

# REQUEST FOR PROPOSALS RECYCLABLE MATERIALS PROCESSING

## Summary for Committee Review

It is the intent of the City of Minneapolis to accept and evaluate proposals for the processing and marketing of recyclable materials collected by the City and its contractors in the City's curbside recycling program. The goals of the City are to maximize the recyclables collected in the City that are marketed into recycled content products and to achieve the most cost-effective processing and marketing solution for the Recycling Cost Center of the Solid Waste Enterprise Fund. The use of the RFP process instead of the bid process encourages potential City vendors to submit creative proposals that will meet the goals of the City, instead of merely meeting very narrow criteria of a bid package.

The City of Minneapolis Division of Solid Waste and Recycling intends to enter into one or more contracts for the processing and marketing of source separated recyclables. Source separated recyclables are defined as recyclables that have been separated at the household "source" from garbage or yard wastes. The contract(s) will include requirements for the vendor(s) to accept materials from the City and its contractors under conditions explained in the RFP. The City will evaluate the responses on the basis of the responsiveness to provisions of the RFP, the expectation that City recyclables will be marketed to recycled product end uses, the projected net proceeds to the City including revenue sharing, processing costs and the operation and capital costs of the recycling program, and on the Contractor's ability to meet the operational requirements of the City and its collection contractor.

The RFP contains the General Requirements, which are the terms and conditions that the City expects all of its contractors to meet. These include Non-discrimination requirements, ethics requirements, insurance and hold-harmless requirements, Living Wage and Domestic Partner Benefits, etc. The Special Requirements section includes facility requirements and required documents such as marketing agreements, experience and financial statements and price proposals. The Operating Requirements section includes expectations concerning facility layout, hours of operation, cycle times, employee safety, and weighing and reporting requirements.

Proposals will be ranked according to the following criteria:

- \* Completeness of information and compliance with RFP requirements
- \* Distance from 2710 Pacific
- \* Recyclables materials contained in proposal
- \* Dumping or throughput time of vehicles
- \* Net return or cost to the City of the proposed processing and marketing proposal and the associated City and contractor recycling operation

## Background information Minneapolis Recycling Programs

Minneapolis has long been a national leader in recycling services. The city has provided curbside recycling opportunities to its residents for the past Twenty-one (21) years. In that time Minneapolis has repeatedly demonstrated its commitment to promotion of environmental and sustainability goals without compromising cost effective service delivery or outstanding customer service. Minneapolis has consistently rewarded its customers for recycling by providing a rebate on the Utility Bill to participants in the recycling program. Most cities in the region and nationwide require residents to pay an additional fee for the privilege of recycling. The city's education and outreach program has provided materials to customers to encourage recycling in English, Spanish, Hmong, Laotian and Somali. The city has required a rigorous commitment to recycling by its processing and marketing contractors, such that less than 0.5 per cent of the collected recyclables can be considered waste, and are therefore not manufactured into recycled content products. In its processing contracts, Minneapolis is unique in requiring monthly reports of the end markets for its recyclables, further insuring that recyclables collected in Minneapolis are truly recycled. The city understands that it is in partnership with its processing and marketing contractors, and has a rigorous curbside quality assurance program to insure that quality recyclable material is delivered to the processors. This program includes inspection and sorting of recyclables as they are taken from the curbside and education programs to residents to correct any misunderstandings of the program. The education components consist of tags that are left on the recycling bins and of letters that are sent directly to residents to explain why these mistakes, such as contaminated recyclables or garbage in the recycling bins, must be corrected. The cooperative program between Minneapolis customers, recycling collection personnel and the processors has insured that the goals of the program have been met. Additionally, Minneapolis receives between \$600,00 and \$960,000 per year, net of processing costs, as it's share of recyclables marketing. Minneapolis is the only city in the metro, and one of the few in the nation that receive such a high percentage of revenue from its recycling program.

Minneapolis has also been willing to pilot programs that were considered operationally or politically risky, in order to advance its environmental goals. Minneapolis has collected household batteries with recyclables for more than 12 years. We are the only city in the metro area to do this, and the cooperative battery processing program with Hennepin County has assured that these lead and mercury wastes do not go to the Hennepin County incinerator. This has resulted in air quality benefits to our customers and the region. When Minneapolis passed the Environmentally Friendly Packaging Ordinance, it was one of the only cities in the nation to collect gable top containers, aseptic containers and plastic tubs in a cooperative effort with the plastics industry to develop national and regional markets for these materials. Minneapolis was a leader in the national pilot program to collect and recycle Styrofoam. Minneapolis, in a cooperative program with Hennepin County, is the only city in the nation to routinely and separately collect computers, televisions and CRT's at the curb or alley for processing and recycling, instead of landfilling or incinerating these wastes.

Tonnages of recyclable materials collected in Minneapolis for 2000, 2001 and 2002 are attached.

## 2000 TONNAGE

	TONS	% GRAND TOTAL
<b>RECYCLING</b>		
Newspaper	13,648	8.5%
Cans-Aluminum	397	0.2%
Cans-Tin	595	0.4%
Glass	4,371	2.7%
Plastic	886	0.5%
Corrugated	753	0.5%
Phone Books	278	0.2%
Magazines	1,127	0.7%
Mix Paper	997	0.6%
Subtotal	23,052	14.3%
<b>OTHER</b>		
Household Batteries	25	0.02%
Motor Oil	137	0.09%
Tires	284	0.18%
TV's and Computers	404	0.25%
Sub total	850	0.54%
<b>APPLIANCES AND SCRAP METALS.</b>	4,638	2.9%
<b>YARDWASTE</b>	17,703	11.1%
<b>GARBAGE</b>	113,580	71.1%
<b>GRAND TOTAL</b>	183,725	

## 2001 TONNAGE

	TONS	% GRAND TOTAL
<b>RECYCLING</b>		
Newspaper	12,448	7.60%
Cans-Aluminum	402	0.20%
Cans-Tin	602	0.40%
Glass	4,313	2.60%
Plastic	949	0.60%
Corrugated	898	0.50%
Phone Books	310	0.20%
Magazines	1,055	0.60%
Mix Paper	997	0.60%
Subtotal	21,974	13.30%
<b>OTHER</b>		
Household Batteries	17	0.01%
Motor Oil	150	0.10%
Tires	294	0.20%
TV's and Computers	422	0.30%
Subtotal	883	0.61%
<b>APPLIANCES AND SCRAP METALS.</b>	5,076	3.10%
<b>YARDWASTE</b>	19,594	11.90%
<b>GARBAGE</b>	116,754	71.10%
<b>GRAND TOTAL</b>	164,281	100.01%

## 2002 TONNAGE

	TONS	% GRAND TOTAL
<b>RECYCLING</b>		
Newspaper	12,550	7.80%
Cans-Aluminum	480	0.30%
Cans-Tin	719	0.40%
Glass	4,484	2.80%
Plastic	1,052	0.70%
Corrugated	733	0.50%
Phone Books	7	0.00%
Magazines	915	0.60%
Mix Paper	916	0.60%
Subtotal	21,856	13.70%
<b>OTHER</b>		
Household Batteries	16	0.00%
Motor Oil	119	0.10%
Tires	247	0.20%
TV's and Computers	464	0.30%
Sub total	846	0.60%
<b>APPLIANCES AND SCRAP METALS.</b>	5,323	3.30%
<b>YARDWASTE</b>	17,639	10.90%
<b>GARBAGE</b>	115,826	71.70%
<b>GRAND TOTAL</b>	161,490	100.20%