JPA staff to discuss the goals and deliverables of Phase I work efforts, meet with JPA staff and the Task Force as the Model Documents are developed, and meet with JPA staff to discuss specific Member Agency requests for assistance for Phase II work efforts.

As part of R3's prior work for the JPA on the Zero Waste Strategic Plan, franchise agreements and draft ordinances have been provided. Accordingly, to ensure we have the most current versions of the franchise agreement and ordinances, during the initial meeting with JPA staff, R3 will provide the JPA with its list and dates/version numbers of the franchise agreements and ordinances previously provided or posted to the Member Agencies web sites. During this initial meeting if it is determined that more recent versions of franchise agreements and/or ordinance are available, R3 may ask the JPA to assist in optioning the newer documents.

Task 1 Deliverables

Task 1 includes the following deliverables:

- Participation in an initial meeting with JPA staff to review and confirm the project objectives, approach, schedule, budget, communication protocol, etc.;
- Document review, and obtaining updated documents as necessary; and
- Other meetings as scheduled with JPA staff and the Task Force to review and discuss draft Model Documents developed in Tasks 2 – 5, and requests by Member Agencies for Phase II assistance.

¹ Meetings can be on site or via telephone depending on the JPA's needs.

Task 2 Model Construction and Demolition Debris Ordinance

R3 will review documents gathered in Task 1, and conduct additional research on C&D ordinances and programs already adopted in the Bay Area, statewide, and in 3-5 other states to identify C&D options. Such options might include, but are not limited to:

- Identify a threshold for projects to comply with the ordinance (e.g., dollar amount, square footage);
- Require minimum diversion amount;
- Require a deposit;
- Require salvage and deconstruction of buildings prior to demolition; and
- Require certified C&D facilities be used for all projects in the Member Agency.

R3 will work with the JPA (and the Task Force as requested) to identify the most appropriate C&D program that can be cost effectively implemented, including ongoing reporting and enforcement. This may include having the JPA certify C&D facilities to be used that would provide "diversion credit" to the Member Agencies, (the San Jose model), having each Member Agency manage its own C&D program with assistance provided by the JPA (the SBWMA model), or having the fees established C&D haulers that is "rebated" back to the haulers based on the diversion at specific C&D facilities (the Los Angeles model).

Based on the direction from JPA staff, R3 will develop a model C&D ordinance, reporting forms, and enforcement procedures that incorporate elements that will help the JPA reach its Zero Waste diversion goals. **Note: for this Task JPA staff may wish to obtain input from Member Agencies and the haulers prior to finalizing the model language.**

Task 2 Deliverables

Task 2 includes the following deliverables:

- Review of documents provided as part of Task 1;
- Identify best practices;
- Develop model reporting forms and enforcement procedures; and
- Develop model C&D ordinance.

Task 3 Model Commercial and Multi-Family Recycling Ordinance

R3 will review the Member Agency ordinances provided as part of Task 1 and will identify aspects of the ordinances that might not reflect current solid waste practices. R3 will also review best practices of commercial and multi-family programs and ordinances adopted in the Bay Area and statewide to identify the most effective programs and ordinances. Such options might include, but are not limited to:

- Having the commercial and multi-family ordinance as one document;
- Thresholds for participation, if any (e.g., bin size, frequency of collection);
- Materials required to be diverted (e.g., C&D, food waste, yard waste, paper)
- Enforcement methods;
- Anti-scavenging provisions; and

- Penalties for non-compliance.

R3 will develop a model commercial and multi-family recycling ordinance that incorporates elements that will help the JPA reach its Zero Waste diversion goals. The ordinance(s) will be consistent with the requirements of the Mandatory Commercial Recycling Ordinance that is required as part of AB 32.

Task 3 Deliverables

Task 3 includes the following deliverables:

- Review of Member Agency ordinances provided as part of Task 1;
- Identify best practices, ordinance language and franchise agreement language (tied to Task 5);
- Develop model commercial recycling ordinance; and
- Develop model multi-family recycling ordinance.

