



TO: Board of Contracts and Awards
FROM: Michael P. Slevin III, P.E., Director, Environmental Services *M.P.S.*
James G. Parvey, Assistant Division Manager, Office of Environmental Policy and Sustainability
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, Joe Parris, Finance/Purchasing; and Jeanne Walter, Management Analyst
SUBJECT: Sustainable Materials Management Plan; Request for Qualifications Specification No. ES14-0488F – February 24, 2015
DATE: February 2, 2015

SUMMARY:

The Environmental Services Department recommends a contract be awarded to Cascadia Consulting Group, Inc., Seattle, WA, in the amount of \$511,625, sales tax not applicable, budgeted from the ES Solid Waste Fund 4200, to develop a Sustainable Materials Management Plan.

STRATEGIC POLICY PRIORITY:

- Strengthen and maintain a strong fiscal management position.
- Foster neighborhood, community, and economic development vitality and sustainability.
- Encourage and promote an open, effective, results-oriented organization.

A Sustainable Materials Management Plan will provide a roadmap for the City of Tacoma (City) to continue and further enhance community-wide sustainability efforts as they relate to waste minimization and management. The plan will execute strategies included in the Tacoma Climate Action Plan, including waste reduction, product stewardship, life-cycle thinking, and carbon emission offsets; and thereby reinforce transparency, accountability, and results-oriented governance. Confidently reducing waste and managing materials should facilitate efficiency within the Solid Waste Management Division and its partners, and further a strong fiscal position.

BACKGROUND:

ISSUE: The 2008 Tacoma Climate Action Plan called for maximizing commercial and residential recycling and reuse, and proper deconstruction of buildings. The 2008 Tacoma-Pierce County Solid Waste Plan Supplement set a waste diversion goal of 70 percent or more by 2028, and was reaffirmed on May 13, 2014, by Resolution No. 38907, which specifically called for the development of a Sustainable Materials Management Plan.

The City's 2009 Waste Stream Composition Study found that approximately 60 percent of the waste stream was recoverable, as either compostable or recyclable material. Having a well-researched data-driven plan, with specific strategies and timelines, will give the City good grounding for achieving its 70 percent diversion goal by 2028.

The Sustainable Materials Management Plan's scope of work includes an update to the 2009 Waste Stream Composition Study, a feasibility study of a Material Recovery Facility (MRF), and culminates in a Sustainable Materials Management Plan. The plan will recommend both waste prevention and material management strategies, along with interim goals, to achieve the City's 70 percent waste diversion goal.



ALTERNATIVES: The City could continue efforts to increase diversion and recycling participation rates, but without a Sustainable Materials Management Plan, developed by experts in the field, with interim goals to validate progress, the City may risk not meeting its own fairly aggressive waste diversion goals as well as violating its agreement with Pierce County.

COMPETITIVE SOLICITATION: Request for Qualifications Specification No. ES14-0488F was opened October 21, 2014. Nine companies were invited to bid in addition to normal advertising of the project. One submittal, from a team of four firms, was received.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank or Score</u>
Cascadia Consulting, Inc. (prime contractor to Herrera, JRMA and HDR)	Seattle, WA	95/100

Pre-bid Estimate: \$500,000

The recommended award is 2.3 percent above the pre-bid estimate.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: The use and reuse of materials in the most efficient and productive ways possible throughout their life cycle not only minimizes the environmental impact of those materials themselves, but also helps conserve resources, reduce waste, and slow climate change. Minimizing waste in the first place is central to conserving natural and human resources and reducing the environmental and economic burden of managing waste.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Environmental Services Department recommends a contract be awarded to Cascadia Consulting Group, Inc., in the amount of \$511,625, sales tax not applicable, to develop a Sustainable Materials Management Plan.

FINANCE PURCHASING

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FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Solid Waste Fund 4200	80018602	5310100	\$197,795
ES Solid Waste Fund 4200	80018601	5310100	\$186,219
ES Solid Waste Fund 4200	80018404	5310100	\$127,611
TOTAL			\$511,625

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
WA Department of Ecology	80018404	6232300	\$75,000
ES Solid Waste Fund 4200	512000	Various	\$436,625
TOTAL			\$511,625

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$511,625

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes