



STAFF UPDATES



STAFF UPDATE

To: SBWMA Board Members
From: Cliff Feldman, Recycling Programs Manager
Date: September 22, 2011 Board of Directors Meeting
Subject: Update on Recology Commercial Recycling Outreach Efforts

Recommendation

This is an informational report and no action is necessary.

Analysis

Recology San Mateo County (Recology) is not required to submit monthly statistics on its commercial recycling activities; however, the company is required to submit a quarterly status report on this program per section 9.06.N of the Franchise Agreement(s). A brief explanation of Staff's review of the sections on the 2011 Second Quarter Report pertaining to commercial recycling will be provided (along with additional information) to the Board on September 29, 2011 for the October 6, 2011 Board Workshop on Commercial Recycling. Even though a monthly update is not contractually required, the company has agreed to provide the status of some key commercial recycling metrics each month. Below is an example of the information that Recology plans to submit monthly for this staff report to the Board, and staff will continue working with Recology to determine what other pertinent information can be provided on a monthly basis. Please note that this update includes information for both July and August 2011.

July 2011 Recology Commercial Recycling Outreach Program Metrics

- 20 new Compost customers subscribed to service – 10 carts and 10 bins
- 121 new Recycle customers subscribed to service – 90 carts and 36 bins
- 156 commercial recycling brochures and posters were distributed
- 83 internal recycling containers were distributed
- 480 Buddy Bags were delivered
- 7 commercial recycling "community events" were reported:

Date	Franchise	Location	Name of Event
07/07/2011	San Mateo	CENTRAL PARK, SAN MATEO	SAN MATEO MUSIC IN THE PARK
07/14/2011	San Mateo	CENTRAL PARK, SAN MATEO	SAN MATEO MUSIC IN THE PARK
07/16/2011	Belmont	CITY HALL PARKING LOT	BELMONT SHREDDING EVENT
07/21/2011	San Mateo	CENTRAL PARK, SAN MATEO	SAN MATEO MUSIC IN THE PARK
07/24/2011	Belmont	TWIN PINES PARK, BELMONT	BELMONT SUMMER CONCERT SERIES
07/28/2011	San Mateo	CENTRAL PARK, SAN MATEO	SAN MATEO MUSIC IN THE PARK
07/31/2011	Burlingame	PERSHING PARK, BURLINGAME	BURLINGAME PARK NEIGHBORS

- 13 commercial recycling “presentations and trainings” were reported as follows:

DATE	FRANCHISE	NAME/LOCATION	ATTENDEES (staff, custodians, students, etc.)	Presentation or Training
07/01/2011	Menlo Park	2825 SAND HILL RD (ROSEWOOD SAND HILL)	MANAGERS & STAFF	Training
07/05/2011	San Mateo	2011 CHESS DR (UG-SARUM SAN MATEO CHESS,LLC)	BUSINESS MANAGERS, STAFF OF CHIPOTLE,SHORT CUTS	Training
07/05/2011	Burlingame	1550 BAYSHORE HWY (BAY LANDING HOTEL)	HOUSEKEEPING STAFF	Training
07/07/2011	Redwood City	399 Bradford St (BRADFORD INVESTMENTS LLC)	STAFF	Presentation
07/07/2011	San Mateo	2620 FLORES ST (BROOKSIDE CONVALESCENT HO)	KITCHEN STAFF/MANAGEMENT	Training
07/11/2011	East Palo Alto	1070 Beech St (FAMILY CONNECTIONS)	TEACHERS, PARENTS AND STUDENTS	Presentation
07/14/2011	San Carlos	1226 ARROYO AVE (ZEST BAKERY)	BAKER AND ASSISTANT	Training
07/14/2011	Belmont	600 Ralston Ave (China Village)	Manager, Janitorial Staff	Training
07/15/2011	Redwood City	401 Winslow St (COUNTY OF SAN MATEO)	TEACHERS AND STUDENTS	Presentation
07/20/2011	Foster City	1070 FOSTER CITY BLVD (99 RANCH MARKET)	STAFF	Training
07/20/2011	Redwood City	370 BRIDGE PKWY (BRIDGE PARK CENTER, LP)	KTICHEN STAFF AND MANAGEMENT	Training
07/21/2011	Foster City	1950 BEACH PARK BLVD (LAKEVIEW MONTESSORI)	STAFF	Training
07/28/2011	Menlo Park	2900 SAND HILL RD (SHARON HEIGHTS GOLF & CLUB)	CHEF, GROUNDS KEEPER & STAFF	Training

August 2011 Recology Commercial Recycling Outreach Program Metrics

- 26 new Compost customers subscribed to service – 15 carts and 11 bins
- 46 new Recycle customers subscribed to service – 20 carts and 26 bins
- 227 commercial recycling brochures and posters were distributed
- 53 internal recycling containers were distributed
- 956 Buddy Bags were delivered
- 0 commercial recycling “presentations and trainings” were reported for August.