Task 4 Model Zero Waste Ordinance

R3 will work with the JPA to develop a model Zero Waste ordinance that can be adopted by each Member Agency. In preparing the model Zero Waste ordinance, R3 will gather Zero Waste ordinances adopted by other communities throughout California to use as comparative guides.

Task 4 Deliverables

Task 4 includes the following deliverable:

- Develop a comparative guide of Zero Waste ordinances; and
- Develop model Zero Waste ordinance.

Task 5 Model Franchise Agreement Language

R3 will review the Member Agency's solid waste franchise agreements provided as part of Task 1 and will identify best practices that could be incorporated to promote Zero Waste and to improve diversion and services. R3 will work with JPA staff, as well as Member Agency staff as appropriate. Options for the model franchise agreement language might include, but are not limited to:

- Establishing minimum diversion standards;
- Establishing minimum public education standards;
- Expanding the types of recyclable materials collected;
- Adding food waste collection (when composting facilities are available);
- Providing for "equal" capacity for recyclables and organics collection;
- Providing financial incentives to reward high diversion programs;
- Providing for E-Waste, Universal Waste, Sharps, Pharmaceuticals programs;
- Specifying vehicle fuel type (i.e., CNG);
- Changing rate adjustment methods to reward high diversion by the haulers; and

- Changing customer rate structures to reward low generation and high participation in diversion programs.

R3 will develop a model franchise agreement language that incorporates elements that will help reach Zero Waste goals and reflect current and proposed Zero Waste handling practices. This will include a list of "priority recommendations" to be included in the model franchise agreement language (i.e., diversion standards vs. use of recycled motor oil).

Task 5 Deliverables

Task 5 includes the following deliverables:

- Review current Member Agency franchise agreements;
- Identify franchise agreement best practices;
- Prepare a list of priority program/ language recommendations; and
- Develop model franchise agreement language.

Section II: Customize Model Ordinance and Franchise Agreement Language

Each Member Agency has municipal code and franchise agreement language that governs its solid waste management programs and service providers. Because of this, the Model Documents developed as part of Tasks 2-5 may need to be customized to "fit" each Member Agencies specific code sections, formats, definitions, etc. If requested, and with the approval of the JPA, R3 will meet with individual Member Agencies to discuss what aspects of the Model Documents they are interested in adopting, what changes the Member Agencies would need to make in the Model Documents, and the best process for adopting changes in their own ordinances and/or franchise agreement. **Please note that the purpose of customizing the Model Documents is to tailor the specific language to "fit" into current Member Agency ordinance and franchise agreements while maintaining regional programmatic consistency of the Model Documents.**

Task 6 Deliverables

Task 6 includes the following deliverables:

- Customized ordinances and Franchise Agreements language, as requested by a specific Member Agency.

EXHIBIT "B"

FEES AND PAYMENT SCHEDULE

Budget

Section I work shall be completed for a not-to-exceed total amount of \$38,000.

Section II work shall be allocated \$35,000 as approved by the JPA. A written Notice to Proceed is required prior to commencement of Section II work.

For both Sections I and II, R3 will invoice the JPA on a time-and-materials basis at the following rate schedule:

Technical Services Hourly rates are set forth below.

Principal	\$165 per hour
Project Manager	\$165 per hour
Consultant	\$165 per hour
Senior Manager	\$155 per hour
Manager	\$145 per hour
Senior Associate	\$135 per hour
Associate II	\$110 per hour
Associate I	\$85 per hour
Administrative Support	\$70 per hour

Reimbursable Costs

Consultants/Subcontractors	cost
Lodging and meals	cost
Travel — Private or company car	\$0.50 per mile
Travel — Other	cost
Delivery and other expenses	cost

Payments

Unless otherwise agreed in writing, fees will be billed monthly at the first of each month for the preceding month and will be payable within 30 days of the date of the invoice.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Fairfax:
Michael Rock

Re: Zero Waste Coordinator Staff Position Hiring Process

Larkspur:
Dan Schwarz

As part of the FY 10/11 Budget the JPA Board approved an additional staff position for a Zero Waste Coordinator.

Mill Valley:
Jim McCann

Staff has contacted the County's Human Resources Department and has begun developing the job description and qualifications. Although the process is expected to take some time, staff would like to clarify the Executive Committee's role in the hiring process.

Novato:
Michael Frank

Ross:
Gary Broad

During budget negotiations members of the Budget Subcommittee suggested that members of the Executive Committee should be on the interview panel.

San Anselmo:
Debbie Stutsman

Staff requests your Committee select members to participate on an interview panel for the Zero Waste Coordinator position.

San Rafael:
Ken Nordhoff

Sausalito:
Adam Politzer

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Tiburon:
Margaret Curran



MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: August 26, 2010

Corte Madera:
David Bracken

To: Executive Committee Members

County of Marin:
Matthew Hymel

From: Michael Frost

Fairfax:
Michael Rock

Re: 2009 Annual Report

Larkspur:
Dan Schwarz

Attached is the summary of the 2009 AB939 Annual Report that was submitted on August 2, 2010 to the Department of Resources Recycling and Recovery (CalRecycle). This is the third year the report is in a new format due to regulatory changes that were imposed by SB1016. Although this JPA tracks both diversion and disposal, the reporting system is now solely based on disposal amounts for the reporting year. Disposal is compared with historic data to determine if the 50% diversion requirement is met.

Mill Valley:
Jim McCann

Novato:
Michael Frank

Ross:
Gary Broad

Marin's 2009 disposal rate was 3.8 pounds per person per day. The rate has steadily decreased since 2007 when the rate was 4.9 pounds per person per day and 2008 when the rate was 4.5 pounds per person per day. This is well below Marin's target rate for 50% diversion is 7.6 pounds per person per day. As long as Marin remains below the 7.6 pound target all jurisdictions remain in compliance with AB939.

San Anselmo:
Debbie Stutsman

San Rafael:
Ken Nordhoff

Sausalito:
Adam Politzer

Based on our generation estimates the 3.8 pounds per person per day figure puts Marin at approximately 75% diversion. Due to the current economic situation the past two years there has been a significant reduction in overall waste and recycling tonnages.

Tiburon:
Margaret Curran

First quarter reports for 2010 indicate a small increase in disposal for 2010. However, as food waste programs and Zero Waste related programs and ordinances are implemented JPA staff expects new diversion programs to significantly impact disposal and diversion tonnages.

Attachments



F:\Waste\JPA\JPA Agenda Items\ExCom 100826\Annual report.doc

Annual Report Summary: Marin County Hazardous and Solid Waste Management Authority (2009)

This Annual Report Summary is an official record of your CalRecycle Electronic Annual Report submission, except for your Venue/Event section information, which is contained in a separate report. You may reach that section from the Electronic Annual Report's left navigation bar.

Before submitting your report to CalRecycle, please take the time to review everything on this page to confirm it is complete and correct. If you need to modify some information, close this window to return to the Electronic Annual Report to make your corrections. Then, preview the report again.

Summary Generated On: Monday, August 02, 2010 at 3:43 PM

Summary Jurisdiction: Marin County Hazardous and Solid Waste Management Authority Report Year Filed: 2009 Report Status: Submitted	Jurisdiction Contact Jurisdiction Contact: Alex Soulard Address: PO Box 4186 San rafael, CA 94913-4186 Phone Number: (415) 499-4298 Fax Number: Email Address: Asoulard@co.marin.ca.us Update Contact Info: http://www.calrecycle.ca.gov/LGCentral/Contacts/ContactChg.htm
Submitted Information Date Report Submitted: Monday, August 02, 2010 at 3:43 PM Report Submitted By: Michael Frost (mfrost@co.marin.ca.us)	

Disposal Rate Calculation			
Definition of Terms			Show ▾
Reporting-Year Disposal Amount (tons):		179,955.70	
Disposal Reduction Credits (Reported):			
Disaster Waste (tons):	0.00		
Medical Waste (tons):	0.00		
Regional Diversion Facility Residual Waste (tons):	0.00		
C&D Waste (tons):	0.00		
Class II Waste (tons):	0.00		
Out-of-State Export (Diverted) (tons):	0.00		
Other Disposal Amount (tons):	0.00		
Total Disposal Reduction Credit Amount (tons):		0	
Total Adjusted Reporting-Year Disposal Amount (tons):		179,956.00	
Reporting-Year Transformation Waste (tons):		36.36	
REPORTING ENTITY	QUARTER	DESTINATION FACILITY	TRANSFORMATION TON
Stanislaus	1	Covanta Stanislaus, Inc.	09.40
Stanislaus	3	Covanta Stanislaus, Inc.	15.49
Stanislaus	2	Covanta Stanislaus, Inc.	11.47
Page 1 of 1		Export To Excel	Count: 3
Reporting-Year Population:		258,618	
Reporting-Year Employment:		103,539	
Reporting-Year Calculation Results (Per Capita)			
	Population		Employment
	Target	Annual	Target Annual
Disposal Rate without Transformation(pounds/person/day):	3.8		9.5
Transformation Rate (pounds/person/day):	1.5	0.0	3.5 0.0
The Calculated Disposal Rate (pounds/person/day):	7.6	3.8	17.3 9.5

Calculation Factors
If any boxes are checked, please complete, and sign the Reporting Year Disposal Modification Certification Sheet and mail, e-mail or FAX to

CalRecycle within 7 business days of submitting your report. If you are only claiming report-year disposal deductions for waste transported to a certified Transformation facility, you do not need to fill out the certification request.

Although you will be able to submit your electronic Annual Report without completing this sheet, your Annual Report will not be deemed complete until this sheet is completed and received by CalRecycle. Contact your [LAMD representative](#) for details.

- ☐ Alternative disposal tonnage
- ☐ Deductions to DRS disposal tonnage

Questions and Responses

Rural Petition for Reduction in Requirements

Rural Petition For Reduction

1. **Question:** Was your jurisdiction granted a rural Petition for Reduction by CalRecycle?
For more information regarding Rural Petition For Reduction, go to [Rural Solid Waste Diversion Home Page](#).

Response

No.

Newly Incorporated Cities

New City

1. **Question:** Since the date of your last Annual Report, are there any newly incorporated cities within your county/regional agency?

Response

No.

Disposal Rate Accuracy

Disposal Rate Accuracy

1. **Question:** Are there extenuating circumstances pertaining to your jurisdiction's disposal rate that CalRecycle should consider, as authorized by the [Public Resources Code Section 41821\(c\)](#)? If you wish to attach additional information to your annual report, please send those items or electronic files to your LAMD representative; include a brief description of those files below. If so, please use the space below to tell CalRecycle.

Response

No.

Planning Documents Assessment

Source Reduction and Recycling Element (SRRE)

1. **Question:** Does the SRRE need to be revised?

Response

No.

Household Hazardous Waste Element (HHWE)

2. **Question:** Does the HHWE need to be revised?

Response

No.

Non-Disposal Facility Element (NDFE)

3. **Question:** Describe below any changes in the use of [nondisposal facilities](#), both existing and planned (e.g., is the jurisdiction using a different facility within or outside of the jurisdiction, has a facility closed, is a new one being planned).

Response

In January of 2010 the Marin County Hazardous and Solid Waste Management Joint Powers Authority approved a newly amended NDFE. The NDFE has not yet been finalized by CalRecycle. A proposed facility in Nicasio is currently undergoing a planning process that will include a drop off/grinding site and composting operation, which will compost approximately 95% of the materials received and will process over 20,000 cubic yards annually of organic material.

Non-Disposal Facility Element (NDFE)

4. **Question:** Are there currently any nondisposal facilities that require a solid waste facility permit located (or planned to be sited) in your jurisdiction that are not identified in your NDFE?

Response

Yes. A proposed facility in Nicasio is currently undergoing a planning process that would include a drop off/grinding site and composting operation, which would compost approximately 95% of the materials received and would process over 20,000 cubic yards annually of organic material.

Summary Plan Assessment

Summary Plan

1. **Question:** Does the Summary Plan need to be revised?

Response

No.

