

City of Biddeford
Solid Waste Management Commission
January 10, 2017 7:00 PM Public Works

- 1. Call to Order**
- 2. Approval of Minutes - December 13, 2016**
- 3. Discussion / Approval**
 - 3.1. Food Waste curbside collection draft RFP
[Curbside Collection Food Waste RFP.pdf](#)
 - 3.2. Education program
- 4. Staff Reports**
 - 4.1. PAYT bags
[SUMMARY TABLE BAGS SOLD.pdf](#)
 - 4.2. Commercial Cardboard
[CARDBOARD COLLECTION DATA.pdf](#)
[Commercial Cardboard Data Base.pdf](#)
- 5. School Programs Update**
 - 5.1. Food waste composting
- 6. Questions /Comments on Reports**
 - 6.1. Recycling Reports
[2016 RECYCLING CENTER REPORT.pdf](#)
 - 6.2. Code Enforcement Report
 - 6.3. Curbside Trash & Recycling Report
[20170105 MSW Recycle Jul-Dec YTD.pdf](#)
- 7. Commission Roster Changes**
- 8. Education/Advertising/Fiscal Year Budget**
 - 8.1. F 16/ FY 17 Budget Analysis
[Budget Analysis FY 2017.pdf](#)
- 9. Other Business**
- 10. Agenda for Next Meeting**
 - 10.1 Date: February 14, 2017

CITY OF BIDDEFORD, MAINE
CURBSIDE COLLECTION OF RESIDENTIAL
KITCHEN FOOD WASTES
REQUEST FOR PROPOSALS
JANUARY 2017

INDEX	PAGE NUMBER
Information to Responders	2
Project Background	3
Project Description	3
Qualifications of Responders	3
Guaranteed Service.....	4
Scope of Services & Proposal Content.....	4
Preparation and Submission of Proposals.....	7
Addenda and Interpretations	7
Assignments	7
Compliance with Laws & Regulations.....	7
Workers Compensation.....	7
Indemnity Clause	8
O.S.H.A. Regulations.....	8
Cancellation by City	8
Contract Administration	8
Basis for Award.....	8
Proposal Form.....	9

CITY OF BIDDEFORD, MAINE

CURBSIDE COLLECTION OF RESIDENTIAL KITCHEN FOOD WASTES REQUEST FOR PROPOSALS (RFP)

January 2017

INFORMATION TO RESPONDERS:

The City of Biddeford (hereinafter referred to as “the City”) is soliciting proposals from qualified firms able to provide Curbside Collection, Transportation and Composting of Residential Kitchen Food Wastes for the City.

The Request For Proposal (RFP) package is available at the Biddeford Public Works Department, 371 Hill Street, Biddeford, Maine and on the City’s web site (www.biddefordmaine.org). The RFP package can be mailed to any interested party upon request, however, the City is not responsible for lost or misdirected mail.

All proposals must be prepared, signed and submitted in a sealed envelope marked “Curbside Collection of Residential Food Wastes Proposal” and delivered to the ***City of Biddeford Public Works Department, 371 Hill Street, Biddeford, Maine 04005***. Proposals will be accepted until 2:00 PM (local time) on Monday, March 6, 2017. Proposals shall be publicly opened at that time and place. All proposals shall be reviewed for completeness by the Public Works Director and forwarded to the City of Biddeford Solid Waste Management Commission..

Any questions regarding the RFP should be directed to Mr. Guy Casavant, Public Works Director, in writing at the address listed above or electronically at gcasavant@biddefordmaine.org and to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of proposals.

All proposals shall become the property of the City of Biddeford. The City of Biddeford reserves the right to accept or reject any or all proposals and/or waive any or all specifications contained herein, as determined to be in the best interests of the City of Biddeford. The City of Biddeford reserves the right to negotiate with any and all Responders.

A mandatory informational pre-proposal meeting will be held at the Biddeford Public Works Department, 371 Hill Street, Biddeford, Maine, at 1:00 PM (local time) on Monday, February 27, 2017.

PROJECT BACKGROUND:

In October of 2016, the City's Solid Waste Management Commission reported to the City Council on a recommendation to reduce the City's amount and weight of solid waste. The central recommendation of the report was to introduce and make available a curbside collection service for residential kitchen food wastes.

PROJECT DESCRIPTION:

The City is seeking proposals from qualified firms to perform the curbside collection of residential kitchen food wastes and to transport said collected kitchen food wastes to a licensed facility to be composted. Specifically, the City is requesting that interested firms prepare a proposal identifying the details of that firm's plan to collect, transport and compost the residential kitchen food wastes in accordance with the directives of this RFP.

It is the City's intent to give maximum flexibility to each Responder in the development of their respective proposal. Responders may submit proposals containing various alternatives or options.

The submitted proposals shall be based upon the following data :

There are approximately 9,000 households within the City of Biddeford. The 9,000 households are contained within approximately 4,800 stops. These stops are spread over an area of approximately 32 square miles and over approximately 140 centerline miles of roads.

For the purposes of this RFP, the following definitions apply :

Household : a living unit. Examples : Single family home is 1 household, duplex is 2 households, 6 unit apartment building is 6 households.

Stop : a location where our present waste collection trucks physically stop to pick up waste. Example : a four-unit apartment building is considered 1 stop but has 4 households associated with it.

Centerline Mile : the distance along the center of a road. Example : 1 centerline mile has 2 lane miles, one in each direction.

The City requests proposals be for a 5 -year term.

Responders agree to honor any submitted proposal for a period up to nine months from the date of the proposal opening.

QUALIFICATIONS OF RESPONDERS:

No contract shall be awarded to any Responder who, as determined by the City, is not qualified to adequately perform the service due to an unsatisfactory record or inadequate experience, or who lacks the necessary capital, organization and equipment to conduct and complete the services in strict accordance with the specifications contained herein.

All Responders must furnish satisfactory evidence to the City that they have operated, presently operate, or have the ability to operate a Curbside Collection Service. The proposal shall provide a list of communities that are currently being serviced by the Responder . The list of communities shall include

length and type of contract, name and size of municipality, name of a contact person at the community and a contact phone number.

Each proposal, if a corporation, shall include the state of incorporation and its principal officers. Each proposal, if it is not a Maine corporation, must include a certified copy of the certificate to do business in the State of Maine.

All Responders shall be required to demonstrate to the satisfaction of the City that they have adequate financial resources, experienced personnel and expertise to perform services required by the specifications contained herein and shall furnish such information and/or proof of these qualifications and the qualifications of the person(s) the Responder will make as its project manager and contact person, with their proposals.

GUARANTEED SERVICE:

The Responder will be required to show means to complete the Scope of Services in the event of equipment breakdown or any other factor affecting the ability to perform the service. A Performance Bond in an amount to be negotiated shall be maintained in effect for the term of the contract.

SCOPE OF SERVICES & PROPOSAL CONTENT:

Section 1 – Curbside Collection Services.

Proposals shall provide for the weekly curbside collection of residential kitchen food wastes from any resident of Biddeford wishing to participate. As of the date of this RFP there are approximately 9,000 Biddeford residential households entailing approximately 4,800 stops throughout the City of Biddeford, Maine. No hazardous or special wastes are included in this scope of work. All materials collected by the successful responder shall be the responsibility of that responder. The firm submitting the preferred proposal shall be required to submit a proposed schedule defining daily routes of collection to the City's Public Works Director for approval prior to implementation. Trucks to be used for the curbside collection service must be approved by the City's Public Works Director. These trucks must be covered and must contain all materials, solids or liquids, which are deposited within them. Responders shall identify their required lead time for implementation following an award of contract.

Section 2 – Containers required.

The firm submitting the preferred proposal shall be required to provide appropriate containers for disposal by residents. What type of containers and how many containers per household shall be identified within the proposal. Proposals shall include a description of how the containers shall be managed and kept cleaned.

Section 3 – Transportation to Processing Facility

Proposals shall provide for the daily transportation and delivery of all collected residential kitchen food wastes to the "Processing Facility". Storage of the materials collected within the City of Biddeford shall not be allowed. The "Processing Facility" shall be a State licensed facility having the ability to compost residential kitchen food wastes. Responders shall identify the "Processing Facility" it intends on using and provide evidence of the ability to do so, through a signed contract or letter of intent. If the responder is also the owner of such a "Processing Facility" it shall be so identified.

Section 4 – Curbside Collection Service Experience and References

Proposals shall include information that clearly shows that the Responder has the necessary expertise, equipment, experience and financial capacity to provide reliable and efficient curbside collection, transportation and delivery services. Proposals must include all information detailed in the “Qualifications of Responders” section herein.

Section 5 – Record Keeping and Reporting

The Responder shall keep detailed records of all weights, hauls, manifests, and other pertinent data as required by local, state, and federal agencies. The responder shall also maintain current customer lists and a database of complaints received for review by the City upon request. The Responder will conform to all federal, state and local reporting requirements over the life of this contract. The Responder will provide any records or documentation requested by the City pertaining to the implementation of the Scope of Services contained herein within seven (7) working days of any such request.

Section 6 – Customer Service

The Responder shall provide customer service support to deal with inquiries, complaints, or other related issues which may arise from the execution of the Scope of Services contained herein. In addition, Responder shall provide detail on customer service capabilities and list specific hours of availability, days/week, response time and available contact methods.

Section 7 – Performance Bond

The successful Responder shall be required to provide a Performance Bond for the term of the contract. The dollar amount of the Performance Bond shall be negotiated between the City and the successful responder.

Section 8 – Cost Proposal

The costs for the services detailed herein shall be paid for by the individual resident requesting the curbside collection service through a periodic subscription type fee. Proposals shall identify these costs for each year of the program. The fees are to be collected by the provider of the services. All responsibilities for the collection of fees are vested in the provider of the service. The City shall not be liable for any costs associated with the services provided or for any costs associated with the collection of payment for services rendered. The proposal shall include a description of how late payments or non-payments shall be addressed.

Section 9 – Deviations

Any proposed deviations from the Scope of Services or requirements herein must be clearly set forth in writing under the heading “Deviations”. The information provided must fully and completely describe each such proposed deviation and the reason why each such deviation is fully equal or superior to the Scope of Services or requirements herein. If there are no deviations, please state the same.

Section 10 – Insurance

The Responder shall furnish proof of adequate insurance coverage of the types, and to the limits, specified below. Certificates of such insurance shall be filed with the Finance Director within five (5) days following notification of the proposal award. A 30-day notice of cancellation (except for non payment of

premium 10 days) shall apply to all policies. The City of Biddeford is to be listed as "additional insured" on all insurance certificates.

A. Indemnity Clause:

Liability Insurance will be required of the successful bidder in which the successful bidder will be required to hold harmless and indemnify the City of Biddeford from all claims legal or equitable, including court costs and reasonable attorney's fees arising out of the Contractors performance of the work required by the Specifications and this Contract.

B. Liability Insurance:

The Contractor shall carry and maintain insurance as specified below and in such form as shall protect the City of Biddeford and its employees and officials from all claims and liability for damages and bodily injury including accidental death and for property damage which may arise from operations under this Contract. The Contractor covenants and agrees to hold the City of Biddeford and its employees, agents, and officials harmless from loss and damage due to claims from personal injury and/or property damage arising from or in connection with operations under this Contract. Except as otherwise stated, the amounts of such insurance shall be for each policy not less than:

1. For liability, for bodily injury, including accidental death \$1,000,000 on account of one occurrence and \$1,000,000 aggregate limit.
2. For liability for property damage \$1,000,000 on account of any one occurrence and \$1,000,000 aggregate limit.
3. An umbrella policy in the amount of \$1,000,000 covering the underlying policies. All policies shall be so written that the City Manager's office of the City of Biddeford will be notified of cancellation or restrictive amendment at least thirty (30) days prior to the effective date of such cancellation or amendment. A certificate from the Contractor's insurance carrier showing at least the coverage and limits of liability specified above and expiration date shall be filed with the City before operations may begin. Certificates shall make no claims against the City of Biddeford or its officers for any injury to any of his officers or employees for damage to his trucks or equipment arising out of work contemplated by this Contract. The Contractor agrees to hold the City harmless from any claims so made and to indemnify the City, its officers, employees, agents, and servants from all claims legal or equitable, including court costs and reasonable attorney's fees arising out of the operation of the contract.

C. Automotive Liability Insurance:

Automotive Liability Insurance with a minimum limit of liability for bodily injury in the amount of \$400,000 for each occurrence and minimum limit of liability for property damage in the amount of \$50,000/\$100,000 aggregate.

D. Pollution Liability Insurance:

Pollution liability insurance in an amount of not less than \$1,000,000.

Section 11 – Advertising, Education and Outreach

The City of Biddeford, through its Solid Waste Management Commission, shall implement a comprehensive Advertising, Education and Outreach Program designed to promote the curbside collection of residential kitchen food wastes services detailed within this Request For Proposals. The program may include but is not limited to efforts such as direct mailings, newspaper ads/articles, web sites, social media, meetings/workshops, Public Access television and events. The City commits to annual expenditures up to \$3,000.00 in these efforts. The successful Responder shall make a company representative available at least twice a year to discuss work on these efforts. Nothing in this section shall prevent the successful firm from doing any advertising or outreach on its own to promote the program.

PREPARATION AND SUBMISSION OF PROPOSALS:

All proposals must be prepared and signed by the Responders using the "Proposal Form" contained herein to be used as the cover sheet for the proposal. Responders shall include all other information requested in this RFP and any other information or plans to be considered by the City. If submitted by a corporation, the proposal must be signed by an officer of the corporation, or by other persons authorized by a resolution of the Board of Directors.

All proposals must be written in ink or typewritten. The costs per week/month shall be identified in both words and numerals. In the event of a discrepancy or error, the cost written out in words shall govern.

Each proposal must be submitted in a sealed envelope bearing on the outside the name of the Responder, Responder's address, and plainly marked, "**CURBSIDE COLLECTION OF RESIDENTIAL KITCHEN FOOD WASTES PROPOSAL**". If forwarding by mail, the sealed envelope containing the proposal must be enclosed in another envelope addressed as specified in the INFORMATION TO RESPONDERS section. The City reserves the right to reject any and all proposals not prepared and submitted in accordance with the provisions herein, to waive any irregularities, and to accept or reject any and all proposals received without recourse of Responders if it is deemed in the best interest of the City.

ADDENDA AND INTERPRETATIONS:

No interpretation of the meaning of the project description documents or Scope of Services will be made to any Responder orally. Every request for such interpretation shall be in writing, addressed to **Guy Casavant, Public Works Director, Biddeford Public Works Department, 371 Hill St., Biddeford, ME 04005**, and to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of proposals. Questions received less than five (5) working days prior to the date fixed for opening proposals will not be answered. Any and all such interpretations and any supplemental instructions will be in the form of written addenda which, if issued, will be mailed, faxed or forwarded electronically to all prospective Responders, at the respective addresses furnished for such purposes, not later than four (4) days prior to the date fixed for the opening of proposals. Failure of any Responder to receive any such addenda or interpretation shall not relieve any Responder from any obligation under the proposal as submitted. All addenda so issued shall become part of the contract documents.

ASSIGNMENTS:

The Responder shall not assign the contract nor sublet it in whole or in part, nor delegate any of the work to be performed to any other person, firm or corporation without written approval of such act by the City.

COMPLIANCE WITH LAWS & REGULATIONS:

The collection, hauling and delivery of all residential kitchen food wastes required by these specifications shall be accomplished in compliance with all federal, state and local laws and regulations.

WORKERS COMPENSATION:

The Responder shall purchase and maintain during the life of this Contract Workers Compensation Insurance for all employees employed in the course of performing services under this Contract as awarded pursuant to the specifications contained herein, and in case any work is sublet, the Responder shall require

the Sub-Contractor to similarly provide Workers Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded the Responder. In case any class of employees engages in hazardous work under the Workers Compensation Statute, the Responder shall provide adequate coverage for the protection of employees not otherwise protected. All coverage shall be in accordance with State of Maine laws in effect. The Responder waives all claims of and right to subrogation, including any assigned subrogation rights or claims of any parties, that relate to or arise from any underlying Workers Compensation claim or injury, which claim or injury occurred during the term of the contract. In no event will the Responder bring any such claim for subrogation, it being the intent of the parties that the City will be held harmless from claims and subrogation.

INDEMNITY CLAUSE:

The successful Responder will be required to hold harmless and indemnify the City from all claims legal or equitable, including court costs and reasonable attorney's fees arising out of the Responder's performance of the work required by this RFP.

O.S.H.A. REGULATIONS:

The Responder shall comply with O.S.H.A. regulations and enforce any Sub-Contractors to abide accordingly. Any violation either by the Responder or their Sub-Contractors shall be the sole responsibility of the Responder.

CANCELLATION BY CITY:

If the Responder shall be adjudged bankrupt, or if it should make a general assignment for the benefit of creditors, or if it should cease business in the curbside collection services field, or should fail, except in cases which extensions of time are provided, to supply enough properly skilled workers or proper equipment or if it should disregard the laws, ordinances or the instructions of the City or otherwise breach any provision of the contract, then the City without prejudice to any other right or remedy and after giving the Responder seven (7) days notice and reasonable opportunity to correct any breach as established in the notice, may terminate the Contract.

CONTRACT ADMINISTRATION:

The Public Works Director will administer the provisions of the Contract for the City. All work shall be performed in a manner satisfactory to the Director. Any unsatisfactory work or performance will be documented in writing along with the appropriate remedy and timeframe for corrective action. Decisions of the Director shall be final.

BASIS FOR AWARD:

The City of Biddeford certifies the basis for award will be the most beneficial proposal submitted by a qualified Responder as determined by the Biddeford City Council.

PROPOSAL FORM

CITY OF BIDDEFORD, MAINE CURBSIDE COLLECTION OF RESIDENTIAL KITCHEN FOOD WASTES SERVICES

Proposal Submitted By:

Firm Name

Mailing Address

City, State and Zip Code

Contact Phone /E-mail

Phone No.

E-mail

Processing Facility

Periodic Subscription Fee per household :

Subscription Fee Period : Weekly or Monthly (circle one)

Year #1

Value in words

Value in numerals

Year #2

Value in words

Value in numerals

Year #3

Value in words

Value in numerals

Year #4

Value in words

Value in numerals

Year #5

Value in words

Value in numerals

Owner or Authorized Official

Date

PAY AS YOU THROW (PAYT)

