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RICHARD VANDER MOLEN

DARWIN BAAS
Director



Board of Public Works

AGENDA

March 5, 2015
8:30 AM

Earl G. Woodworth Building
Meeting Room Chambers
1500 Scribner Avenue NW
Grand Rapids, Michigan 49504

- I. Call to Order
- II. Public Comment
- III. Consent Agenda
 - A. Review and Approval of Minutes
 - B. SWANA Conference Attendance - Action Request
- IV. Administration
 - A. GBB Efficiency Study - Action Request
 - B. Karoub Associates - Action Request
 - C. Waste Regulation Specialist – Action Request
- V. Solid Waste Operations
 - A. Unmanned Aerial Vehicle System – Action Request
 - B. Scalehouse Attendant - Action Request
- VI. Resource Recovery and Recycling Operations
 - A. MRF Loader Purchase – Action Request
- VII. Approval of Monetary Outlays
- VIII. Director's Report
 - A. Solid Waste Management Ordinance Update – Dar
 - B. Solid Waste and Sustainability Advisory Panel evaluating Part 115 - Dar
 - C. 2014 MDEQ Report of Solid Waste Landfilled in Michigan - Dar
 - D. Grand Rapids Business Journal WTE Article 02.09.2015 - Dar
 - E. Proposed Air Quality Fee Increases by MDEQ – Dar
 - F. WM Sustainable Business Forum Waste Characterization Partnership – Kristen
 - G. Go Pro Video Presentation - Nic
 - H. Christmas Light Recycling - Nic
- IX. Miscellaneous
- X. Adjournment





KENT COUNTY BOARD OF PUBLIC WORKS

**February 5, 2015
8:30 AM**

**Earl G. Woodworth Building
Meeting Room Chambers
1500 Scribner Avenue NW
Grand Rapids, Michigan 49504**

MEMBERS PRESENT: Commissioners VanderMolen, Morgan, Shroll, Byl, Bulkowski

MEMBERS ABSENT: Commissioners Vonk, Groenleer

OTHERS PRESENT: Darwin Baas, Director; Elissa Soto, Office Manager; Molly Sherwood, Environmental Compliance Manager; Kristen Wieland, Resource Recovery & Recycling Manager; Chris Robinson, WTE Operations Manager; Kimberly Williams, Finance Division Director; Dan Rose, Solid Waste Operations Manager; Joni Laming, Purchasing Division; Linda Howell, Kent County Assistant Corporate Counsel; Francine Farrington, Stephanie Lee

I. Call to Order

Vice Chair Shroll called the meeting to order at 8:30 a.m.

II. Public Comment

None

III. Review and Approval of Minutes

MOTION

It was moved by Commissioner VanderMolen and supported by Commissioner Morgan to approve the January 5, 2015 minutes.

Motion carried unanimously.

IV. Resource Recovery and Recycling Operations

A. Electronics Collection Fee Schedule

Staff requested approval of the implementation of a fee structure for the Electronics Recycling program. Proposed fees for Kent County residents are \$10 for a diagonally-measured television of 27" or less and \$20 for a television greater than 27". Proposed fees for non-Kent County residents are \$15 for a diagonally-measured television of

27" or less and \$30 for a television greater than 27".

Kent County has collected 5.6 million pounds of electronics since 2001 without charging residents a fee. Presently, televisions are accepted at three Kent County sites and processed by Comprenew. The DPW was able to offer the program at no cost. The DPW needs to implement a fee for recycling televisions at the North Kent Transfer Station, South Kent Landfill and Recycling & Education Center. The fees are expected to cover one-half to two-thirds of the actual cost of processing. The disposal fee is based on the diagonal size of the television and whether the televisions are from Kent County residents: 27" or less = \$10 charge and greater than 27" = \$20 charge for Kent County residents; 27" or less = \$15 charge and greater than 27" = \$30 charge for non-Kent County residents.

Televisions, particularly the older-style Cathode Ray Tube (CRT) televisions, present a challenge for recyclers because each contains between 5 - 10 pounds of lead in the glass display and approved downstream outlets for CRT glass processing is limited. Until recently, Michigan residents were able to drop off most electronics at no cost because manufacturers provided programs with financial support for approved and certified recyclers. Manufacturers are now limiting or have completely eliminated support of Michigan's recycling programs since State law does not ban electronics from landfills nor require any minimum collection amount.

Other collection and recycling programs and companies are charging similar fees or discontinuing television collection programs altogether. The cost-share program allows Kent County to continue to accept televisions from residents and share the responsibility of recycling them with the consumer until the State of Michigan enacts a more robust electronics recycling framework with manufacturer support.

Commissioners were curious about the change and why CRT collection is ending. Staff explained there is a lack of processing centers for the leaded glass. At one point there were a number of companies processing the glass to place in new CRT's, but consumers are no longer buying CRT's processing of the glass has ceased.

Members expressed concerns about these CRT's ending up in the waste stream. Staff explained that there is cause for concern because of the lead components in these units and presently there is no landfill ban for disposing the units. Leadership has considered banning them from the landfill altogether.

Board members appreciated the memo from Comprenew because it helped break down the issues.

MOTION

It was moved by Commissioner VanderMolen and seconded by Commissioner Byl to approve the implementation of a fee structure for the Electronics Recycling program. Fees are 27" or less = \$10 charge and greater than 27" = \$20 charge for Kent County residents; 27" or less = \$15 charge and greater than 27" = \$30 charge for non-Kent County residents.

Motion carried unanimously.

B. Feasibility Assessment for Processing Equipment at the Recycling & Education Center

Staff requested the review and approval for Nalexia, Inc. to provide a feasibility study to add a secondary baler and to proceed with the Carton Council proposal to add equipment to sort cartons as a separate commodity at the Recycling & Education Center.

The Recycling & Education Center operates with a primary baler processing nearly 30,000 tons of material in 2014. Over the past four years of use, the baler has performed well but, is subject to wear and need for maintenance and repair. In June of 2013, the baler underwent unplanned maintenance causing a two week plant shut-down resulting in the loss of 2.75 million pounds of recyclables costing nearly \$200,000 in lost revenue and disposal along with negative public relations.

A secondary baler is being evaluated to improve efficiency, eliminate added staffing to bale other materials off shift and as a backup should the primary baler need repair or maintenance during the processing shift. Nalexia, Inc., a handling equipment firm based in Grand Rapids with extensive experience in recycling facility processing equipment, was recommended by RRT, the original design firm. The Nalexia proposal is to determine possible placement, equipment specification, cost, general electrical and space requirements for a secondary baler at a cost not-to-exceed \$10,000.

