



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

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## **MEMORANDUM**

To: Transportation, Energy and Utilities Committee

From: Chapin Spencer, Director  
Lee Perry, Assistant Director DPW Maintenance  
Rob Goulding, Public Information Manager

Date: August 19, 2020

Re: Public Consolidated Collection Model follow up

### **Background:**

On July 28, 2020, DPW held its second public engagement meeting as an agenda item for the City of Burlington's Transportation, Energy, and Utilities Committee, to share the latest version of the feasibility study on franchised consolidated collection. The consultant presented a PowerPoint via Zoom video conference, and then there was time allotted for comments, and questions by the public, and the Committee Members. We are working with the consultant to incorporate the comments received from the public meetings and have them finalize their report.

During the process, TEUC members and a few residents asked why a municipally operated consolidated collection model had not been an option in the initial study. Staff explained that the County, City and previous TEUC membership had previously focused on a private hauler model for several reasons including an interest to avoid putting small haulers out of business. The TEUC requested DPW to come up with a framework to study a municipally operated consolidated collection model for them to review at their August meeting. TEUC members expressed an understanding at the meeting that it would take an additional 3-6 months to study the feasibility of a municipally operated model.

### **Recommendation:**

After the July TUEC meeting, staff evaluated two options:

1. Contract with a consultant to do an analysis of municipally-operated CC system – would require an additional contract (~\$35K), take ~6 months, and would at least need BOF approval if GBB was selected

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2. Do in-house financial analysis of municipally operated CC system and seek targeted consultant analysis – would take staff time, ~6 months, be cheaper (~\$5K), and allow us to get GBB to complete the analysis within existing BOF-approved contingency

Based on TUEC input and staff consideration, we are proposing to proceed with Option #2 above for the following reasons:

DPW staff has reviewed and recommends #2 for the following reasons:

- We do not have \$35K available during the COVID-19 economic constraints to pay for an additional study
- We know our costs well having run the Recycling Program for decades – and are confident that we can put the financial analysis together.
- Key questions about the viability of the City operating the system relate to land and building constraints – and we are most up to speed on those considerations and potential solutions.

Overall, Option 2 makes sense because it is cheaper, utilizes the expertise of City staff, and targets the consultant engagement to the specific area where we need their input.

### **Draft City Scope of Work:**

Here are key components we would evaluate in starting up and operating a municipally managed consolidated collection program for Burlington residents:

- Administration and Supervision
- Direct personnel salaries and benefits (includes additional staff needed to provide various solid waste and recycling services, including managers, supervisors, drivers, customer service, education and enforcement)
- Vehicle and equipment capital
- Cart procurement, replacement and repair
- One-time implementation costs
- Vehicle operating, maintenance and fuel
- Facility capital (office space, vehicle maintenance facility, cart storage, vehicle parking)
- Public education, outreach, and enforcement
- Processing and disposal
- Billing options
- Other operating and maintenance costs

### **Draft Consultant Scope of Work**

Under this approach, we would amend our contract with GBB (within the contingency limit the BOF established) to:

- Summarize the advantages and disadvantages of private hauler and municipally operated consolidated systems
- Describe which approach has worked where and why
- Provide a perspective on which approach would be a better fit based on their industry expertise and knowledge of our community

Thank you for your interest in this consolidated collection feasibility study. Don't hesitate to contact me at [lperry@burlingtonvt.gov](mailto:lperry@burlingtonvt.gov), or 802-316-7568.