1/6/2017

Bag Sales

MONTH	YEAR	LARGE BAGS CASES SOLD	SMALL BAGS CASES SOLD
JUNE	2013	12	11
JULY	2013	12	17
AUGUST	2013	29	7
SEPTEMBER	2013	12	22
OCTOBER	2013	1	1
NOVEMBER	2013	1	1
DECEMBER	2013	5	2
JANUARY	2014	5	11
FEBRUARY	2014	1	1
MARCH	2014	2	2
APRIL	2014	12	0
MAY	2014	3	0
JUNE	2014	6	3
JULY	2014	14	6
AUGUST	2014	12	7
SEPTEMBER	2014	1	1
OCTOBER	2014	2	1
NOVEMBER	2014	0	1
DECEMBER	2014	28	2
JANUARY	2015	1	2
FEBRUARY	2015	1	20
MARCH	2015	5	2
APRIL	2015	0	0
MAY	2015	1	1
JUNE	2015	18	2
JULY	2015	2	0
AUGUST	2015	14	11
SEPTEMBER	2015	2	1
OCTOBER	2015	1	1
NOVEMBER	2015	7	5
DECEMBER	2015	3	1
JANUARY	2016	11	1
FEBRUARY	2016	1	0
MARCH	2016	8	1
APRIL	2016	5	5
MAY	2016	12	9
JUNE	2016	7	6
JULY	2016	5	1

PAY AS YOU THROW (PAYT)

1/6/2017

Bag Sales

AUGUST		2016		12		2
SEPTEMBER		2016		6		5
OCTOBER		2016		1		0
NOVEMBER		2016		2		1
DECEMBER		2016				
JANUARY		2017				
FEBRUARY		2017				
MARCH		2017				
TOTALS :				283		173
TOTAL BAGS SOLD :				70,750		69,200
Large 250/case/ \$53.35 per case/ sell for \$2.00 per bag						
Small 400/case/ \$60.04 per case/ sell for \$1.50 per bag						

COMMERCIAL CARDBOARD COLLECTION DATA

1/6/2017

DATE	DAY	EMPLOYEE HOURS	WEIGHT IN POUNDS	POUNDS PER HOUR
9/9/2016	Friday	1.5	1,324	882.7
9/10/2016	Saturday	1.5	1,652	1101.3
9/12/2016	Monday	1	874	874.0
9/13/2016	Tuesday	0.5	336	672.0
9/14/2016	Wednesday	1.25	834	667.2
9/15/2016	Thursday	0.5	890	1780.0
9/16/2016	Friday	1.5	980	653.3
9/17/2016	Saturday	1.25	1,225	980.0
9/19/2016	Monday	1	740	740.0
9/20/2016	Tuesday	0.5	422	844.0
9/21/2016	Wednesday	0.75	474	632.0
9/22/2016	Thursday	0.75	548	730.7
9/23/2016	Friday	1.5	1,045	696.7
9/24/2016	Saturday	1.25	1,280	1024.0
9/26/2016	Monday	1	826	826.0
9/27/2016	Tuesday	0.75	742	989.3
9/28/2016	Wednesday	1	684	684.0
9/29/2016	Thursday	1	645	645.0
9/30/2016	Friday	1.5	798	532.0
10/1/2016	Saturday	1	970	970.0
10/3/2016	Monday	0.75	320	426.7
10/4/2016	Tuesday	0.5	360	720.0
10/5/2016	Wednesday	2	944	472.0
10/6/2016	Thursday	2.5	920	368.0
10/7/2016	Friday	3	1,440	480.0
10/8/2016	Saturday	0.75	1,134	1512.0
10/11/2016	Tuesday	0.5	358	716.0
10/12/2016	Wednesday	1.5	990	660.0
10/13/2016	Thursday	1	400	400.0
10/14/2016	Friday	0.75	1500	2000.0
10/15/2016	Saturday	1	1218	1218.0
10/17/2016	Monday	1	305	305.0
10/18/2016	Tuesday	0.75	330	440.0
10/19/2016	Wednesday	1	540	540.0
10/20/2016	Thursday	0.75	480	640.0
10/21/2016	Friday	2	1,110	555.0
10/22/2016	Saturday	1.5	1,320	880.0
10/24/2016	Monday	1	270	270.0
10/25/2016	Tuesday	1	420	420.0

COMMERCIAL CARDBOARD COLLECTION DATA

1/6/2017

DATE	DAY	EMPLOYEE HOURS	WEIGHT IN POUNDS	POUNDS PER HOUR
10/26/2016	Wednesday	1.75	870	497.1
10/27/2016	Thursday	1	380	380.0
10/28/2016	Friday	1	1,020	1020.0
10/29/2016	Saturday	1	930	930.0
10/31/2016	Monday	0	0	0
11/1/2016	Tuesday	0.5	280	560.0
11/2/2016	Wednesday	2.5	1,972	788.8
11/3/2016	Thursday	1	565	565.0
11/4/2016	Friday	1.5	870	580.0
11/5/2016	Saturday	1	960	960.0
11/7/2016	Monday	1	650	650
11/8/2016	Tuesday	1	656	656
11/9/2016	Wednesday	1.25	676	540.8
11/10/2016	Thursday	0.75	390	520
11/11/2016	Friday	0	0	0
11/12/2016	Saturday	1	1,010	1010
11/14/2016	Monday	1	726	726
11/15/2016	Tuesday	0.5	480	960
11/16/2016	Wednesday	0	0	0
11/17/2016	Thursday	2.25	1,654	735.1
11/18/2016	Friday	1	970	970
11/19/2016	Saturday	1	1,140	1140
11/21/2016	Monday	0	0	0
11/22/2016	Tuesday	1	730	730
11/23/2016	Wednesday	1.25	890	712
11/24/2016	Thursday	0	0	0
11/25/2016	Friday	0	0	0
11/26/2016	Saturday	0.75	760	1013.3
11/28/2016	Monday	0.5	180	360.0
11/29/2016	Tuesday	1	380	380.0
11/30/2016	Wednesday	1.5	820	546.7
12/1/2016	Thursday	0.75	360	480.0
12/2/2016	Friday	1.5	1,340	893.3
12/3/2016	Saturday	1	840	840.0
12/5/2016	Monday	1	360	360
12/6/2016	Tuesday	0.5	270	540
12/7/2016	Wednesday	1.5	820	546.7
12/8/2016	Thursday	0.75	210	280
12/9/2016	Friday	1.5	890	593.3