The Carton Council proposal is for equipment additions, education and outreach support to enable the Recycling & Education Center to sort, bale and sell cartons and aseptic packaging, including juice boxes and "paper" milk cartons. The Carton Council proposes to provide funding for design and equipment installation and develop a community-specific education campaign. The initial project budget, to be paid by the Carton Council will range from \$100,000 - \$200,000 depending on equipment. Evaluation of a secondary baler and proposed Carton Council equipment additions will be coordinated to ensure future design, location and installation of equipment can complement each other.

Commissioner Bulkowski asked about the timeframe. Staff will move forward with the consultants within the next month with hopes of moving beginning construction by the end of summer and completed by the end of the year.

MOTION

It was moved by Commissioner Bulkowski and seconded by Commissioner Byl to approve Nalexia, Inc. to provide a feasibility study to add a secondary baler and to proceed with the Carton Council proposal to add equipment to sort cartons as a separate commodity at the Recycling & Education Center.

Motion carried unanimously.

V. WTE Insurance – 2015

Authorization was requested for the Director to acquire insurance coverage for the WTE. For the WTE Property and liability insurance renewals, staff, through the Kent County Fiscal Services Department, solicited proposals from three insurance agencies. The effective date of the insurance policies is March 1, 2015.

The Board received a recommendation from Francine Farrington, Fiscal Services Deputy Director and Stephanie Lee, Kent County Risk Manager, and a summary of the bids received. For the

2015 Coverage the only bids solicited were from the current carriers. For property insurance through Arthur J. Gallagher, with ACE, 2014 premium was a cost of \$203,705.50. The 2015 premium will be \$207,422.00 which is an increase of \$3,716.50 or 1.8%. This 1.8% increase is directly related to an increase in total values, as the premium rate remained stable. For general liability insurance, through Berends Hendricks Stuit Insurance Agency, it is recommended to renew with Chubb along with excess liability from Chubb and Scottsdale Insurance. The premium for liability coverage is a decrease from last year of \$1,928.33 for a premium total of \$157,675.50 from \$159,603.83 in the prior year, a 1.2% decrease. This decrease is related to a decrease in power production. The combined 2015 property and liability premium cost of \$365,097.50 is \$59,902.50 less than the WTE budget of \$425,000. (Additional insurance such as auto is charged by the County to this line item also.)

Stephanie Lee, Risk Manager and Francine Farrington, Fiscal Services Deputy Director were present to answer any questions.

MOTION

It was moved by Commissioner Byl and seconded by Commissioner Bulkowski to authorize the Director to acquire insurance coverage for the WTE through Arthur J. Gallagher for property at a premium of \$207,422.00 and through Berends Hendricks Stuit Insurance Agency for liability at a premium of \$157,675.50.

Motion carried unanimously.

VI. Conference/Education Travel

A. Government Finance Officers Assoc. 109th Annual Conference

Staff requested approval for the Finance Division Director to attend the Government Finance Officers Association (GFOA) 109th Annual Conference in Philadelphia, Pennsylvania.

Approval is being requested for the Finance Division Director to attend the GFOA 109th Annual Conference, May 31, 2015 – June 03, 2015 at a total cost of \$1,540.

GFOA's conference program will feature a broad range of sessions covering all aspects of state and local government finance. Finance professionals will gain practical advice and learn effective techniques to meet the continuing challenges facing the public and private sector. Speakers will include leading public-sector practitioners; experts from the auditing, banking, consulting and technology industries; and leading academic and researchers at the forefront of the public finance profession. Thousands of public finance professionals gather each year for this three-day conference to share ideas, develop technical and managerial skill, and view new products and network with peers.

MOTION

It was moved by Commissioner VanderMolen and seconded by Commissioner Byl to approve conference travel for the Finance Division Director to attend the GFOA 109th Annual Conference, May 31 – June 3, 2015 at a total cost of \$1,540.

Motion carried unanimously.

VII. Approval of Monetary Outlays

MOTION

It was moved by Commissioner Byl and supported by Commissioner VanderMolen to approve the Monetary Outlays for the month of February 2015.

Motion carried unanimously.

VIII. Director's Report

A. Division Director Recruitment – Dar

The Director provided an update that he plans to bring a request to the Board in March for an efficiency study that will include a review of how personnel are allocated within the department and would like to delay recruitment for a division director until the findings of the study are completed later this spring.

B. Solid Waste Management Ordinance – Dar

The Department has met with solid waste industry representatives several times. The industry is recommending that a surcharge be collected and remitted “wholesale” at disposal facilities as compared to “retail” by the haulers. The Director is meeting with corporate counsel to determine what adjustments to the ordinance would be needed to implement this method of collection.

C. South Kent Landfill Gas to Energy Carbon Credits – Dar

The Board was informed that the 2013 carbon credits from the South Kent Landfill landfill-to-gas project were sold.

D. WTE Circulation Line Findings – Chris

Team Environmental completed their analysis of the 2 – 30” water circulation lines that had been an area of concern for the plant. Overall the findings were positive. Although normal wear was found, it was within a normal range for 25 years of operation. One area needs to be rechecked since the initial findings were inconclusive. Risers (piping that connects the circulation lines to in plant infrastructure) will need replacing as is scheduled for 2016.

E. WTE – Michigan Star Worksite

Covanta was recognized by MIOSHA and awarded the Michigan Star Work Site for continuous development and improvement of its safety and health management system.

F. Credit/Debit Card Implementation – Kim

The Finance Director provided an update on the implementation of the credit/debit card transactions. Cards can now be accepted at North Kent, South Kent and at the administrative offices. As customers learn that we now accept credit/debit cards they are starting to use them more but it will take some time before it is fully utilized.

G. Cost Saving Initiatives – Brinks Armored Transportation – Kim

By changing the pickup schedule, the Finance Director is able to save approximately \$4000 a year in expenses related to transporting deposits. This represents a 40% savings.

H. Regional Conversations – Ottawa, Montcalm & Ionia Counties – Kristen

DPW representatives continue to meet with surrounding counties to learn more about their programs, share what we are doing and discuss areas for collaboration.

IX. Miscellaneous

None

X. Adjournment

The meeting was adjourned at 9:17 a.m.

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: IV – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Public Works Efficiency Review

DIVISION: Administration

PREPARED BY: Darwin J. Baas, Director

ACTION REQUESTED:

To review, approve and authorize the Director to sign a professional services agreement with Gershman, Brickner & Bratton, Inc. (GBB) to conduct an efficiency review of the Kent County Integrated Solid Waste Management System at a cost not to exceed \$65,000.

SUMMARY OF REQUEST:

The Kent County Department of Public Works operates an integrated solid waste management system with an annual budget of \$35 million for 2015. An efficiency study is recommended given change in leadership, retirement of department directors, a revised mission and assimilation into a new organizational structure. Division Director recruitment will be deferred pending review findings.

Deliverables include identifying changes necessary to drive efficiency, increase revenue, reduce costs and also achieve higher levels of waste diversion in Kent County, This comprehensive review includes organizational structure, training, equipment, contracts, permits, compaction ratios at the landfill, maintenance, direct costs, overhead, capital budget expenditures, and closed facilities maintenance.

Stakeholder interviews will be conducted to measure how the department is perceived by our customers and whether we are priced right in the market. The review will include a substantive look at WTE operations to ensure that Covanta, the County's operating partner, is running the facility in an efficient manner. Finance division will benefit with findings and tools plan future financial needs and implementing full cost accounting.

GBB brings a depth of national expertise in the solid waste industry, both nationally along with over 30 years of experience particularly with Waste-To- Energy operations and financial management.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve and authorize the Director to sign a professional services agreement with Gershman, Brickner & Bratton, Inc. (GBB) to conduct an efficiency review of the Kent County Integrated Solid Waste Management System at a cost not to exceed \$65,000.

ATTACHMENTS:

GBB Proposal

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____



February 17, 2015

Darwin J. Baas | Director
Kent County Department of Public Works
1500 Scribner NW
Grand Rapids, MI 49504

Re: Efficiency Review of the Kent County Integrated Solid Waste Management System

Dear Mr. Baas:

Gershman, Brickner & Bratton, Inc. (GBB) is very pleased to be asked to submit this proposal to conduct an efficiency review of the Kent County, Michigan Integrated Solid Waste Management System. GBB is very confident that our review can help the County identify opportunities for improvement within the County's existing infrastructure and services as well as identify strategies for broader changes throughout the County so that higher levels of waste diversion and waste management sustainability can be achieved. To that end, GBB is pleased to provide you with this letter proposal and agreement to conduct the referenced efficiency review.

The Kent County Integrated Solid Waste Management System is comprised of a network of facilities and services. The County has a transfer station, several convenience center locations, a single-stream materials recycling facility (MRF), a household hazardous waste (HHW) facility, a Waste to Energy (WTE) facility, an operating landfill, and a closed landfill. Additionally, the County provides an array of educational services promoting waste reduction, reuse, recycling, recovery, and disposal. The County's budget in FY2015 is approximately \$35,188,000 for the management of approximately 450,000 tons per year through its assets. Not all the waste and recyclables in the County go through or are managed by the County's assets; approximately 300,000 additional tons are managed by private parties in and out of the County. Last year, the County recycled approximately 32,000 tons through its MRF. The overall recycling diversion rate in the County appears to be in the 8-10 percent level accomplished through a combination of the County's MRF and by several private yard waste mulching/composting operations in the County. Refuse collection activities within Kent County are handled by a combination of public and private haulers. The metropolitan cities of Grand Rapids, East Grand Rapids, Kentwood, Grandville, Walker and Wyoming require all private waste haulers to be licensed within their cities.

As GBB conducts this efficiency review, it will draw upon its 34-year history of experiences and data from many other similar evaluations it has conducted for its clients. Our past work for counties, solid waste authorities, as well as cities will be important to draw upon as we review the County's current system to identify areas for improvement and broader changes overall. Our recent work in Prince George's County, MD; Harford County, MD; our past work in San Bernardino County, CA; Metropolitan Government of Nashville and Davidson County, TN; the City of Baltimore, MD; City of Sacramento, CA; City of Fort Worth, TX; and Baton Rouge, LA are examples of where we have identified major changes to make and helped achieve efficiency, savings, and higher levels of diversion.

Gershman, Brickner & Bratton, Inc.

8550 Arlington Blvd, Suite 304
Fairfax, Virginia 22031

Phone: 703-573-5800 Toll Free: 800-573-5801 Fax: 703-698-1306
www.gbbinc.com

Typically, the largest component within the overall costs that a generator bears, directly or indirectly, for waste management services (administration, collection, processing, transfer, recovery, disposal, and legacy costs) is for collection services. Collection of recyclables and waste can be approximately 2/3rds of the costs for solid waste management. And, if this function is provided inefficiently, it can provide an opportunity for significant efficiency in both how the service is delivered and the resulting cost to the customer. Often, we find that communities can reduce their costs of collection and transport of waste and recyclables by 10-15% or more. In Kent County, private, open-market collection services appear prevalent. Such systems often do not offer robust recycling opportunities and are not efficiently delivered, resulting in both higher costs and low levels of recycling, as is being experienced in Kent County currently. GBB can help the County to evaluate if changes to the collection market can be considered and estimate the impact such changes would have on both recycling/diversion and costs.

Scope of Services

Upon execution of GBB's consulting engagement and receipt of Notice-to-Proceed, GBB will conduct the following scope of services for the efficiency review:

Task 1 – Data Collection and Review / Kick-off Meeting

The GBB Project Manager will prepare and submit a data needs list to the County Project Manager and coordinate receipt of the information either in hard copy or electronic format. GBB will also set up an Internet file location for data to be uploaded. GBB would like the available information sent to GBB (as hard copy or electronic as the case might be).

Examples of the documents to be collected include: organizational chart, training programs, equipment list, compaction ratios and landfill flyover data as/if such exists, closure plans, scale data, equipment maintenance logs, direct cost elements, indirect costs including overhead, current budget and public information pieces for citizens and businesses. Capital budget and financing data for equipment and County facilities will also be requested. Information about the County's closed landfill and post-closure care activities will also be required. Copies of contracts/service agreements the County has with current service providers will be important to receive as well as most recent annual reports from them. As necessary, GBB will contact, by telephone or email, the sources identified by County staff to obtain the documents, and GBB will look to the staff to facilitate document collection. Third party consultant studies and independent reviews of any aspect of the County management or operations should be considered as information for GBB to receive.

As data and reports are received, they will be reviewed by the GBB project team members so as to become more familiar with the County's specific system elements and functions and to prepare ourselves for the upcoming time in Kent County doing field research and making observations of the County system and County-wide solid waste and recycling activities.

During this task, GBB will collect information regarding the disposal market in the region, specifically the Waste Management Autumn Hills RDF facility in Zeeland, MI, the Republic Services Ottawa County Farms landfill in Coopersville, MI, and the Republic Services Central landfill in Pierson, MI. Through public records, contact with the disposal facilities, and calls to regional industry participants, both public and private, GBB will determine the range of tipping fees charged by each facility to commercial customers and municipal customers within Kent County. This includes both fees established through

formal municipal contracts and informal contracts with commercial haulers servicing municipalities in the County. During task 2, this pricing data will be further confirmed during any hauler interviews that occur.

The County and GBB project managers will schedule a 'kick-off call' at a time when most of the information from the data request is received and GBB has had a chance to complete its initial GBB review. During this kick-off call, GBB will identify any data and information that is missing or needs to be supplemented and request the County to obtain additional documents or prepare additional reports. GBB suggests that this kick off call be attended by the County's Public Works leadership most involved with solid waste management. The kick-off call will also review GBB's schedule and plan for the field work and how that will be carried out in close coordination with the County. GBB's four-member project team will be present on this kick-off call. For the call, the GBB Project Manager will submit in advance a draft itinerary and schedule for the field work outlined below in Task 2. It will be important for the County to designate individuals to help set up the required meetings as well as accompany the respective GBB personnel during the field work.

Task 2 – Field Work

GBB proposes to have four of its consulting staff conduct the necessary field work for this efficiency review. GBB staff member present would focus on gathering information about a different portion of the County's system during the first two days of the field visit, as follows:

- Harvey Gershman – organizational review, advisory and stakeholder interviews, and financial review
- Tom Reardon – WTE facility, operating landfill, and closed landfill
- Brad Kelley – MRF, convenience centers, HHW facility, and transfer station
- Elizabeth Rice – financial review, and collection practices and services by others in County review

For the organizational review, GBB will look at the County's organizational structure, alignment, functions, as well as training programs that are made available to management and staff. Mr. Gershman proposes to lead a workshop of the Department's management and key employees and have a discussion about the organization, what it does, and seek ideas for improvement and change. Ideas from this workshop will be further reviewed by the GBB team. To find out how the County's system and services are perceived by outsiders, Mr. Gershman proposes to conduct some interviews with key stakeholders. We leave it up to the County to decide who best this might be in the limited time we have to do this. It may be that meetings with one, two, or at most three at a time can work.

The reviews of operating facilities, whether by the County or by service providers, will include touring the assets and meeting with the respective managers for each. These interviews will seek to understand the various functions and roles performed at each asset, its relationship to the organization overall and seek to learn of efficiency ideas to consider. GBB will review the operational functions and work flow processes. For example, at the operating landfill, GBB will look at the existing operating footprint and evaluate staffing levels for the quantities handled. Airspace is a landfill's most valuable asset and optimal waste placement is a key to preserving the available airspace. The GBB Project Team will conduct visual observations and data analysis to determine current waste placement practices. GBB will provide recommendations to optimize compaction based on the use of the right equipment, the waste

composition, and volumes received. At the MRF, GBB will evaluate its operational efficiency and will analyze data relating to residues and material recovery. Important also is to understand the ability of the MRF to take more materials since one of the County's objectives is to increase diversion for recycling. At the WTE Facility, GBB will review how the operator performs, availability, and whether performance indicators are relative to industry practices at other WTE Facilities. Also, for the WTE facility evaluation, GBB will review items such as the service agreement, facility operations and performance reports to assure that the facility is being operated in compliance with the existing agreement and permits, recommend potential modification to operations and or waste flow to improve the system efficiency and potentially improve the County's revenues and reduce costs.

The financial review will look at both revenue and expense sources and capital improvement programming and plans. Mr. Gershman and Ms. Rice will have reviewed provided financial statements and historical and budgeted expenses and will come prepared to ask questions of the County staff directly involved in managing the County's financial records for the County's system. Focus on tonnage trends and practices need to be reviewed to understand whether the County system is in jeopardy to losing tonnages as well as potentially gaining tonnages to manage. Additionally, GBB would like to evaluate a full-cost accounting review of the organization. GBB has extensive experience in doing such reviews and if the County does not have a history with full-accounting reviews, GBB will provide the County with an example of a review from a similar County system so that the County can carry out such a review. This tool, once prepared, is most helpful to modify for evaluating future changes to the County's system and the affect changes would have on revenue requirements, costs, and fees that would need to be charged. We propose that Mr. Gershman and Ms. Rice meet with designated County staff so that they could prepare the necessary analysis and provide the results to GBB. Alternatively, GBB could do this work with an adjustment to our budget. However, we feel it preferable that the County learn how to do this and end up with the ability to use this tool in the future as well.

Task 3 – Deliverables

The first deliverable will be a PowerPoint for a briefing with Department of Public Works leadership. During the third day of the field visit, the GBB team will come together to discuss our findings and preliminary ideas for evaluation, and will compile this into a PowerPoint briefing document. During the fourth day of the field visit, the GBB team can use this briefing document to present our preliminary findings to the Department of Public Works leadership team members. During this meeting, the ideas presented can be vetted and the ideas prioritized for further development by GBB following the field work.

A draft report would next be prepared. This draft report will summarize the data and information reviewed, the findings of the field trip, the ideas we identified, the areas that were decided for further evaluation, and the further analysis of those ideas and the impacts those ideas could have on the County system as well as the County more broadly, as appropriate. Where possible, actual estimates of reductions, savings, additional revenue, capital needs, operational changes, etc. will be presented with supporting analysis. Any modelling that is done to support the analysis will be shared with the County. The draft report will be provided in electronic editable format.

To review the draft report and obtain preliminary feedback, a conference call/web meeting will be scheduled to page through the draft report, discuss it, explain it, and hear preliminary comments. Following this call, the County Project Manager will send GBB its comments to be addressed in the next

version of the report. For budgeting purposes, GBB would expect to receive such comments within 30 days of submittal of the Draft Report. GBB will then advance the draft report into the Final Report within 10 days after GBB receives comments. GBB has budgeted for five (5) hard copies of the report to be produced along with an electronic PDF and editable files for the County. The PDF version will be suitable for posting on the County’s web site if desired.

GBB Project Team

I, Harvey Gershman, President, will be responsible for overseeing and leading this assignment. Tom Reardon, Vice President, will manage our day-to-day work on this project. Bradley Kelley, Senior Engineer, and Elizabeth Rice, Senior Consultant, will round out our project team for this efficiency review. We will engage others at GBB to support contract activities as needed.

Timetable

We understand the County is eager to perform this evaluation so as to begin benefitting from the ideas that we may find and suggest, as well as consider as input for future strategic planning the County may decide to undertake. The GBB team proposes the following schedule for execution of all work.

Task	Task Description	March				April				May				June			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
	Response Deadline (Friday, March 27, 2015)				x												
	Notice to Award issued to GBB					x											
	Consultant Contract execution						x										
1	Data Collection and Review																
	A/B Data Collection and Review																
	C Kick-off Conference Call						x										
2	Organizational and Operational Review																
	A Review Existing Org Structure																
	B Access Staffing Levels																
	C Review Supervisory ratios																
	D Review Employee training																
	E Assess interdepartmental relationships																
	F Interview Selective staff																
	G Review Revenue and Expense																
	H Expense analysis																
	I Sub-contracting, Public Private Opportunities																
	J Review Operational Functions and work flow																
4	Deliverables																
	A Presentation to County																
	B Draft Evaluation Report																
	C Final Evaluation Report																
	Project Mgmt. Including Status Conference Calls (Almost EDW recurring task)																

Key

GBB Task
KC Task
GBB/ KC Task
Deliverables
95-Day Mark
x = Target Date

Fees

The GBB Project Team will complete the required research, analysis and reports under Tasks 1 through 3 on a time and material basis not to exceed Sixty-five thousand dollars (\$65,000.00). We shall submit our invoices on a monthly basis and expect invoiced amounts due to be kept current net 30 days. All work will be performed in adherence with the GBB General Terms and Conditions for Professional Services, attached.