- 11 commercial recycling “community events” were reported:

Date	Franchise	Name / Location		ATTENDEES (staff, custodians, students, etc.)	Presentation or Training
08/01/2011	SNC	IN-N-OUT BURGER #257	445 INDUSTRIAL RD	STAFF, MANGAERS, OPERATIONS SERVICE COORD.	TRAINING
08/02/2011	EPA	ACW MANAGEMENT COMPANY	315 E OKEEFE ST	TENANTS OF 315 E OKEEFE	PRESENTATION
08/02/2011	SNC	SANTORINI	753 LAUREL ST	KITCHEN STAFF AND MANAGER	TRAINING
08/04/2011	MAT	WESTLAKE REALTY GROUP	99 27TH AVE	TENANTS	PRESENTATION
08/19/2011	RWC	SAVERS #1007	875 MAIN ST	STAFF	TRAINING
08/23/2011	MPK	ST BEDES EPISCOPAL	2650 SAND HILL RD	TEACHERS & STAFF	PRESENTATION
08/23/2011	SNC	PENCOM	1300 INDUSTRIAL RD	EMPLOYEES	TRAINING
08/29/2011	MPK	R&R JEFFERSON	155 JEFFERSON DR	ADMINISTRATIVE ASSISTANT & CUSTODIAN	TRAINING
08/30/2011	RWC	MI RANCHO SUPERMARKET	137 ROOSEVELT AVE	KITCHEN STAFF AND MANAGEMENT	TRAINING
08/30/2011	SNC	LONCAR ENT INC	777 BAY VIEW DR	KITCHEN STAFF AND MANAGERS	TRAINING
08/31/2011	RWC	MYO SCIENCE	525 CHESAPEAKE DR	CUSTODIAL STAFF AND FACILITY	PRESENTATION

Franchise codes: ATH = Atherton, BEL = Belmont, BUR = Burlingame, CSM = County of San Mateo, EPA = East Palo Alto, FOC = Foster City, HIL = Hillsborough, MAT = San Mateo, MPK = Menlo Park, NFO = North Fair Oaks, RWC = Redwood City, SNC = San Carlos, WBS = West Bay Sanitary District

Staff has commenced monthly meetings with Recology on commercial recycling and requested additional analysis on profiling the commercial customer base and the new accounts that were added during the Recycling Blitz. In addition, Staff has requested information related to the internal metrics used to measure the relative success and cost effectiveness of its commercial recycling outreach (sales) efforts. The results of these inquiries will be addressed in detail at the October 6, 2011 Board Workshop.

Background

On April 22, 2010, the Board adopted Resolution No. 2010-14 approving the Commercial Recycling Agreement between Recology and Allied Waste/Republic Services. This agreement transferred Allied’s commercial recycling outreach program to RSMC commencing on July 1, 2010. In addition, Recology moved its commercial recycling staff into the Shoreway Administration building on this date.

The Member Agencies Franchise Agreements with Recology required the company to commence the first new program, the Recycling Blitz Commercial Recycling Campaign, also on July 1, 2010. Recology’s Recycling Blitz Plan and the SBWMA Commercial Recycling Communications and Outreach Plans were shared with the Board in May 2010. These plans outline the next steps regarding stepping up efforts to increase diversion from the commercial sector in the near term.

Commencing with Recology’s first quarterly report due on April 30, 2011, the company is required to submit with each quarterly report a detailed update on its commercial recycling program outreach efforts. This requirement is prescribed in Franchise Agreement section 9.06.N, as follows:

- “N. **Commercial Recycling Promotion Program Status Report.** Contractor must prepare and submit, both quarterly and annually, to Agency and SBWMA, a Commercial Recycling Program Status Report. The Commercial Recycling Program Status Report shall include, but not be limited to:
 1. A summary of training and professional development activities for the Commercial Recycling Promotion and supervisory staff.

2. A description of the strategy and overall approach to attract and retain a high quality and effective Commercial Recycling Promotion Program and supervisory staff.
3. A description and status of meeting the goals and objectives for the Commercial Recycling Promotion team and how these goals and objectives are tied to the compensation incentive plan. (Contractor must explain how the stated goals and objectives will be accomplished if no compensation incentive plan is used.)
4. A description of Contractor's sales strategy for maintaining and/or expanding the existing Commercial Recycling account base and diversion levels.
5. A description of the services provided to the Commercial and Agency Facility sectors.
6. A detailed accounting of diversion statistics for the Commercial and Agency Facility sectors."

Recology submitted its First Quarter 2011 Report in early May and Staff's review was included in the June Board packet (agenda item 8a). However, it is important to reiterate that the commercial recycling section of the Report fell short of establishing quantifiable goals with regards to increasing diversion, nor did it provide a detailed description of the strategic approach employed by the sales team to increase diversion. While the company assured staff that quantifiable goals for the commercial recycling sales team and Commercial Recycling Manager would be developed and the details of the company's approach will be discussed at the October 6, 2011 Workshop.



STAFF UPDATE

To: SBWMA Board Members
From: Recycling Staff
Date: September 22, 2011 Board of Director's Meeting
Subject: Recycling and Outreach Programs Update

Recommendation

This is an informational report and no action is necessary.

CRRA Conference

RethinkWaste was recognized as the 2011 Award Winner by the California Resource Recovery Association (CRRA) in the "Outstanding HHW/U-/E-Waste" category for programs and services the Agency offers to residents in its service area. The award was presented on August 2, 2011 at the 35th Annual CRRA Statewide Conference & Tradeshow in San Diego. RethinkWaste also had two of its staff serve as speakers on the public outreach efforts for the rollout of the CartSMART residential services and the new collection and operations franchise agreements at the conference.

Curbside Inc., Door-to-Door HHW Program

The following eight Member Agencies are now participating in the program: Belmont, East Palo Alto, Foster City, Hillsborough, Menlo Park, San Carlos, San Mateo, and West Bay Sanitary District. Interest in the program remains strong and the company has made approximately 5,248 collections since the program started in mid-May 2010 through August 2011. Approximately 232,897 pounds of HHW material, 98,590 pounds of Universal Waste and 80,600 pounds of E-Scrap have been collected since the start of the program in May 2010. We encourage additional Member Agencies to offer the program as it provides a more convenient and cost-effective option to properly recycle and dispose of a wide variety of materials (such as common HHW) than is currently available.

Staff is aware of delays exceeding the contract standard of two weeks to provide service after scheduling an appointment and we are working with the company to get this resolved. The company has recently hired additional staff to replace those no longer with the company and to supplement their routing capacity. Staff is now getting daily reports on residents calling to schedule appointments and are reaching out to random customers (and those contacting us directly or upon request by a Member Agency) to provide more details on the current delay and ascertain their perceptions of the program. While some customers are dismayed with the current extended wait time, the majority are just happy to know the service will be coming to them soon since they typically have stored materials for many years.

Household Battery and Cell Phone Curbside Recycling Collection Program

The monthly average of batteries and cell phones collected through the curbside recycling program in 2010 was 4,400 pounds and through the first eight months of 2011 it is 4,827. A total of 53,000 pounds was collected during 2010, which is slightly less than the 57,000 pounds collected in 2009. However, it is anticipated that we will achieve an increase in batteries and cell phones collected in 2011 over 2010. The total amount of batteries and cell phones collected in July and August was 5,300 and 2,980 pounds, respectively.

RethinkWaste Website and Social Media

The RethinkWaste website continues to be updated with information on the CartSMART residential collection and new BizSMART commercial collection services. Staff's goal is to make the website the go-to source for information on future collection services.

The site averaged approximately 535 visits per week since the last Board meeting, of which over 67% were new visits. The most commonly visited sections of the site during this period continued to be "Beyond the Cart" and "Shoreway" sections.

RethinkWaste continues to use its Facebook and Twitter pages to promote program information and new services. To date, the Facebook page has 196 "fans," an increase of 6 followers since the July report. Our Facebook page can be found at www.facebook.com/rethinkwaste, and the Twitter page is located at www.twitter.com/rethinkwaste.

rethinker Newsletter

The Summer 2011 rethinker newsletter is currently in production. This issue will focus on the items that are accepted in the green Compost Cart, other program reminders and the Shoreway Transfer Station.

Schools Recycling Program Update

Staff has purchased 32 gallon recycling carts for distribution to schools in the RethinkWaste service area. The program is implemented with assistance from RecycleWorks staff who has delivered 154 carts on behalf of RethinkWaste.

Compost Giveaway Events

The RethinkWaste Fall Compost Giveaway Events have started with several planned in September and into early October. Menlo Park and San Mateo continue to host events through out the year. Dates and locations for the events can be found on the RethinkWaste website and also promoted through Facebook and Twitter.

Approved Operating Agreement Amendments or Recommended Recology Franchise Agreement Administrative Changes

Staff is requesting that Member Agencies keep us apprised if any administrative changes have been made.

<u>Agreement</u>	<u>Board Approval</u>	<u>Staff Recommendation</u>	<u>Description</u>
Operations Agreement	October 28, 2010	N/A	Amendment No. 1. Is now effective as eight Member Agencies have approved the Amendments. Approved by: Belmont, Foster City, Menlo Park, Redwood City, San Carlos, City of San Mateo, San Mateo County, West Bay Sanitary District.
Franchise Agreement(s)	N/A	Via email on October 20, 2010	Requested Member Agencies send letter accepting interest waiver offer from Recology on potential 2011 revenue requirement shortfall if rates approved after January 1 but before March 1, 2011. Approved by: Atherton, Foster City, Redwood City, City of San Mateo, San Mateo County, West Bay Sanitary District.
Franchise Agreement(s)	N/A	Via email on December 9, 2010	Overage "bags" change to "tags"; SBWMA relief from purchasing battery/cell-phone bags; On-call bulky item collection temporary schedule for January 2011. Approved by: Foster City.
Franchise Agreement(s)	N/A	Via email on December 13, 2010	Member Agency self haul remittance of payments to SBWMA by Recology. Approved by: Burlingame, Foster City, Redwood City.
Franchise Agreement(s)	N/A	Via email on June 3, 2011	Six Member Agencies (i.e., Belmont, Burlingame, Foster City, Menlo Park, Redwood City, San Carlos and City of San Mateo) are requested to allow Recology to continue using used collection vehicles through September 30, 2011. Approved by Foster City.



STAFF UPDATE

To: SBWMA Board Members
From: Hilary Gans, Facility Operations Contracts Manager
Date: September 22, 2011 Board of Director's Meeting
Subject: Shoreway Construction Update

Financial Update

On July 23, 2009 the Board approved the sale of Bonds for the Shoreway Master Plan Project in a total dollar amount of \$56.5 million of which \$46.97 million was dedicated to actual physical improvements. Through the end of August 2011 \$44,834,800 has been spent, leaving a fund balance of \$2,142,000 (The SEC Master Plan Budget table on page 4 of this report shows the Master Plan expenditures by category through August 31, 2011).

At this time, it is forecasted that there are sufficient funds to cover the remaining project expenditures through the completion of the Master Plan project without tapping the transfer station bid deduct funds of \$515,000 or the projected remaining unallocated project contingency of \$211,000.

Issues of Note

Target date for SJA Construction Completion

Phase II of the Master Plan construction contract with SJ Amoroso is complete and the contractor has been paid the final and full amount of the construction contract. The project punch-list items have all been completed and the project is waiting final inspection by the City of San Carlos Building Department (currently the buildings are being occupied under a Temporary Occupancy Permit). It is expected that the Final Occupancy Permit will be issued in September or October.

SJA and Covello removed their construction trailers from the site in August and the "construction coral" has transitioned back to employee parking. There is no longer any temporary parking at the adjacent Hatcher Press property.

Contract closeout and Transfer station conveyor system install

Phase III of the Master Plan MRF equipment installation included a design for a residue conveyor system that would carry processing residue from the MRF building to the transfer station tip floor. Due to the single stream equipment installation being completed prior to the TS building, BHS needed to return to the job to complete the conveyor "bridge" between the two buildings. BHS completed the residue conveyor installation in August. With the completion of this conveyor system, BHS's contractual obligations for equipment manufacture and installation have been fulfilled. In accordance with the contract terms, the final contract payment has been made to BHS.

Construction Update

This project update summarizes the status of the construction of the Shoreway Master Plan Phase II improvements which include the construction of a new Materials Recovery Facility (MRF) building, modifications to the Transfer Station (TS), and various site work; and Phase III improvements which are comprised solely of the purchase and installation of the single stream processing equipment. A contract in the amount of \$16,209,000 was awarded to SJ Amoroso on July 23, 2009 for Phase II of the Master Plan construction work. On October 7, 2009 the Board approved a contract with BHS for \$15,713,180, exclusive of sales tax, for the Phase III work. This

report includes a discussion of completed and upcoming construction activities, updates to the construction schedule, and a summary of the project budget.

Construction and Other Project Activities

The following construction activities occurred over the past month:

MRF Building

- o Construction complete and pending Final Occupancy permit

Transfer Station (TS)

- o Construction complete and pending Final Occupancy permit

Equipment Installation and Other Project Activities

- o Enhancements to the MRF equipment dust collection system
- o Installation of a residue conveyor-bridge between the MRF and transfer station
- o Contract Closeout and final contract payment

The following construction activities are expected to occur during the next reporting period:

MRF Building

- o Repair of ruptured City owned sewer line along Shoreway Road
- o Installation of water supply lines to MRF process area
- o Installation of education center exhibits and graphical exhibits
- o Installation of MRF educational banners and equipment component identification stickers

Transfer Station

- o Installation of MRF residue shuttle conveyor inside TS
- o Installation of water supply lines to TS floor
- o Installation of landscaping in front and back of TS

Equipment Installation and Other Project Activities

- o Enhancements to the MRF equipment dust collection system
- o Installation of equipment guarding

Construction Schedule

Construction Notice to Proceed (NTP) was issued to SJ Amoroso effective September 14, 2009. The established contract duration for Final Completion is 630 calendar days which corresponds to a completion date of June 6, 2011. A summary of the schedule's major milestones is shown on the next page:

<u>Activity</u>	<u>Contract Baseline Schedule</u>	<u>Schedule Update</u>
Notice to Proceed (NTP)	Sept. 14, 2009	Sept. 14, 2009
MRF Milestone A (MRF process area ready for equipment install)	July 11, 2010	August 21, 2010
MRF Equipment Installation Start Date	June 10, 2010	August 23, 2010
MRF Equipment Start-up	Jan 31, 2011	April 4, 2011
Transfer Station Operational (self haul tip area ready for operation)	N/A	Week of June 6, 2011
Final Contract Completion	June 6, 2011	<i>September 29, 2011</i>

Project Expenditures Summary

▪ **Construction Budget (S.J. Amoroso)**

- Monthly progress payments to SJ Amoroso for the month of July and August 2011 total \$209,048.
- Cumulative progress payments made to Amoroso through the end of August 2011 total \$16,209,000 on a total contract amount of \$16,209,000 (*Amoroso has been paid 100% of their budget for Construction*).
- Construction change order (CCO) numbers 264-267 were approved in July and August 2011 for a total of \$337,960. The sum total of all CCO approved through August 2011 is \$3,016,429 (See construction Change Order Summary for details on all approved change orders).
- A summary of approved CCOs sorted by the attributable reason for the change are presented in the table below. Attached at the end of this report (see Phase II - Preliminary Construction Change Order) is a complete list of all approved construction change orders.

<u>Reason Category for Construction Change Order</u>	<u>Abbreviation</u>	<u>Total Change Order Cost by Category</u>
Design Revision/Clarification	DR/DC	\$627,308
Differing site conditions	DSC	\$910,860
Equipment required changes	Equipment	\$622,692
Various reasons for the Change	Multiple	\$340,348
Owner requested changes	Owner	\$179,505
Permitting agency changes	Permit	\$335,516

▪ **Construction Management Budget (Covello)**

- Payments to Covello for the months of July and August 2011 total \$37,126 on a monthly forecasted amount of \$48,000.
- Cumulative progress payments made to Covello through August 2011 total \$1,754,141 on a budget of \$1,826,050. (*Covello has been paid 96% of their Construction Management budget*).

▪ **Design Support Services (JRMA)**

- Payments to JRMA for the month of July and August 2011 total \$2,295 and \$2,435 respectively on monthly forecasted amounts of \$3,500.
- Cumulative progress payment made to JRMA for Design Support Services through the end of August 2011 total \$483,482 on a project budget amount of \$597,000 (*JRMA has been paid 81% of their budgeted amount for Design Support Services*).

▪ **MRF Processing Equipment and Installation (BHS)**

- Progress payments to Bulk Handling Systems (BHS) through August 2011 include equipment retainage amount of \$655,580 and install retainage amount of \$123,118.

- Cumulative progress payments made to BHS for both equipment manufacture and system installation through the end of August 2011 total \$16,658,914 on a budget of \$16,901,400 (*BHS has been paid 99% of the budgeted amount for equipment and installation, there are still retainage dollars being with held for change order work*).

▪ **Master Plan Project - Bond Funds Status**

A summary of the Master Plan budget and expenses through August 2011 is presented in the SEC Master Plan Budget table on the next page. Through the end of August 2011, \$44,834,800 has been spent on a total project budget amount of \$46,971,900 with a project balance of \$2,142,000.

SHOREWAY ENVIRONMENTAL CENTER MASTER PLAN BUDGET						
THROUGH AUGUST 2011		(000's)				
	Vendor	Original Project Budget Amount	Allocated Contingency	Revised Project Total	Spent Amount as of 6/30/11	Remaining Amount as of 6/30/11
PROJECT COST SUMMARY						
Preliminary Costs						
Planning, Design & Engineering	Various	2,404.0	28.5	2,432.5	(2,424.6)	7.9
Bond Issuance Costs		90.5	(7.4)	83.1	(83.1)	0.0
Phase I						
Construction	Rodan	2,405.0	31.3	2,436.3	(2,436.3)	0.0
Construction Management	Covello	444.3	15.9	460.2	(460.2)	0.0
Phase II						
Construction	Amoroso	16,209.0	-	16,209.0	(16,209.0)	0.0
Construction Contingency (10%)	Amoroso		3,053.9	3,053.9	(3,006.5)	47.4
Permit, CM, & Design Support Services	Covello/JRMA	2,259.0	714.0	2,973.0	(2,663.6)	309.4
Construction Soft Costs	Various	786.7	-	786.7	(269.7)	521.9
Phase III						
Equipment Installation	BHS	2,432.4	30.0	2,462.4	(2,462.4)	0.0
Contingency (10%)	BHS		246.2	246.2	(79.0)	167.2
Camera System, elec.		85.0	-	85.0	(66.0)	19.0
Supplemental Fire Suppression		75.0	-	75.0	(22.2)	52.8
Equipment	BHS	14,273.2	81.2	14,354.4	(14,307.2)	47.2
Contingency	BHS		492.8	492.8	(333.0)	159.8
Construction Management and Soft Costs	Various	95.0	-	95.0	(12.0)	83.0
Project Total		41,559.1	4,686.4	46,245.5	(44,834.8)	1,415.6
Other Project Dollars						
Unallocated Contingency (Balance of Funds)		4,684.8		4,684.8	(4,473.4)	211.4
Transfer Station Public Area (SJA Bid Deduction)		728.0		728.0	(213.0)	515.0
Project Subtotal		46,971.9				2,142.0