Siting Element Assessment

Total County or Agency Wide Disposal Capacity

1. **Question:** Based on the best available estimates of current and future disposal, how many years of disposal capacity does your county or regional agency have?

Response

15

Total County or Agency Wide Disposal Capacity

2. **Question:** If you do not currently have 15 years of disposal capacity, describe your strategy for obtaining 15 years of capacity.

Response

No response has been entered

Siting Element Adequacy

3. **Question:** Does the Siting Element need to be revised? The Siting Element will need to be revised if you have less than 15 years disposal capacity and have not described a strategy for obtaining 15 years disposal capacity.

Response

No. The Marin County Hazardous and Solid Waste Management Joint Powers Authority currently has over 15 years of disposal capacity. The JPA has developed a Zero Waste Feasibility Study that identified programs that can be implemented to reach 80 percent diversion by 2012 and zero waste by 2025. Programs are already beginning to be implemented. JPA staff plans to budget funds for FY 11/12 to hire a contractor to revise the Siting Element. This process will be enhanced by and compliment the Zero Waste Feasibility Study.

Areas of Concern / Conditional Approvals

Areas of concern

1. **Question:** Did CalRecycle require your jurisdiction to address any areas of concern when determining the adequacy of your solid waste planning documents, or any of their elements?

Response

No.

Conditional approvals

2. **Question:** Did CalRecycle give conditional approval to any of your solid waste planning documents, or any of their elements?

Response

No.

Additional Information

Additional Information

1. **Question:** Is there anything else you would like to tell CalRecycle about unique or innovative efforts by your jurisdiction to reduce waste generation and increase diversion, about your jurisdiction's public education efforts, or about specific obstacles to reaching your jurisdiction's diversion goal? If you wish to attach additional information to your annual report, please send those items or electronic files to your LAMD representative and include a brief description of those files below.

Response

Yes. The JPA recently approved the FY 10/11 budget which allocated additional funding for one additional staff member, \$100,000 for a Zero Waste Toolkit for member agencies, \$200,000 for an outreach program, and \$300,000 for a grant program that will assist member agencies. In addition many of the member agencies are already incorporating residential food scrap composting in their franchise agreements.

SRRE and HHWE Diversion Programs

1000-SR-XGC (Xeriscaping/Grasscycling)

Current Status: SO - Selected and Ongoing

Program Start Year: 1992
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

Outreach materials for this program are distributed by the Marin County Stormwater Pollution Prevention Program, but no data on diverted quantities is tracked or is available.

1010-SR-BCM (Backyard and On-Site Composting/Mulching)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

The program that was previously operated through the Marin Art and Garden Center was ended following the layoffs of several Art and Garden Center staff. The JPA has partnered with many of the same educators through a class that is offered through the College of Marin. Two local demonstration sites and an outdoor classroom have been established. Staff targets to have at least six courses a year during the various seasons. Subsidized bins are offered to class attendees. Marin Sanitary voluntarily stores the JPA's bins and coordinates for deliveries to the class sites.

1020-SR-BWR (Business Waste Reduction Program)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 0.00

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

The FY 10/11 Budget included funding for a Zero Waste Toolkit. As part of this toolkit a consultant will be drafting Commercial and Multifamily Recycling ordinances for member agencies to adopt and implement.

1030-SR-PMT (Procurement)

Current Status: SO - Selected and Ongoing

Program Start Year: 1992
Report Year Diversion Tons: 0.00

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: Yes

Jurisdiction Notes

The County of Marin has changed paper procurement to only purchase 100% post consumer content copy paper. Otherwise all procurement of low flow fixtures, HVAC units, photovoltaic cells, hybrid vehicles, and Integrated Pest Management products are in line with the County's Operations Report - Measuring Progress to Sustainability.

1040-SR-SCH (School Source Reduction Programs)

Current Status: AO - Alternative and Ongoing

Program Start Year: 2000
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: Yes

Jurisdiction Notes

1050-SR-GOV (Government Source Reduction Programs)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 0.00

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: Yes

Jurisdiction Notes

1060-SR-MTE (Material Exchange, Thrift Shops)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 0.10Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No**Jurisdiction Notes**

iReuse stopped reporting diversion tonnages to the JPA due to decreases in staffing. All tonnage reported is diverted through MarinMax.org.