COMMERCIAL CARDBOARD COLLECTION DATA

1/6/2017

DATE	DAY	EMPLOYEE HOURS	WEIGHT IN POUNDS	POUNDS PER HOUR
12/10/2016	Saturday	1.5	780	520
12/12/2016	Monday	0	0	0
12/13/2016	Tuesday	0.75	470	626.7
12/14/2016	Wednesday	1	620	620
12/15/2016	Thursday	0.75	580	773.3
12/16/2016	Friday	1.25	740	592
12/17/2016	Saturday	1	820	820
12/19/2016	Monday	1	660	660
12/20/2016	Tuesday	0.75	510	680
12/21/2016	Wednesday	1.25	482	385.6
12/22/2016	Thursday	1.25	610	488
12/23/2016	Friday	1.5	1,130	753.3
12/24/2016	Saturday	1.75	1,098	627.4
12/26/2016	Monday	0	0	0
12/27/2016	Tuesday	1.75	1,126	643.4
12/28/2016	Wednesday	1	522	522
12/29/2016	Thursday	1.25	586	468.8
12/30/2016	Friday	1.25	1,082	865.6
12/31/2016	Saturday	0.75	872	1162.7
	TOTALS :	100.50	69,385	690.4

COMMERCIAL CARDBOARD DATABASE

1/6/2017

[illegible]

COMMERCIAL CARDBOARD PICK UP SCHEDULE

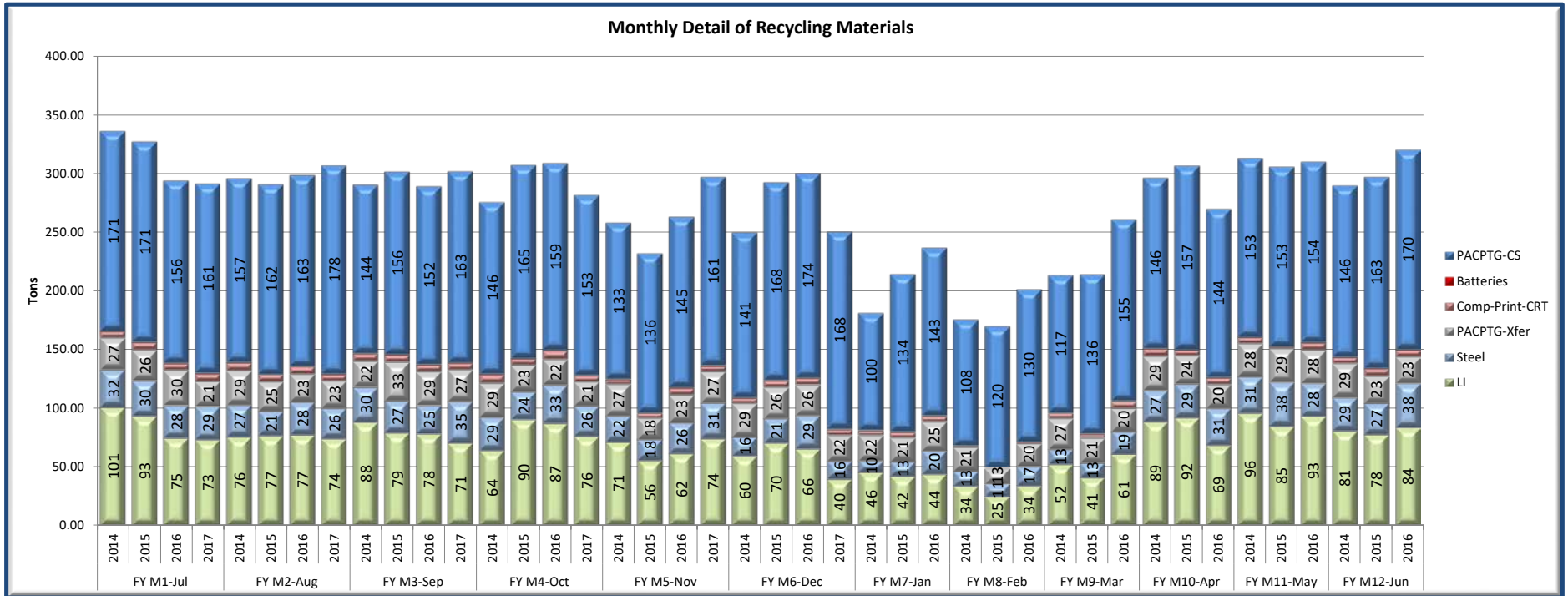
1/6/2017

Business Name	Address	Contact Name / #	Pick Up Schedule		
Ability Equip.	378 Main St.	John Leclair	Monday, Wednesday & Friday		
Ben's Flooring	572 Elm St.	Ben Beaulieu	Tuesday & Friday		
Biddeford Bottle	Alfred St.	John Marcotte	Thursday		
Duralife Decking	Morin St.		On call basis		
Doctor Winter's Office	West Cole Rd.	Debbie Bourque	Thursday		
Food Pantry	Elm St.		Tuesday, Wednesday & Thursday		
North Dam Mill	Main St.	Doug Sanford	On call basis		
Paul's Variety	Alfred St.		Monday, Wednesday & Friday		
Portland Glass	150 Alfred St.	Bernie Forcier	Thursday		
School Department	All schools	Phil Radding	Saturday		
Sea Star Market	584 Pool St.		Monday, Wednesday & Friday		
Sears	Elm St.	Rick	Friday		
Stone Soup Kitchen	Main St	Cathy Duke	Wednesday		
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
Ability Equip.	Ben's Flooring	Ability Equip.	Biddeford Bottle	Ability Equip.	
Paul's Variety	Food Pantry	Food Pantry	Doctor Winter	Ben's Flooring	
Sea Statr Market		Paul's Variety	Food Pantry	Paul's Variety	
		Sea Star Market	Portland Glass	Sea Star Market	
		Stone Soup Kitchen		Sears	
				Police Dept.	
			SATURDAY		
			All school facilities		
			ON CALL BASIS		
			Duralife Decking		
			North Dam Mill		

