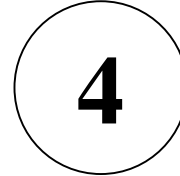




Meeting Date: June 10, 2004



Honorable Board of Directors  
Sacramento Regional County Solid Waste Authority  
Sacramento, California

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*(County of Sacramento)*

**Cheryl Creson**  
Administrator

**David A. Pelsler**  
General Manager/Engineer

**SUBJECT: REGIONAL GARDEN REFUSE FACILITY -- SITING  
PROCESS REPORT AND AGREEMENT FOR PUBLIC  
INVOLVEMENT CONSULTING SERVICES**

**RECOMMENDATION**

It is recommended that the Board:

- 1) Receive and file the attached Siting Process Report for the Regional Garden Refuse Processing Facility; and
- 2) Approve and adopt the attached resolution that authorizes the SWA General Manager/Engineer to execute a consulting services agreement with MMC Communications.

MMC will provide public involvement consulting services necessary to assist with the siting process for a Regional Garden Refuse Processing Facility.

**BACKGROUND**

Each of the SWA member agencies shares the common need to manage garden refuse cost-effectively and responsibly. Garden refuse recycling is the largest single part of our efforts to divert residential waste from landfills and to assist in achieving the State of California's 50% diversion mandate. Unfortunately, local privately operated garden refuse composting facilities have been considerable community nuisances in the past and are no longer in operation. A team of staff from the three SWA member agencies submitted a Green Waste Study to the Board in May of 2002. The staff study recommended that the SWA sponsor the development of a new, in-county, regional green waste processing facility and that the facility be developed and operated as a public-private partnership.

The following table summarizes the actions taken by the Board since 2002 to pursue public-private development of a local, garden refuse recycling facility. This SWA-sponsored facility is intended to provide better local control to prevent nuisance operations, reduce environmental impacts compared to the current practice of exporting garden refuse out of county for processing, provide long-term stability and reliability of service, and assure that garden refuse is properly diverted from disposal in accordance with State requirements.

<b>Summary of Previous Board Actions</b>	
May 2002	<ul style="list-style-type: none"> <li>• Receive a Regional Green Waste Study prepared by SWA staff;</li> <li>• Study recommends a public-private partnership for facility development &amp; operation; and</li> <li>• Directs staff to include project funding in FY2002-03 budget</li> </ul>
September 2002	Receives staff report outlining the scope of work and the request for qualifications/request for proposals process that will be used to solicit consulting services for the project.
April 2003	Authorizes Phase 1 consulting agreement with CH2M Hill for project feasibility study.
September 2003	<ul style="list-style-type: none"> <li>• Hears CH2M Hill Phase 1 report;</li> <li>• Directs staff to return with a proposed scope of work for Phase 2; and</li> <li>• Directs staff to seek tonnage commitments from member agencies</li> </ul>
November 2003	Approves Phase 2 scope of work for CH2M Hill consisting of: <ul style="list-style-type: none"> <li>• Developing statements of intent to participate with member agencies; and</li> <li>• Conducting facility siting process to identify a short list of potential sites</li> </ul>
February 2004	Receives progress report on efforts to achieve statements of intent to participate from member agencies
March 2004	Receives status report: <ul style="list-style-type: none"> <li>• Intent to participate will be made at the staff level rather than by action of elected officials; and</li> <li>• Staff will solicit proposals for public involvement consulting services to assist with the upcoming facility siting effort</li> </ul>

## **DISCUSSION**

The next step for this project is to find a preferred potential location to site the facility. Staff proposes to undertake the facility siting effort using our current technical consultant, CH2M Hill, with the assistance of MMC Communications, our recommended public involvement consultant.

Attached is a Siting Process Report from CH2M Hill that outlines our proposed siting process, which includes significant opportunities for community participation. With meaningful

community participation in the siting process, we hope to improve the prospects for achieving informed consent among the stakeholders on the preferred potential location to site the facility.

### Regional Garden Refuse Processing Facility Siting Process

The proposed siting process is described in the first attachment to this report. The proposed siting process has a significant public involvement component as shown in the figure attached to this report. Stakeholder groups will be identified, and a Project Advisory Committee (PAC) will be created to assist with the siting process. Members of the PAC will be selected from the various stakeholder groups. A Siting Process Team (SPT) will be created which may include the entire PAC or selected members, SWA staff, member agency staff currently serving on the SWA Technical Advisory Committee (SWA TAC), and selected Cities/County Solid Waste Advisory Committee (SWAC) members. The SPT will be responsible for the development of siting criteria, keeping the public informed and involved in the process, developing a short-list of potential sites, and identifying the preferred site and alternative sites.

As outlined in the attached Siting Process Report, staff plans to begin the siting process this Summer, return to the Board with a short list of preferred facility sites this coming Fall and to report back to the Board early next calendar year with a preferred facility location.

### Public Involvement Consultant Selection Process

A Request for Proposals (RFP) for public involvement consulting services was issued in March 2004. Three proposals were received. A team consisting of SWA staff and communications and media officers evaluated the proposals using the criteria provided in the RFP. Consultant interviews were held in April 2004. The firm of MMC Communications is the consensus recommendation of the evaluation team.

The consultant's cost proposal is \$152,250, which includes a 20% contingency. Modifications to the proposed public involvement scope may become necessary as the project moves forward so as to be flexible and responsive to community concerns. Thus, staff recommends that the consulting agreement include a 20% allowance (roughly \$25,400) for contingencies, which brings the total proposed limit of the contract amendment to \$152,250. There is sufficient funding remaining in the SWA FY2003-04 budget for this project.

## **SWAC**

SWAC has adopted two previous recommendations of support for this project. At its May meeting, staff briefed SWAC on the proposed public involvement consultant effort by MMC Communications. In May, SWAC adopted a motion in support of public involvement as a component of the facility siting effort. At its June meeting, staff briefed SWAC on the proposed Siting Process outlined in the attached Siting Process Report. In June, SWAC adopted a motion reaffirming its past support for the project and recommending that the project be expedited. The SWA TAC, which consists of staff from the member agencies, also recommends Board approval of the consultant agreement and the siting process.

## CONCLUSION

Staff believes that a meaningful public involvement effort must be an important aspect of the facility siting process. We have solicited proposals from local firms for such an effort and believe that MMC Communication's proposal is the best. Thus, staff recommends that the Board approve and adopt the attached resolution authorizing the SWA General Manager/Engineer to execute the Agreement with MMC Communications to provide public involvement consulting services for the Regional Garden Refuse Processing Facility project.

Further, staff also believes that the facility siting process described in the attached Siting Process report is an appropriate approach to identifying the preferred location for siting the Regional Garden Refuse Processing Facility. It is recommended that the Board receive and file the attached Siting Process Report. If the Board approves these recommendations, staff will begin the siting process this Summer and plan to report back to the Board with a short list of preferred facility sites this coming Fall.

Respectfully submitted,

Cheryl Creson,  
Administrator

By: \_\_\_\_\_

David A. Pelsler, PE, DEE  
General Manager/Engineer

Attachments: Siting Process Report for the Regional Garden Refuse Processing Facility Project  
Figure Depicting Public Involvement in the Siting Process  
Resolution Authorizing Consulting Agreement  
Consulting Agreement for Public Involvement Consulting Services

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