2000-RC-CRB (Residential Curbside)

Current Status: SO - Selected and Ongoing

Program Start Year: 1982
Report Year Diversion Tons: 47277.71Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Selected Program Details: Single-family residences | Glass | Metal | Office paper (white & colored ledger, computer paper, other office paper) | Plastic 1-2 | Uncoated corrugated cardboard and paper bags

Jurisdiction Notes**2010-RC-DRP (Residential Drop-Off)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1992
Report Year Diversion Tons: 0.00Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No**Jurisdiction Notes****2020-RC-BYB (Residential Buy-Back)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1982
Report Year Diversion Tons: 5036.84Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No**Jurisdiction Notes****2030-RC-OSP (Commercial On-Site Pickup)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1992
Report Year Diversion Tons: 0.00Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No**Jurisdiction Notes****2050-RC-SCH (School Recycling Programs)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1992
Report Year Diversion Tons: 0.00Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No**Jurisdiction Notes****2060-RC-GOV (Government Recycling Programs)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 15961.40

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

2070-RC-SNL (Special Collection Seasonal (regular))

Current Status: AO - Alternative and Ongoing

Program Start Year: 1988
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No

Jurisdiction Notes

2080-RC-SPE (Special Collection Events)

Current Status: SO - Selected and Ongoing

Program Start Year: 1994
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: Yes

Jurisdiction Notes

The JPA hosts three annual satellite HHW collection events in West Marin. In addition to these events the JPA partnered with the County's Environmental Health Department to host a collection event for universal waste, pharmaceutical and paper shredding on May 2, 2009.

3000-CM-RCG (Residential Curbside Greenwaste Collection)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 36279.53

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Selected Program Details: Single-Family

Jurisdiction Notes

The JPA's Zero Waste Feasibility Study, which sets out a series of recommendations, was approved in January of 2010. One of the recommendations is to implement Food Scrap composting as those materials make up 23 percent of Marin's disposal. Since the study completion several agencies have begun collecting food scraps. Marin Sanitary has begun collection for 4,300 residential accounts, Novato disposal has begun collecting from 2,400 residential accounts, Mill Valley Refuse will begin collecting residential food scraps in the majority of its service areas by August, and Tamalpais Community Services District plans to start collection in September. Additionally, Bay Cities Refuse and Redwood Empire Disposal are in negotiations with the County of Marin to add food scrap collection to their franchise agreements.

3010-CM-RSG (Residential Self-haul Greenwaste)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 3058.72

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

3030-CM-CSG (Commercial Self-Haul Greenwaste)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

Since the approval of Redwood Landfill's new permit, which included composting operation expansion, a higher percentage of Commercial Greenwaste Loads have been used compost feed material and erosion control material instead of Alternative Daily Cover.

3050-CM-SCH (School Composting Programs)

Current Status: AO - Alternative and Ongoing

Program Start Year: 2000
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No

Jurisdiction Notes

The County of Marin continues to fund its Green Geronimo Program that is implemented through the San Geronimo Valley School District. The JPA has budgeted money for an expanded outreach program for FY 10/11. Staff will be working with the Local Task Force to determine how the funding will be allocated. However, staff has had several proposals from educational programs that will be targeted towards elementary age students.

4010-SP-SLG (Sludge (sewage/industrial))

Current Status: SO - Selected and Ongoing

Program Start Year: 1995
Report Year Diversion Tons: 5801.34

Existed before 1990: No
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

Sludge quantities applied as Alternative Daily Cover have dropped drastically over the past decade. The only application tracked is sludge used as daily cover at Redwood Landfill. The City of San Rafael has partnered with Marin Sanitary Service and Central Marin Sanitation Agency to have commercial food waste digested in one of their anaerobic digesters as part of a pilot program.

4020-SP-TRS (Tires)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 0.00

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

The County hosted a Tire Recycling event with funding through a CalRecycle grant beginning in October of 2009 that collected 1,528 tires for recycling. The County was recently rewarded another Waste Tire Amnesty Event Grant that will be implemented in Spring of 2011.

4030-SP-WHG (White Goods)

Current Status: AO - Alternative and Ongoing

Program Start Year: 1996
Report Year Diversion Tons: 51.33

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No

Jurisdiction Notes

4040-SP-SCM (Scrap Metal)

Current Status: SO - Selected and Ongoing

Program Start Year: 1989
Report Year Diversion Tons: 172.39

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: Yes

Jurisdiction Notes

As part of the Nondisposal Facility Element (NDFE) amendment process staff determined that the non franchised haulers, including Grange Debris Boxes, utilize Sims Metal Recycling for the majority of their scrap metal recycling.

4050-SP-WDW (Wood Waste)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 725.19

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

At Redwood Landfill the majority of the Alternative Daily Cover now used is wood waste. This material is used primarily due to paint contamination. Additionally, Marin Resource Recovery and Redwood Landfill sent quantities of wood waste to be used as Biomass. However, the tonnage listed here was not used as Biomass.

4060-SP-CAR (Concrete/Asphalt/Rubble)

Current Status: SO - Selected and Ongoing	Program Start Year: 1990 Report Year Diversion Tons: 63231.82	Existed before 1990: Yes Selected in SRRE: Yes Owned or Operated: No
Selected Program Details: Asphalt Paving Concrete/cement Mixed C + D Rock, soils and fines		
Jurisdiction Notes		

4090-SP-RND (Rendering)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990 Report Year Diversion Tons: 0.00	Existed before 1990: No Selected in SRRE: Yes Owned or Operated: No
Jurisdiction Notes		

5000-ED-ELC (Electronic (radio, TV, web, hotlines))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1994 Report Year Diversion Tons: 0.00	Existed before 1990: No Selected in SRRE: Yes Owned or Operated: Yes
Jurisdiction Notes The JPA currently updates and monitors two websites, MarinMax.org and MarinRecycles.org. As the JPA moves forward into FY 10/11 budgeted funds will be allocated to developing a new outreach campaign that will include electronic media as well as an update of MarinRecycles.org and use of social media.		

5010-ED-PRN (Print (brochures, flyers, guides, news articles))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1992 Report Year Diversion Tons: 0.00	Existed before 1990: Yes Selected in SRRE: Yes Owned or Operated: No
Jurisdiction Notes The JPA distributes printed materials at events and contributes to hauler newsletters. As the JPA develops the expanded outreach program for FY10/11 the LTF has recommended that printed outreach be limited to limit wasted resources.		

5020-ED-OUT (Outreach (tech assistance, presentations, awards, fairs, field trips))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1994 Report Year Diversion Tons: 0.00	Existed before 1990: Yes Selected in SRRE: Yes Owned or Operated: Yes
Jurisdiction Notes Staff attended Earth Day Events, several farmers markets, and other community events and meetings to distribute bags and educational materials.		

5030-ED-SCH (Schools (education and curriculum))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1993 Report Year Diversion Tons: 0.00	Existed before 1990: Yes Selected in SRRE: Yes Owned or Operated: No
Jurisdiction Notes The individual haulers perform some outreach at school within their service area. Staff will be working with the Local Task Force to determine how the funding for the expanded outreach program will be allocated. However, staff has had several proposals from educational programs that will be targeted towards elementary age students.		

6010-PI-EIN (Economic Incentives)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1993 Report Year Diversion Tons: 0.00	Existed before 1990: No Selected in SRRE: Yes

Owned or Operated: No

Selected Program Details: Grant | Variable can rate/Quantity based user fee

Jurisdiction Notes

The JPA's Zero Waste Feasibility Study recommended that progressive can rates be adopted in all areas. Several franchise agreements have adapted their rate structures accordingly. As part of the Zero Waste Toolkit progressive can rates will be addressed. Additionally, the JPA has approved grant funding that member agencies will be able to utilize for program implementation.

6020-PI-ORD (Ordinances)

Current Status: AO - Alternative and Ongoing

Program Start Year: 2000
Report Year Diversion Tons: 0.00

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: Yes

Selected Program Details: C & D ordinance | Mandatory waste collection

Jurisdiction Notes

The JPA approved funding for FY 10/11 to update the Model Construction and Demolition Ordinance to make reporting and enforcement more streamlined. Additionally, a consultant will be drafting Multifamily Recycling and Commercial Recycling Ordinances that can be adopted by member agencies.

7000-FR-MRF (MRF)

Current Status: SO - Selected and Ongoing

Program Start Year: 1993
Report Year Diversion Tons: 86372.82

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

7010-FR-LAN (Landfill)

Current Status: AO - Alternative and Ongoing

Program Start Year: 1996
Report Year Diversion Tons: 73153.53

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No

Jurisdiction Notes

7020-FR-TST (Transfer Station)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 0.00

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

7030-FR-CMF (Composting Facility)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990
Report Year Diversion Tons: 33599.50

Existed before 1990: Yes
Selected in SRRE: Yes
Owned or Operated: No

Jurisdiction Notes

Redwood Landfill and the Zemora Composting Facility modified their permits and are now allowed to compost food scraps along with green waste.

7040-FR-ADC (Alternative Daily Cover)

Current Status: AO - Alternative and Ongoing

Program Start Year: 1995
Report Year Diversion Tons: 20632.76

Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No

Jurisdiction Notes

As Redwood's Composting Facility has come under their revised permit less green waste is being used as Alternative Cover. The majority of material used is wood waste, sludge, and screenings.

8010-TR-BIO (Biomass)

Current Status: SO - Selected and Ongoing

Program Start Year: 1990

Report Year Diversion Tons: 23209.13

Existed before 1990: Yes

Selected in SRRE: Yes

Owned or Operated: No

Jurisdiction Notes

In addition to Marin Resource Recovery Center, which is our only facility that consistently sends material for biomass, Redwood Landfill utilized wood waste for biomass during the second and third quarters of 2009.

8020-TR-TRS (Tires)

Current Status: AO - Alternative and Ongoing

Program Start Year: 1999

Report Year Diversion Tons: 0.00

Existed before 1990: No

Selected in SRRE: No

Owned or Operated: No

Jurisdiction Notes**9000-HH-PMF (Permanent Facility)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1993

Report Year Diversion Tons: 0.00

Existed before 1990: Yes

Selected in SRRE: Yes

Owned or Operated: Yes

Jurisdiction Notes**9010-HH-MPC (Mobile or Periodic Collection)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1986

Report Year Diversion Tons: 0.00

Existed before 1990: Yes

Selected in SRRE: Yes

Owned or Operated: Yes

Jurisdiction Notes

The JPA now hosts three annual satellite HHW collection events in West Marin, but additionally hosted a collection event for universal waste, pharmaceutical and paper shredding on May 2, 2009 in a partnership with other agencies.

9020-HH-CSC (Curbside Collection)

Current Status: SO - Selected and Ongoing

Program Start Year: 1992

Report Year Diversion Tons: 0.00

Existed before 1990: No

Selected in SRRE: Yes

Owned or Operated: No

Jurisdiction Notes**9040-HH-EDP (Education Programs)**

Current Status: SO - Selected and Ongoing

Program Start Year: 1991

Report Year Diversion Tons: 0.00

Existed before 1990: Yes

Selected in SRRE: Yes

Owned or Operated: Yes

Jurisdiction Notes

The JPA Board approved funding for an increased outreach program that will target broad community education program. This will incorporate online media, school outreach and a large scale advertising campaign.

9045-HH-EWA (Electronic Waste)

Current Status: SO - Selected and Ongoing

Program Start Year: 1995
Report Year Diversion Tons: 0.00Existed before 1990: No
Selected in SRRE: No
Owned or Operated: No**Jurisdiction Notes**

The JPA co-hosted an electronics recycling and paper shredding event on May 2, 2009 that collected over 1,100 pounds of universal waste. The two household hazardous waste facilities in Marin, a few private groups, and those groups that host fundraising events all except electronic waste.