Department of Public Works
Monthly Recycling Report

2016	JAN		FEB		MAR		QTR 1	APR		MAY		JUN		QTR 2	6 MO TOTAL	
	Units	Lbs	Units	Lbs	Units	Lbs	Totals	Units	Lbs	Units	Lbs	Units	Lbs	Totals		
News Paper	3	7,048	5	12,178	0	0	19,226	0	0	7	17,116	0	0	17,116	36,342	
Office Paper	1	1,176	1	1,186	0	0	2,362	1	1,014	1	830	0	0	1,844	4,206	
Aluminum	0	0	0	0	0	0	0	0	0	1	1,240	1	520	1,760	1,760	
Cardboard	22	40,424	13	24,454	21	39,975	104,853	20	37,490	19	35,924	22	42,644	116,058	220,911	
Milk Jugs	0	0	0	0	0	0	0	0	0	0	0	1	934	934	934	
#1 Plastics	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	
Mixed Plastics #2	0	0	0	0	0	0	0	1	1,008	0	0	0	0	1,008	1,008	
Tin Cans	1	842	1	798	0	0	1,640	1	792	1	844	1	872	2,508	4,148	
Glass		376		666		176	1,218		342		280		360	982	2,200	
Junk Steel	8	40,180	6	33,820	8	38,660	112,660	11	62,900	11	56,680	16	75,280	194,860	307,520	
Large Item/Demo Debris		88,100		68,060		122,160	278,320		137,480		186,120		167,380	490,980	769,300	
Automotive Batteries		1,160		1,158		760	3,078		758		970		1,160	2,888	5,966	
Computers - Printers	87	1,570	36	696	34	1,108	3,374	86	1,884	115	2,238	88	2,144	6,266	9,640	
CRT's - TVs	44-79	7,016	32-76	5,918	73-109	10,108	23,042	57-107	9,046	63-105	10,238	53-137	9,222	28,506	51,548	
	JUL		AUG		SEP		QTR 3	OCT		NOV		DEC		QTR 4	6 MO TOTAL	YEAR TO DATE
	Units	Lbs	Units	Lbs	Units	Lbs	Totals	Units	Lbs	Units	Lbs	Units	Lbs	Totals		
News Paper	0	0	0	0	6	14,850	14,850	0	0	6	14,574	1	2,300	16,874	31,724	68,066
Office Paper	0	0	1	1,276	1	1,178	2,454	2	2,608	0	0	1	1,032	3,640	6,094	10,300
Aluminum	0	0	1	640	0	0	640	0	0	0	0	0	0	-	640	2,400
Cardboard	20	40,110	22	44,116	18	36,372	120,598	19	37,338	19	37,090	21	40,852	115,280	235,878	456,789
Milk Jugs	0	0	0	0	0	0	-	0	0	1	992	0	0	992	992	1,926
#1 Plastics	0	0	0	0	0	0	-	0	0	0	0	0	0	-	-	-
Mixed Plastics #2	1	830	0	0	0	0	830	0	0	0	0	0	0	-	830	1,838
Tin Cans	1	746	0	0	1	754	1,500	1	726	1	804	0	0	1,530	3,030	7,178
Glass		780		462		564	1,806		524	0	0		346	870	2,676	4,876
Junk Steel	12	57,260	10	52,280	14	70,820	180,360	10	52,060	11	61,066	7	31,000	144,126	324,486	632,006
Large Item/Demo Debris		146,600		148,400		141,220	436,220		138,140		150,020		79,660	367,820	804,040	1,573,340
Automotive Batteries		1,684		1,360		1,370	4,414		1,650		1,860		1,376	4,886	9,300	15,266
Computers - Printers	73	1,380	44	794	135	2,816	4,990	61	1,242	62	1,140	62	982	3,364	8,354	17,994
CRT's - TVs	52-153	10,928	56-127	9,516	42-123	8,102	28,546	33-142	8,294	111-29	7,598	43-104	7,770	23,662	52,208	103,756

City of Biddeford Transfer Station and Curbside Recycling Program



PACPTG-CS = paper, aluminum, cardboard, plastic, tin, glass from curbside collection

PACPTG-Xfer = paper, aluminum, cardboard, plastic, tin, glass from transfer station

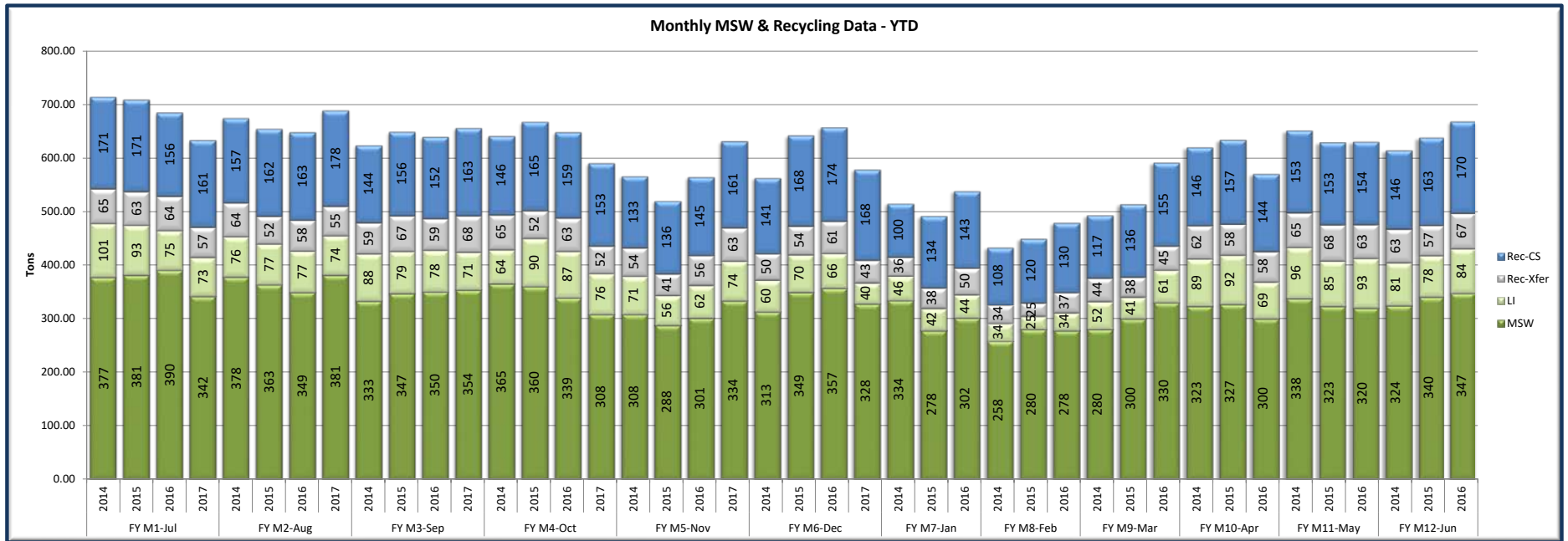
LI = large item

City of Biddeford Transfer Station and Curbside Recycling Program

Monthly Detail of Recycling Materials

Sum of Tons	Column Labels						
Row Labels	LI	Steel	PACPTG-Xfer	Comp-Print-CRT	Batteries	PACPTG-CS	Grand Total
FY M1-Jul							
2014	100.80	32.01	27.04	5.42	0.48	170.80	336.56
2015	93.44	30.06	26.23	6.38	0.46	170.84	327.41
2016	74.74	28.05	29.74	5.57	0.66	155.51	294.27
2017	73.30	28.63	21.23	6.15	0.84	161.48	291.64
FY M2-Aug							
2014	75.73	27.26	29.05	6.69	0.57	156.91	296.22
2015	76.71	20.97	25.16	6.18	0.00	162.05	291.06
2016	77.49	28.15	23.47	6.43	0.34	162.85	298.73
2017	74.20	26.14	23.25	5.16	0.68	177.75	307.17
FY M3-Sep							
2014	88.27	29.84	22.15	6.27	0.43	143.70	290.66
2015	79.17	27.48	32.76	6.04	0.61	155.84	301.89
2016	78.20	24.52	28.56	5.76	0.58	151.60	289.22
2017	70.61	35.41	26.86	5.46	0.69	163.14	302.16
FY M4-Oct							
2014	64.06	28.67	28.82	7.12	0.80	146.48	275.95
2015	90.45	23.73	22.76	5.20	0.43	165.08	307.66
2016	87.22	32.74	21.65	7.61	0.60	159.21	309.02
2017	76.27	26.03	20.60	4.77	0.83	153.40	281.89
FY M5-Nov							
2014	71.47	22.37	26.99	3.79	0.50	133.16	258.27
2015	55.76	18.06	18.21	3.95	0.39	135.88	232.25
2016	61.66	26.42	23.44	5.87	0.58	145.48	263.45
2017	74.24	30.53	26.73	4.37	0.93	160.69	297.49
FY M6-Dec							
2014	59.54	16.31	28.74	3.95	0.66	140.71	249.91
2015	70.43	21.22	26.41	5.56	0.55	168.47	292.65
2016	65.56	28.62	26.09	5.38	0.49	174.48	300.61
2017	39.83	15.50	22.27	4.38	0.69	168.16	250.82
FY M7-Jan							
2014	45.73	10.05	21.80	3.51	0.49	99.80	181.39
2015	42.23	12.62	20.65	4.09	0.73	134.06	214.38
2016	44.05	20.09	24.93	4.29	0.58	143.10	237.05
FY M8-Feb							
2014	33.93	12.96	20.59	0.50	0.24	107.64	175.86
2015	25.19	10.89	13.17	0.26	0.24	120.26	170.01
2016	34.03	16.91	19.64	0.35	0.58	130.23	201.74
FY M9-Mar							
2014	52.46	12.86	26.50	4.27	0.23	117.20	213.52
2015	41.05	12.88	21.37	2.77	0.49	135.77	214.34
2016	61.08	19.33	20.08	5.61	0.38	154.86	261.33
FY M10-Apr							
2014	88.71	26.68	29.02	6.27	0.45	145.65	296.78
2015	92.03	28.72	24.10	4.67	0.65	156.73	306.90
2016	68.74	31.45	20.32	5.47	0.38	143.83	270.19
FY M11-May							
2014	95.88	31.15	28.16	5.05	0.48	152.77	313.49
2015	84.69	37.63	28.69	1.01	0.56	153.48	306.06
2016	93.06	28.34	28.12	6.24	0.49	154.16	310.40
FY M12-Jun							
2014	80.68	28.67	28.81	5.25	0.45	146.15	290.01
2015	77.77	26.85	22.83	6.41	0.66	162.98	297.50
2016	83.69	37.64	22.67	5.68	0.58	170.22	320.48

