

CCCSWA: Commercial Food Waste Collection

Scope of Services

Starting in August 2010 ESA (Contractor) will assist the Central Contra Costa Solid Waste Authority (CCCSWA) by introducing the food waste program to the remaining eligible commercial establishments in the CCCSWA service area. The remaining number of eligible businesses is estimated to be 200. This is based on the total number of eligible businesses provided by Allied (318) less the number of businesses that are already on the program (98), less businesses from the list deemed to be inappropriate candidates for this program. The Contractor will strive to add ten new commercial businesses per month.

The duration of this contract will be one year, commencing on August 1, 2010. ESA proposes to spend up to 402 hours at a cost not to exceed \$48,000 during this contract period.

- Contractor will be provided with an updated commercial food-waste rich customer list drawn from the entire CCCSWA service area.
- Contractor shall document successes and failures in the form of a business list which will be kept up to date and forwarded to the CCCSWA periodically during the course of the contract. Contractor will make at least three attempts to contact each business and encourage participation.
- Contractor shall recruit commercial businesses to divert their pre-consumer organics for separate collection and eventual use as feedstock for digesters at EBMUD's wastewater treatment plant in Oakland.
- Contractor shall coordinate with CCCSWA for outreach materials (posters, instructional flyers, and referrals of businesses expressing interest) which will be provided by CCCSWA to the Contractor.
- Contractor will provide training to each business recruited in English, Spanish or Mandarin. Contractor will strive to set up, train and start each business on the day that collection containers are delivered. Training will be in compliance with the EBMUD requirements for material (i.e. No paper, wood, metal, glass or plastic are to be included in the food waste).
- Contractor shall coordinate with Allied for delivery of in-house containers and collection containers.
- Contractor will conduct one (1) follow up monitoring for each business after program startup and training. Additional follow up and trouble shooting will be conducted by Allied's food waste customer service staff person.

- Contractor will attend project team meetings as necessary.

The project team consists of Kelly Runyon, Judith Silver, John Hanscom, Robin Schidlowski and Salvador Velasco, subcontractor.

The Contractor's role in this project does **not** include:

- Converting customers from carts to bins: Allied shall determine which customers shall be converted from cart to bin service and will work with the customer to coordinate the transition.
- On-going monitoring and trouble shooting.
- A summary report or a presentation to the Authority Board.
- Development of outreach materials.