5/3/11	200	CCO 200 Backing for Sealant MRF Second Floor	\$1,131	DR/DC	Furnish and install 6 inch flat strap, notched at each clip to hold backer rod and sealant for the MRF ED Center second floor deck as indicated in RFI 425.
5/3/11	201	CCO 201 Remove Diat Cover TS Brace Frame Installation	\$1,601	DR/DC	Labor to remove existing TS diat cover (therein) with the installation of the new brace frame structural steel as indicated in RFI 300.
5/3/11	202	CCO 202 Revisit MRF Precast Support Concretes	\$10,669	MULTIPLE	Labor to remove existing TS diat cover (therein) with the installation of the new brace frame structural steel as indicated in RFI 262.
5/3/11	203	CCO 203 Night Work for Underground Utilities	\$1,693	OVNER	Night work shift differential, trench shales & light tower rental for underground work to be performed at night to accommodate MRF Missions "A" and operational consti
5/25/11	204	CCO 204 MRF Fire Inspection	\$10,745	PERMIT	FO 79 Labor, material & equipment to modify fire hydrant line to run from existing main on site in lieu of new California Water Service tap at Showway Rd.
5/25/11	205	CCO 205 TS Fire Hydrant Revision	\$4,464	PERMIT	Labor, equipment and materials to perform emergency repairs to unmarked TS self haul slab over existing scale pit.
5/25/11	206	CCO 206 Repair to Underground 2 Conduit	\$2,032	DSC	Labor, equipment and materials to remediate TS self haul slab over existing scale pit.
5/25/11	207	CCO 207 Transfer Station Topping Slab Repair	\$2,765	DSC	Re-route overflow piping to existing downspout.
5/25/11	208	CCO 208 TS Fire Hydrant Testing	\$1,698	DR/DC	Labor to perform re-test of TS site fire hydrant in the presence of Belmont San Carlos Fire Department.
5/25/11	209	CCO 209 TS Fire Hydrant Nozzle	\$3,64	DR/DC	Furnish and install 12" overflow nozzle for TS Self Haul water headers.
5/25/11	210	CCO 210 Add TS Downspout Nozzle	\$3,617	DR/DC	Furnish and install elastomeric sealant at TS Self Haul addition precast panel vertical joints.
5/25/11	211	CCO 211 Precast Panel Vertical Joint Sealant - Transfer Station	\$1,877	DSC	Premium labor rate only to perform work in TS load out tunnel during special shift.
5/25/11	212	CCO 212 Premium Time for Alternate Shift - TS Load Out Tunnel	\$3,705	MULTIPLE	Defining charge for revisions to structural steel submittal.
5/25/11	213	CCO 213 Revisions to TS Structural Submittal	\$3,705	MULTIPLE	Defining charge for revisions to structural steel submittal.
5/25/11	214	CCO 214 Revisions to Exterior Metal Panel Shop Drawings	\$2,35	EQUIPMENT	Modify scaffolding for West overhead door to allow installation after owner-furnished equipment had been placed.
5/25/11	215	CCO 215 Modify Scaffolding at Door 48	\$2,35	DSC	Remove scaffolding during demolition activities at TS Self Haul expansion.
5/25/11	216	CCO 216 Remove Bolts at Transfer Station	\$2,35	DSC	Provide additional handscraping and irrigation at MRF Education Center main entrance.
5/25/11	217	CCO 217 Extend Irrigation and Planting at MRF Education Center	\$5,67	MULTIPLE	Premium time only to perform pressure washing of TS roof members on overtime.
5/25/11	218	CCO 218 Extend Working Hours to Pressure Wash TS Roof Members	\$16,502	DR/DC	Furnish and install light gauge metal framing and flashing at TS expansion joint. Finish shall be expanded metal lating. FO 71
5/25/11	219	CCO 219 Transfer Station Framing at Roof Separation	\$1,728,300	PERMIT	Furnish and install clips at MRF Education Center parapet in accordance with City Building department structural review comments.
5/25/11	220	CCO 220 MRF Parapet Framing Clips	\$1,728,300	DSC	Tucking and disposal costs only for class II classified contaminated material generated at the MRF building site. This material will be disposed of at the Fremont waste
5/25/11	221	CCO 221 Load Haul & Dispose of Contaminated Soil	\$48,915	DR/DC	Required changes to "Red Iron" structural steel components of the MRF as a result of City plan comments received after project bid period.
5/25/11	222	CCO 222 MRF Structural Steel Changes - Glazer	\$2,665	DR/DC	Modifications to the precast concrete panel top connections, reduction in panel width, bottom attachment & filling of gap between panel and slab at the MRF and the TS
5/25/11	223	CCO 223 MRF & TS Precast Panels - Clark Pacific	\$2,665	OVNER	Modify concrete slab in the outside employee area between the restroom facility and TS.
5/25/11	224	CCO 224 Concrete Patio at Transfer Station	\$3,50	OVNER	Modify handscraping and irrigation along the south access road.
5/25/11	225	CCO 225 South Access Road Landscaping and Irrigation	\$2,112	DR/DC	Sheet metal flashing at the MRF roof parapet adjacent to seismic joint.
5/25/11	226	CCO 226 Sheet Metal Flashing at MRF Education Center Parapet	\$9,97	DR/DC	Modifications to sign structure to accommodate a cantilevered design.
5/25/11	227	CCO 227 Modify East Overhead Sign Structure	\$6,45	DR/DC	Additional programming to accommodate continuous monitoring agreement between owner and monitoring company.
5/25/11	228	CCO 228 Perform Fire Alarm Monitoring Programming	\$2,162	DR/DC	Additional work to bring half II sign lettering within into the MRF facility.
5/25/11	229	CCO 229 Lay Out, Drill and Thread Wiring for Half II Sign Lettering	\$2,162	DR/DC	Light gauge framing modifications in the TS Restroom facility to accommodate plumbing rough in and PEMB cross bracing.
5/25/11	230	CCO 230 Furnish and install Wall Framing in TS Restroom	\$9,961	PERMIT	Temporary handrail required by City Inspector until permanent handrail was in place.
5/25/11	231	CCO 231 Construct Temporary Handrail at MRF	\$3,326	DR/DC	Modify downspout route and location at MRF truck dock to prevent being hit by tractor trailers.
5/25/11	232	CCO 232 MRF & Existing TS Downspout & Overflow Drops	\$4,179	DR/DC	Eliminated downspout at the loading dock and rerouted to interior storm system in it.
5/25/11	233	CCO 233 MRF Truck Dock Canopy Downspout Modifications	\$6,189	PERMIT	Modification to downspout at the TS self haul area and restroom area.
5/25/11	234	CCO 234 TS Self Haul and Restroom Area Gutter Drops	\$4,179	DR/DC	Added required tamper switches to TS fire main as required by fire codes.
5/25/11	235	CCO 235 Tamper Switches at TS Fire Main Backflow Preventer & PIV	\$22,223	PERMIT	Provide power and programming to three zones of chemical preaction system in TS.
5/25/11	236	CCO 236 TS Fire Chemical Pre-Action System Power and Programming	\$2,068	OVNER	Furnish and install four flexible hose assemblies at the TS self haul expansion.
5/25/11	237	CCO 237 Expansion for Misting System Piping	\$2,068	DR/DC	Additional light gauge framing in the MRF restroom shower areas.
5/25/11	238	CCO 238 Framed Soffit and Wing Walls at MRF Showers	\$2,876	DR/DC	Additional light gauge framing for the exhaust fans on the north side of the existing TS.
5/25/11	239	CCO 239 Modify and Add Framing at TS North Elevation for Exhaust Fans	\$10,605	DR/DC	Repair MRF misting system damaged by the MRF equipment installation.
5/25/11	240	CCO 240 Repair Damages MRF Misting System	\$2,024	EQUIPMENT	Modification to the expansion joint between the existing TS and the addition, which also added perforated metal to ventilation.
5/25/11	241	CCO 241 Flashing & Expanded Metal at TS Roof Separation	\$2,024	DR/DC	Necessary field modifications to the MRF horizontal panels along line 12.9.
5/25/11	242	CCO 242 Modifications to Horizontal Metal Panels at MRF Line 12.9	\$1,745	DR/DC	Added ladder from the existing TS to the addition as required by the City.
5/25/11	243	CCO 243 Transfer Station Ladders & Roof Walk Garings	\$2,363	OVNER	Additional signs and striping at the MRF and existing administration building.
5/25/11	244	CCO 244 RT008 Signs and Site Striping Revisions	\$1,486	DSC	Unstable subgrade material at the TS driveway along showway requiring removal prior to paving.
5/25/11	245	CCO 245 Stabilization of Subgrade South of TS Expansion	\$2,844	PERMIT	Relocate the fire inspectors test connection from the interior of the TS to the exterior of the TS.
5/25/11	246	CCO 246 Relocate Fire Test Connection at TS Self Haul	\$1,212	DSC	Remove the light pole foundation that penetrated the sanitary sewer and excavate the sewer break.
5/25/11	247	CCO 247 Remove Light Pole Base, Expose Sanitary Sewer	\$23,000	DR/DC	Reroute canopy downspout at TS Self Haul south elevation and paint.
5/25/11	248	CCO 248 Reroute Canopy Downspout at TS Self Haul	\$3,950	OVNER	Delete the new guardrail along the truck tunnel on the west side of the TS.
5/25/11	249	CCO 249 Delete New Guardrail	\$50,000	OVNER	Delete the TS east truck door widening from the phase two scope of work.
5/25/11	250	CCO 250 Eliminate Widening of TS Door	\$70,000	OVNER	Delete the MRF commodity scale from the phase 2 work.
5/25/11	251	CCO 251 Delete Commodity Scale	\$10,904	OVNER	Delete the sand/p separator at the TS.
5/25/11	252	CCO 252 Delete Sand/ Separator at Transfer Station	\$3,888	OVNER	Delete the landscaping in the area of the eliminated TS education center on the west side of the TS expansion.
5/25/11	253	CCO 253 Delete Horizontal Site Sealants and Final Saw Cut	\$9,621	OVNER	Delete the final white paving sawcut and sealant at the TS and the MRF north and west sides.
5/25/11	254	CCO 254 Delete Horizontal Site Sealants and Final Saw Cut	\$3,954	DR/DC	Add crosswalk push button controller and posts at the MRF.
5/25/11	255	CCO 255 Cross Walk Control Unit and Push Button Pedestal	\$2,135	DR/DC	Repair siding damage at the TS east truck entrance caused by the SBWMA operator.
5/25/11	256	CCO 256 Repair East Door	\$4,208	DR/DC	Furnish and install venting for the TS water heater at the TS restroom facility.
5/25/11	257	CCO 257 TS Water Heater File	\$3,888	DR/DC	Install furnished domes (raised yellow bumps) at handicap ramps on the sidewalk along Showway.
5/25/11	258	CCO 258 ADA Modifications to Showway Sidewalk Required by City	\$14,000	DSC	Remove and dispose of unanchored construction debris at the west side of the MRF.
5/25/11	259	CCO 259 Power to VCP-102 & CMCP-1-03 in TS Maintenance Bay	\$9,226	DSC	Remove and dispose of thickened AC paving during TS demolition.
5/25/11	260	CCO 260 D&V Construction Debris Disposal	\$3,026	DSC	CCO document reproduction and estimating costs for additional work at the TS that was not authorized to proceed.
5/25/11	261	CCO 261 D&V Thickened AC Removal and Disposal TS	\$16,000	OVNER	Additional mobilization costs for changes in the sequence of the civil work along the north side of the MRF to accommodate transferring the recyclables back to the new
5/25/11	262	CCO 262 Delta 9 Reproduction Costs	\$9,889	OVNER	Repair the sewer line along Showway and west of the MRF damaged by the new light pole base.
5/25/11	263	CCO 263 Delta 9 Reproduction Costs	\$9,889	DSC	City of San Carlos authorized sewer line repairs. Reimbursable to the SBWMA.
5/25/11	264	CCO 264 D&V Multiple Move Ins	\$89,211	NA	City of San Carlos authorized sewer line repairs. Reimbursable to the SBWMA.
5/25/11	265	CCO 265 Field Order 82 Rev 1 Sewer Line Repair	\$89,211	NA	City of San Carlos authorized sewer line repairs. Reimbursable to the SBWMA.
5/25/11	266	CCO 266 Field Order 84 City Requested Sewer Line Repair	\$89,211	NA	City of San Carlos authorized sewer line repairs. Reimbursable to the SBWMA.
5/25/11	267	CCO 267 Field Office Overhead	\$3,016,429	OVNER	Negotiated settlement of extended field overhead costs by the Contractor from June 7, 2011 through July 25, 2011



OCTOBER – NOVEMBER 2011 BOARD AGENDA ITEMS (SUBJECT TO CHANGE)

October 6, 2011 Special Board Workshop

- Board Workshop on Commercial Recycling Outreach and Promotion Program and Results of Recology San Mateo County Efforts

October 27, 2011 Board Meeting

- Receipt of Recology and SBR Monthly Reports
- Discussion on Quarterly Contamination Measurement Methodology for Loads of Recyclable Materials, Organic Materials and Plant Materials
- Shoreway Education Center Tour Bus Funding and Tour Reservation Protocol
- Office Lease Agreement at San Carlos Library

November 17, 2011

- Receipt of Recology and SBR Monthly Reports
- Approval of Quarterly Investment Report as of 9/30/10
- Approval of 2012 Board Meeting Calendar
- Presentation on Future Strategic Priorities and Planning
- Consideration of Shoreway Facility Tipping Fee Adjustments for 1/1/12

**SHOREWAY ENVIRONMENTAL CENTER GRAND OPENING CEREMONY SCHEDULED FOR
SEPTEMBER 27 Noon-3 pm**