City of Biddeford Transfer Station and Curbside Recycling Program



Rec-CS = recycling materials collected at curbside

Rec-Xfer = recycling materials collected at Biddeford Transfer Station

LI = large item

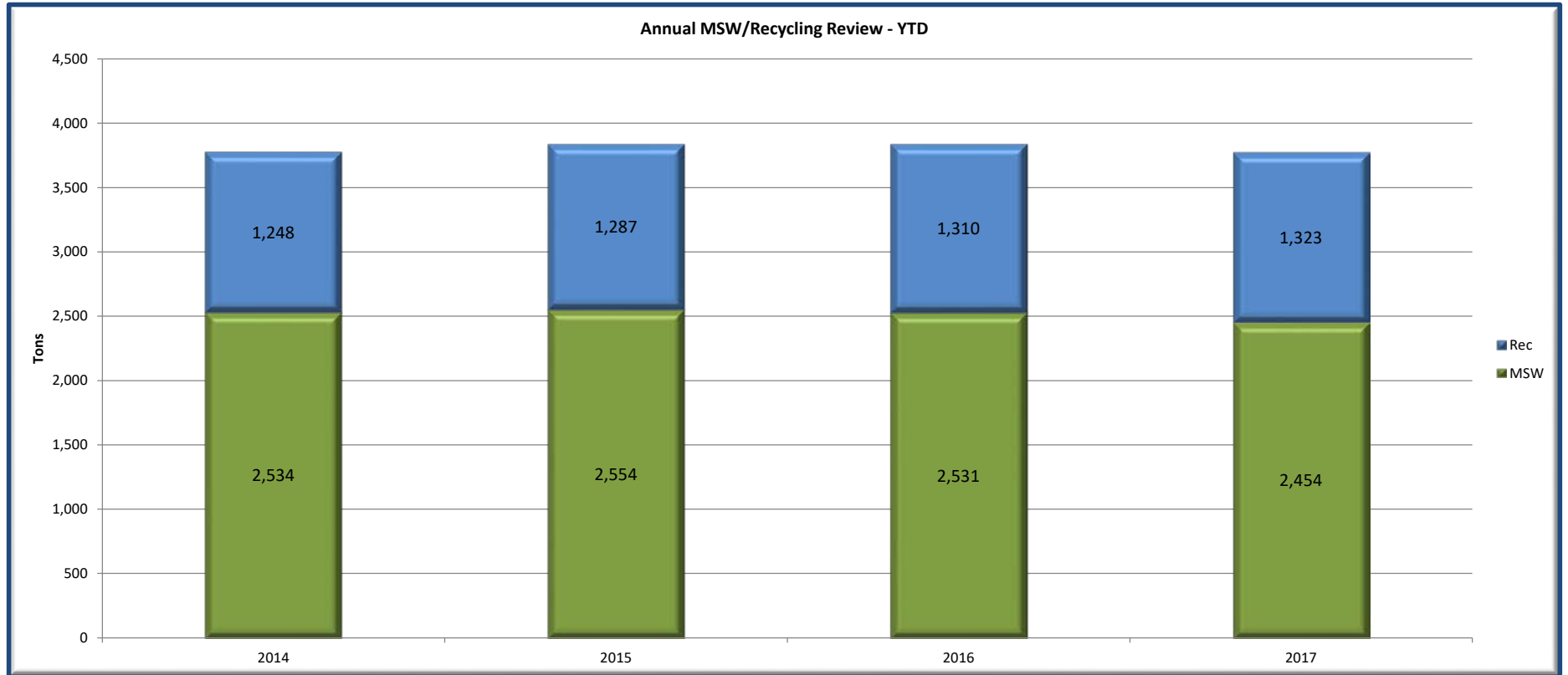
MSW = municipal solid waste

City of Biddeford Transfer Station and Curbside Recycling Program

Monthly MSW & Recycling Data

Sum of Tons	Column Labels					
Row Labels	MSW	LI	Rec-Xfer	Rec-CS	Grand Total	
FY M1-Jul						
2014	377.09	100.80	64.96	170.80	713.65	33.04%
2015	381.05	93.44	63.13	170.84	708.46	33.03%
2016	390.14	74.74	64.02	155.51	684.41	32.08%
2017	341.61	73.30	56.86	161.48	633.25	34.48%
FY M2-Aug						
2014	377.60	75.73	63.58	156.91	673.82	32.72%
2015	363.09	76.71	52.30	162.05	654.15	32.77%
2016	348.99	77.49	58.39	162.85	647.72	34.16%
2017	381.01	74.20	55.22	177.75	688.18	33.85%
FY M3-Sep						
2014	332.94	88.27	58.69	143.70	623.60	32.45%
2015	346.85	79.17	66.88	155.84	648.74	34.33%
2016	350.01	78.20	59.42	151.60	639.23	33.01%
2017	353.71	70.61	68.41	163.14	655.87	35.30%
FY M4-Oct						
2014	365.05	64.06	65.41	146.48	641.00	33.06%
2015	359.77	90.45	52.13	165.08	667.43	32.54%
2016	338.86	87.22	62.59	159.21	647.88	34.23%
2017	308.29	76.27	52.22	153.40	590.18	34.84%
FY M5-Nov						
2014	308.13	71.47	53.64	133.16	566.40	32.98%
2015	288.13	55.76	40.61	135.88	520.38	33.92%
2016	301.21	61.66	56.31	145.48	564.66	35.74%
2017	333.62	74.24	62.56	160.69	631.11	35.37%
FY M6-Dec						
2014	313.07	59.54	49.66	140.71	562.98	33.82%
2015	349.30	70.43	53.75	168.47	641.95	34.62%
2016	356.64	65.56	60.57	174.48	657.25	35.76%
2017	327.72	39.83	42.83	168.16	578.54	36.47%
FY M7-Jan						
2014	334.13	45.73	35.86	99.80	515.52	26.31%
2015	278.05	42.23	38.09	134.06	492.43	34.96%
2016	301.60	44.05	49.90	143.10	538.65	35.83%
FY M8-Feb						
2014	258.11	33.93	34.29	107.64	433.97	32.70%
2015	280.38	25.19	24.56	120.26	450.39	32.15%
2016	278.12	34.03	37.48	130.23	479.86	34.95%
FY M9-Mar						
2014	280.35	52.46	43.86	117.20	493.87	32.61%
2015	300.17	41.05	37.52	135.77	514.51	33.68%
2016	330.09	61.08	45.39	154.86	591.42	33.86%
FY M10-Apr						
2014	323.18	88.71	62.42	145.65	619.96	33.56%
2015	326.97	92.03	58.14	156.73	633.87	33.90%
2016	300.24	68.74	57.62	143.83	570.43	35.32%
FY M11-May						
2014	337.50	95.88	64.84	152.77	650.99	33.43%
2015	323.42	84.69	67.89	153.48	629.48	35.17%
2016	320.00	93.06	63.18	154.16	630.40	34.48%
FY M12-Jun						
2014	324.34	80.68	63.18	146.15	614.35	34.07%
2015	340.31	77.77	56.75	162.98	637.81	34.45%
2016	347.26	83.69	66.57	170.22	667.74	35.46%

City of Biddeford Transfer Station and Curbside Recycling Program



Fiscal Month (Multiple Items) Jul-Dec

Sum of Tons	Column Labels			
Row Labels	MSW	Rec	Grand Total	
2014	2,534	1,248	3,781	33.00%
2015	2,554	1,287	3,841	33.50%
2016	2,531	1,310	3,841	34.12%
2017	2,454	1,323	3,777	35.02%

1/6/2017

– 24

FY 16					FY 17			
Revenues					Revenues			
	Budget Appropriation		\$ 4,575.00			Budget Appropriation		\$ 4,575.00
	Casella Education Funds		\$ 1,000.00			Casella Education Funds		\$ 1,000.00
	Compost Bin/Kit. Pail Sales		\$ 1,306.00			Compost Bin/Kit. Pail Sales		\$ 114.38
						Composter Inventory Value	(18)	\$ 909.90
						Kitchen Pail Inventory Value	(8)	\$ 53.13
		Total :	\$ 6,881.00				Total :	\$ 6,652.41
Expenditures					Expenditures			
	School composting (earmarked, not used)		\$ (1,000.00)			EDDM Mailing for HHW Day		\$ 2,500.00
	Purchase Earth Machines (20)		\$ 900.00			EDDM Mailing for HHW Day		\$ 675.33
	Purchase Earth Machines (20)		\$ 929.00					
	Purchase Kitchen Pails (25)		\$ 166.00					
	Shredding Event		\$ 400.00					
		Total :	\$ 2,395.00				Total :	\$ 3,175.33
	FY 15 Budget Balance @ 6/30/16 :		\$ 4,486.00			Balance (cash and inventory) :		\$ 3,477.08
	RESERVED FUNDS AS OF 6/30/16 :		\$ 3,562.00			Balance (cash only) :		\$ 2,514.05
	TOTAL CURRENT RESERVED FUNDS:		\$ 8,048.00			TOTAL CASH AVAILABLE :		\$ 10,562.05
	NOTE : REPORTED NUMBERS ARE AS OF DEC. 24, 2016							
	NOTE : EARTH MACHINES \$50.55 KITCHEN PAILS \$6.64							24

1/6/2017

25

SOLID WASTE MANAGEMENT COMMISSION
Earth Machine and Kitchen Pail Accounting

1/6/2017

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