Approval of Services Agreement

In carrying out this assignment, GBB represents that as an independent consultancy it has no known conflicts of interest and will make best efforts to maintain such during the course of this engagement.

We very much appreciate the opportunity to be of service, and to provide the necessary assistance; we agree that this letter and its attachment constitute the arrangement pursuant to which our Services will be provided. Please execute a copy of this letter and return an original signed copy as well as scan and email an electronic copy to my office.

We are confident that we can provide a valuable service and we look forward to your consideration of our engagement for this efficiency review. If you have any questions or need additional information, please contact me at 800-573-5801, by email at hgershman@gbbinc.com, or to my cell phone at 301-807-2688.

Sincerely,

Gershman, Brickner & Bratton, Inc.



Harvey W. Gershman
President

Attachments

Approval:

This letter correctly sets forth the understanding of Kent County:

Signature: _____ Date: _____
Darwin J. Baas | Director
Kent County Department of Public Works

Attachments:

- A – 2015 Compensation Rate and Fee Schedule
- B – GENERAL TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Attachment A

**2015 - GERSHMAN, BRICKNER & BRATTON, INC.
 COMPENSATION RATE AND FEE SCHEDULE ^(1, 2, 3, 4)**

POSITION	(\$ PER HOUR)
President	254.00
Executive Vice President	227.00
Sr. Vice President	212.00
Special Principal Associate	196.00
Vice President	180.00
Principal Associate Engineer	164.00
Principal Associate	154.00
Sr. Project Manager/Sr. Project Engineer/Sr. Associate Engineer	149.00
Project Manager/Sr. Associate	130.00
Project Engineer/Sr. Consultant/Support Director	116.00
Consultant II/Engineer II/Contract Administrator	96.00
Consultant I/Engineer I	74.00
Administrative Support	57.00
Clerical/Support Staff/Research Assistant/Graphics Coordinator	45.00

EXPENSES ⁽³⁾	CHARGE
Personal Car/Company Car	Current IRS Rates per mile ⁽⁴⁾ (or \$86.25/day + fuel, whichever is less)
Local Travel Expenses (tolls, parking)	As Incurred
Room and Board	As Incurred
Airfare	Coach Class, Discount Fares When Available
Car Rental	Discount Rate
Duplicating (black and white)	\$.15 per Copy
Duplicating (color)	\$.25 per Copy
Long Distance Telephone	As Incurred
Graphics and Art	As Incurred
Messenger and Delivery Service	As Incurred
Subcontractors	As Incurred
Facsimile Communications Outbound	\$0.50 per page

⁽¹⁾ Effective January 1, 2015 through December 31, 2015. Subject to January 1st annual increase based on CPI.

⁽²⁾ For payments not received within 30 days of invoicing date, interest charge of 1.00 % per month will be applied.

⁽³⁾ A Fee of 10 percent applied to expenses, including subcontractors.

⁽⁴⁾ Subject to adjustment per IRS guidelines (or \$86.25/day + fuel-which-ever is less).

Attachment B

GERSHMAN, BRICKNER & BRATTON, INC.

GENERAL TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

WHEREAS based on the attached Letter Agreement, Kent County, Michigan ("CLIENT") intends to engage Gershman, Brickner & Bratton, Inc., Fairfax, Virginia, (hereinafter called "GBB") to provide certain professional consulting services (hereinafter called the "Project") as more specifically described in the Letter Agreement. NOW, THEREFORE, the CLIENT and GBB do hereby agree as follows:

ARTICLE 1. SCOPE OF SERVICES – GBB shall perform the PROJECT effort as outlined in the attached Letter Agreement.

ARTICLE 2. PROJECT SCHEDULE – GBB is authorized to begin work as of the date that authorization to proceed is received and shall be completed according to a schedule mutually agreed upon between the CLIENT and GBB and may be adjusted, in accordance with these Terms and Conditions mutually agreed upon between the CLIENT and GBB.

ARTICLE 3. CHANGES IN SCOPE AND PROJECT SCHEDULE – If unanticipated events occur during the PROJECT, whereby a change in direction, additional effort, or suspension of work is required, the scope of services may change. GBB will inform the CLIENT or CLIENT will inform GBB so that negotiation of change in scope and any adjustment to the time of performance can be effected as required. If such change, additional effort or suspension of efforts results in an increase or decrease in the cost of or time required for performance of the services, whether or not changed by any order, an equitable adjustment shall be made and the Letter Agreement modified accordingly. Cost and schedule commitments shall be subject to renegotiation for unreasonable delays caused by the CLIENT'S failure to provide specified facilities or information, or for delays caused by unpredictable occurrences or force majeure, such as fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdown, acts of God or of the public enemy, or acts or regulations of any governmental agency. Temporary work stoppage caused by any of the above may result in additional costs (reflecting a change in scope) beyond that outlined in the Letter Agreement. Any change in scope shall be agreed to in advance and in writing by both parties.

ARTICLE 4. RESPONSIBILITIES OF THE CLIENT – The CLIENT will: (1) Upon request by GBB, furnish GBB with copies of data, reports, surveys, and all other materials and information available to the CLIENT, whether or not identified by GBB as being required for this PROJECT which are now or during the duration of the PROJECT in the CLIENT'S possession; (2) Provide, and assume responsibility for the accuracy and completeness of data it provides for the PROJECT, and indemnify and hold GBB harmless against all losses or claims, including attorney's fees, arising or allegedly arising from acts of the CLIENT or any of its employees or agents or that are based upon information, representations, reports or data furnished, prepared or approved by the CLIENT or its designee for use by GBB; (3) Provide to GBB copies of any press releases, newspaper clippings, articles, videos, and other media materials related to the PROJECT which allows GBB to be aware of the current situation and to carry out GBB's duties as described herein; (4) Examine all projects, specifications, analyses, proposals, reviews and other documents presented by GBB to the CLIENT, and promptly render in writing the decisions pertaining thereto within a week, or, if longer time is needed, within a mutually agreed schedule; and (5) Designate in writing a contact person (Client Project Manager) who shall serve as the principal contact for CLIENT as to communications and transmittal of reports and other documents by GBB, and who shall be responsible for dissemination of such reports and documents and communications among appropriate decision-makers of CLIENT.

ARTICLE 5. PAYMENT – Payment for GBB'S services shall be in accordance with Letter Agreement. Payment for additional services rendered by GBB, if any, shall be as negotiated. All payments to GBB are due and payable within twenty one (21) days of submission of invoice to CLIENT. Any invoices unpaid after twenty one (21) days shall accrue interest at the rate of one percent per month. However, if the CLIENT does not make payments to GBB in accordance with Article 5, GBB may suspend its services without liability on the basis of nonperformance on the part of GBB after giving the CLIENT seven (7) days written notice. Time is of the essence in payment of invoices, and timely payment is a material part of the consideration of this AGREEMENT between GBB and the CLIENT. When such progress payments are restored, GBB will continue its services with appropriate adjustments, if necessary, to the PROJECT Schedule.).

ARTICLE 6. INSURANCE – GBB shall, during the performance under the Letter Agreement, keep in force the following insurance: (1) Workman's Compensation Insurance, including Employer's Liability Insurance for its employees; (2) Comprehensive General Liability Insurance, covering bodily injuries and property damage with a combined single limit of \$1,000,000 and general aggregate \$2,000,000; (3) Comprehensive Automobile Liability Insurance, including operation of owned, non-owned and hired automobiles, covering bodily injury and property damage with a combined single limit of \$1,000,000; and (4) Umbrella/Excess Liability Insurance single limit of \$1,000,000 and general aggregate \$2,000,000.

ARTICLE 7. INDEPENDENT CONTRACTOR – GBB'S services shall be furnished by GBB as an independent contractor and nothing herein contained shall be construed to create a relationship of employer-employee or master-servant, but all payments made hereunder and all services performed shall be made and performed by GBB as an independent contractor.

ARTICLE 8. GENERAL CONSIDERATIONS –

- GBB shall be responsible for the performance of services in accordance with the standard of practice ordinarily exercised by the profession at the time and within the locality where the services are performed. Services are not subject to, and GBB does not provide, any warranty or guarantee, express or implied, including warranties or guaranties contained in any uniform commercial code. Any such warranties or guaranties contained in any purchase orders, requisitions or notices to proceed issued by CLIENT are specifically objected to.
- GBB bases its decisions and recommendations solely on the conditions about which GBB is aware during its performance of services to the CLIENT and is not responsible for the impact of any actions by the CLIENT or others after this period.
- GBB shall not disclose, or permit disclosure of any information designated by the CLIENT as confidential, except to its employees and those who need such information in order to properly execute the services of the Letter Agreement.
- All CLIENT documents and their contents provided to GBB pursuant to this agreement shall be considered as confidential unless they are to become public record as part of the proposal process. CLIENT expects that even though some documents and/or their contents may become public record, GBB will not share those documents or their contents except as part of the City of Oakland proposal process. Nothing herein, however, should be construed to limit GBB's rights to use its work product and process as described in the Agreement between GBB and CLIENT.
- Where applicable, statements concerning probable cost estimates prepared by GBB as may be required by the Scope of Services represent its judgment as a professional familiar with the solid waste management industry. Accordingly, GBB cannot and does not guarantee that prices will not vary from any statement of probable construction cost or other cost estimates, including life cycle cost projections, prepared by it for the PROJECT.
- All information provided to GBB by the CLIENT and all work products under this agreement shall be at all times the sole and exclusive property of the CLIENT. The parties acknowledge that all of the work being performed pursuant to this agreement is the property of CLIENT and that GBB may make no claim of ownership to any of the actual contents of the CLIENT proposal. The Parties further acknowledge that CLIENT has unlimited right to use all of the work performed by GBB for CLIENT's own purposes in perpetuity without limitation. The parties further acknowledge that GBB has created this document

with its own proprietary expertise and that CLIENT may make no limitation on GBB's use of said expertise in its pursuit of other business. CLIENT acknowledges that GBB may use on other, non-CLIENT projects the rate model GBB develops for the proposal. GBB may use the form and formulas of the model but must keep confidential all of the assumptions, costs and revenues used in the CLIENT proposal except where those numbers have become public record. CLIENT further acknowledges that certain language in the proposal may not be either of CLIENT's writing or of GBB's and that that language, to the extent it is not otherwise protected, may be used verbatim by GBB in other, non-CLIENT projects.

ARTICLE 9. TERMINATION OF AGREEMENT – The Letter Agreement may be terminated by either party by thirty (30) days written notice to the other party without cause or by mutual written agreement of the parties. If the Letter Agreement is terminated, GBB shall be paid for the extent of services performed until the effective date of termination, plus any reasonable expenses of termination.

ARTICLE 10. EQUAL EMPLOYMENT OPPORTUNITY – In accordance with applicable law, GBB shall not discriminate against any employee or applicant for employment because of race, religion, creed, color, sex, age, marital status, sexual orientation, personal appearance, family responsibilities, matriculation, political affiliation or ideology, ancestry, national origin, veteran status, or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification.

ARTICLE 11. INDEMNIFICATION –

- o GBB shall defend, indemnify and hold harmless CLIENT and CLIENT'S employees and agents from and against any claims, suits, liabilities, costs and expenses, including reasonable attorneys' fees, to the extent that they are based upon claims of negligent acts, errors or omissions solely of GBB or any of its employees or agents.
- o Notwithstanding any other provision of the Letter Agreement, GBB'S liability to the CLIENT for any claims, liabilities, losses, damages, costs and expenses, including reasonable attorneys' fees arising out of or relating to the Letter Agreement, including GBB'S negligence, errors or omissions, shall not exceed the maximum compensation under this PROJECT, and CLIENT hereby releases GBB from any liability above such amount.
- o The CLIENT and GBB shall not be liable to each other in any event for interest (except as otherwise provided); loss of anticipated revenues, earnings or profits; or increased expense of operations.
- o The CLIENT shall defend, indemnify and hold harmless GBB and its agents and employees from and against any claims, suits, liabilities, costs and expenses, including reasonable actual attorneys' fees, to the extent that they are based upon the claims of negligent acts, errors or omissions of the CLIENT or any of its employees or agents.

ARTICLE 12. DELEGATION OF DUTIES – Neither the CLIENT nor GBB shall delegate its duties in the Letter Agreement without the written consent of the other party.

ARTICLE 13. EXTENT OF AGREEMENT – The Letter Agreement and these Terms and Conditions represent the entire integrated agreement between CLIENT and GBB and supersede all prior negotiations, representations or agreements, either written or oral, for this PROJECT.

ARTICLE 14. GOVERNING LAW – The Letter Agreement shall be construed and interpreted under, and all respective rights and duties of the parties shall be governed by, the laws of the State of Maryland.

ARTICLE 15. SEVERABILITY – In the event any provisions of the Letter Agreement or these Terms and Conditions shall be held to be impossible, invalid, and unenforceable, the remaining provisions shall be valid and binding upon the parties hereto. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of subsequent breach of the same by the other party.

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: IV – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Karoub Associates

DIVISION: Administration

PREPARED BY: Darwin J. Baas, Director

ACTION REQUESTED:

To review, approve and authorize the Director to sign an Agreement with Karoub Associates to represent the Department of Public Works on energy, solid waste and other policy areas before the Michigan Legislature and State governmental agencies for 2015 at a cost of \$3,500 per month.

SUMMARY OF REQUEST:

The Governor and key state legislators have indicated that energy policy will receive significant legislative attention in 2015 - including clean energy standards, selling direct, net metering, renewable portfolio standards, choice, and base load generation. Legislative action affecting energy policy can effect the Waste-To-Energy Facility including negotiation of future power purchase agreements. The MDEQ has convened the Solid Waste and Sustainability Advisory Panel evaluating PA 451 Part 115.

Kent County retains the services of Public Affairs Associates (PAA) to represent the policy interests of the County in Lansing. PAA also represents Consumers Energy and Waste Management, Inc. creating a potential conflict of interest on certain legislative issues including energy and solid waste.

The Director interviewed three alternative firms: Karoub Associates, Governmental Services Consulting, Inc. (GSCI) and Midwest Strategy Group and is recommending Karoub Associates based on knowledge of energy issues, their knowledge of Kent County WTE operations, and representation of Covanta, the DPW's WTE operating partner, on similar energy related matters.

County Administration has been informed on the Department's plans to utilize an alternate advocacy firm to represent its legislative and policy interests in Lansing.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve and authorize the Director to sign an Agreement with Karoub Associates to represent the Department of Public Works in on energy, solid waste and other policy areas before the Michigan Legislature and State governmental agencies starting in April 2015 at a cost of \$3,500 per month for 2015.

ATTACHMENTS:

Karoub Associates Agreement
Karoub Associates Letter dated 02.12.2015
Midwest Strategy Group Email dated 02.05.2015

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____



February 12, 2015

Mr. Dar Baas
Kent County Department of Public Works
1500 Scribner NW
Grand Rapids, MI 49504-3233

Dear Dar:

It was a pleasure to meet with you on Tuesday, February 3. Pursuant to that discussion, Karoub Associates recommends the following plan of action for the Kent County Department of Public Works relative to the ongoing rewrite of Public Acts 286 and 295.

It is understood that the many concerns with and subsequent recommended changes to PA 295 as expressed by Covanta Energy are parallel to the interest of Kent County Department of Public Works. Karoub Associates has been instrumental in creating the framework to present those concerns to appropriate decision makers over the past several years since enactment of Public Act 286 and 295 in 2008.

I suggest we pursue a strategy to personally meet with key decision makers within the next two months, in anticipation of the final report of the Nofs energy workgroup and Governor Snyder's forthcoming special message on energy in mid-March. Those decision makers should include, but not be limited to, the following: members of Governor Snyder's Administration, Valerie Brader in particular; Senate Energy & Tech Chairman Mike Nofs and all other nine members of that committee; House Energy Chairman Aric Nesbitt and all other 24 members of that committee; key legislative staff and members of the Michigan Public Service Commission. We will also engage the input and direction from the greater Grand Rapids and Kent County legislative coalition. Karoub Associates is well positioned with all of these individuals and stands prepared to press for the inclusion of WTE in any definition of renewables or clean energy standard that may be forthcoming in the rewrite of PA 295. In general, my partners and I will also be alert to any and all avenues for additional options for the County to sell electricity.

Dar, as you are well apprised 2015 is poised to be a very dynamic year in terms of energy policy in the State of Michigan.

121 WEST ALLEGAN STREET • LANSING • MI • 48933 • (517) 482-5000 • karoub.com

John K. Schick • Scott D. Faustyn • James A. Crawford • Shelly M. Stahl • James P. Curran • Joseph Palamara • Tabitha J. Zimny • Matthew T. Breslin • Matthew D. Kurta
COUNSEL TO THE FIRM: A. Gregory Eaton • Murray E. Brown • Dale A. Jurcisin

KAROUB

ASSOCIATES

Partnering with Karoub Associates will ensure that Kent County Department of Public Works will be at the table as these discussions are being made and your interests are represented with integrity and accuracy.

We look forward to serving the legislative needs of Kent County Department of Public Works in this 98th legislative session.

Sincerely,



Scott D. Faustyn

SDF:acb

Enclosure



AGREEMENT BETWEEN KAROUB ASSOCIATES

AND

KENT COUNTY DEPARTMENT OF PUBLIC WORKS

This Agreement, made and entered into as of the 1st day of April, 2015, by and between KAROUB ASSOCIATES, a Michigan corporation, with its principal office located at 121 West Allegan Street, Lansing, Michigan 48933, and KENT COUNTY DEPARTMENT OF PUBLIC WORKS, with its principal office located at 1500 Scribner NW, Grand Rapids, MI 49504-3233 (hereinafter referred to as "KENT COUNTY DPW").

RESPONSIBILITIES OF PARTIES

KENT COUNTY DPW does hereby retain KAROUB ASSOCIATES to represent its interests before legislative bodies and state governmental agencies. KAROUB ASSOCIATES will be responsible for initiating, monitoring, evaluating, and acting on KENT COUNTY DPW's behalf in its areas of concern before the Michigan Legislature. KAROUB ASSOCIATES will also strive to develop an expertise of KENT COUNTY DPW's interests and to do all possible to complement and strengthen its public and political image and position.

COMPENSATION

In consideration of such services, KENT COUNTY DPW agrees to pay KAROUB ASSOCIATES a service fee of Three Thousand Five Dollars (\$3,500.00) per month, which includes normal expenses, payable the first of each month beginning April 1, 2015. All extraordinary expenses must receive prior approval by KENT COUNTY DPW.

TERMS

This Agreement shall be effective from April 1, 2015, to December 31, 2016, and may be terminated upon written notice served within thirty (30) days by either party. Any amendments to this agreement shall be in writing and signed by KAROUB ASSOCIATES and KENT COUNTY DPW.

KAROUB ASSOCIATES

KENT COUNTY DEPARTMENT OF
PUBLIC WORKS

By: _____

By: _____

Dated: _____

Dated: _____

Baas, Darwin

From: Fancher, Dusty <fancher@midweststrategy.com>
Sent: Thursday, February 05, 2015 1:19 PM
To: Baas, Darwin
Cc: Nystrom, Nicole; Wardin, Ryan
Subject: Proposal from Midwest Strategy Group.
Attachments: Services.pdf; MWSG Bios.pdf; 2015 February Client List.pdf; Client Testimonials 2015.pdf; Legislative Day Sample Agenda.pdf; Kent Count Dept of Public Works Sample Docket.pdf

Dar-

Thank you for taking the time to talk with us regarding representation of the Kent County Department of Public Works (KC-DPW) as it pertains to the anticipated legislation on energy and recycling. We are excited about the opportunity to work with you in the coming year. Attached please find a list of our services, staff biographies, a client list and client testimonials. Midwest Strategy Group (MWSG) believes that our passion to succeed, combined with our constant communication with clients, month-to-month contracts, and no-conflicts policy, distinguishes us from our competitors. With our strong executive and legislative ties, we assist and advise clients in navigating through the State's multifaceted structure of government.

Should you choose to retain MWSG, we would immediately begin to work with you to plan a legislative strategy. We would strongly suggest getting key elected officials and staff to tour your facility, allowing us the chance to show the investment and ingenuity associated with waste to energy production at the municipal level. Midwest Strategy Group also coordinates legislative days where clients travel to Lansing to meet with members of the Executive Branch and Legislature. These early "meet-and-greets" are very important to establish a base relationship. Meeting summaries are always provided to our clients after visits with executive or legislative offices. Since we don't anticipate legislation until April or May, this is the perfect time to get into offices and begin the educational process. Starting early allows us to work with legislators as they are drafting the expected energy legislation. Once bills are introduced, we will expand our lobbying effort. An example of a Lansing day, with a focus on leadership and local legislators, is attached.

Midwest Strategy Group maintains a docket for all of our clients to monitor and track all relevant legislation, and provide an analysis of any bill of interest. The docket is updated and shared with clients on a weekly basis and serves as a mechanism to prioritize MWSG's lobbying agenda to specific legislation. This legislative tracking report includes the bill number, bill sponsor, committee assignment, bill progress, and a section for personalized notes. Attached please find an example of an energy focused docket from last session. We understand that these bills are likely not relevant, but wanted to show how we utilize the document.

The committee process is a fundamental aspect of moving policy through the Legislature. Midwest Strategy Group's established relationships with members of the Legislature enable us to integrate our client's strategy into committee agendas. Our lobbyists regularly attend committee hearings in order to represent client interests and report back all activity.

Our emphasis on communication is second to none. Clients benefit from regularly scheduled conference calls and meetings to update them on activity in Lansing. Conference calls provide clients an opportunity to update MWSG on issues they are involved in outside of Lansing, which assists our firm in identifying ways to push our client's agenda in Lansing. We are happy to discuss legislation, committee meetings, and other issues either in

person, over the phone, or via e-mail, whichever best suits our client's needs. Our firm also monitors various publications in order to keep clients up-to-speed on the latest legislative and local newsworthy developments.

Midwest Strategy Group has a team whose primary function is to ensure clients are in compliance with all applicable statutes and regulations relative to the lobbying and political contribution laws of the State of Michigan. Specific functions performed by MWSG include filing all appropriate lobbying and contribution forms and reports required by law.

In addition to lobby law compliance, Midwest Strategy Group monitors political events and works directly with clients to create and maintain a state-level political contribution strategy and budget, if so desired. We have our own political action committee to assist clients who are unable to contribute to political leaders. The MWSG PAC serves as a way to further support our client's priorities.

Although Midwest Strategy Group has many closed-end contracts, we primarily run our business on a month-to-month system. This allows our clients the opportunity to amend the agreement at any time, depending on their needs. Our expectation is that you will be happy with our services or you can opt-out with a thirty day written notice. While this type of contract is uncommon in the world of lobbying, we are proud to offer this option with confidence.

Finally, Midwest Strategy Group is proud of our policy of declining representation when it would result in a direct conflict with a current client. In the event that a prospective client approaches MWSG asking for representation, which may pose an indirect conflict, our policy is to discuss the new possibility with our current client. MWSG will not sign a new client over the objection of a current client. To date, we know of no conflicts with our current representation.

For these services, MWSG requests a retainer fee of \$3,000 per month for full-service lobbying. The agreement can proceed on a month-to-month basis and may be terminated by either party with thirty days' written notice. Additionally, MWSG proposes an expense account of \$250 per month to be used as needed. This includes mileage, meals, and other client-related activities.

MWSG lobbyists share a common background that emphasizes proactive lobbying and decision-making on critical issues, often with no room for error. Our solid reputation lies in the ability to blend these traits and deliver results for our clients. Our team's commitment can be seen with proven results. Kent County Department of Public Works will be hard pressed to find a firm with more passion and energy than Midwest Strategy Group. Should you have any questions, or want additional information, please do not hesitate to contact us.

Dusty Fancher

Partner

Midwest Strategy Group
101 S. Washington Square,
Suite 620
Lansing, MI 48933

Telephone: 517.853.0537

Facsimile: 517.853.0556



MEETING DATE: **March 5, 2015**

AGENDA ITEM#: IV – C



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Conversion of Waste Regulation Specialist to Fulltime

DIVISION: Solid Waste Division – WTE Facility

PREPARED BY: Darwin J. Baas, Director

ACTION REQUESTED:

To review and recommend to the Kent County Board of Commissioners the conversion of a part time Waste Regulation Specialist UAW 21 to full time and eliminate a part time Waste Regulation Specialist UAW 21 and a part time Resource Recovery Specialist UAW 21.

SUMMARY OF REQUEST:

As part of the Department reorganization and implementation of the new organizational plan, the Waste-To-Energy Division Director was reclassified to that of WTE Operations Manager and the full time Waste Regulation Specialist UAW 21 position was divided into two (2) part time, 28 hour per week positions. The Resource Recovery Program also has a part time, 28 hour per week, Resource Recovery Specialist UAW 21 position. Both the part time Resource Recovery Specialist and a part time Waste Regulation Specialist position were vacated last month. Employees in these positions desire a fulltime career in the environmental field.

Although overall employee hours are reduced by about half, program continuity will improve and overall costs reduced by converting one (1) Waste Regulation Specialist position to fulltime while eliminating one (1) part time Waste Regulation Specialist and one (1) part time Resource Recovery Specialist position and reduce turnover experienced in these part time positions by employees desiring a fulltime career in the environmental field. The position will be shared between program areas.

The cost savings is calculated at $\$65,195 - \$74,526 = (\$9,331)$.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to recommend to the Kent County Board of Commissioners to approve the conversion of a part time Waste Regulation Specialist UAW 21 to full time and eliminate a part time Waste Regulation Specialist UAW 21 and a part time Resource Recovery Specialist UAW 21.

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: V – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Unmanned Aerial Vehicle System Purchase

DIVISION: Solid Waste Operations

PREPARED BY: Darwin J. Baas, Director

ACTION REQUESTED:

To review and approve the purchase of a 3DRobotics 3DR X8-M Unmanned Aerial Vehicle System (UAVS) and Pix4Dmapper Pro software for the purpose of aerial survey at DPW managed sites.

SUMMARY OF REQUEST:

The DPW contracts for aerial survey of DPW managed sites to calculate remaining airspace at South Kent Landfill and for assessing topographical changes due to settling at closed facilities for repair and maintenance needs. A one-time flyover of the five sites by an aerial LiDAR and orthophoto mapping service vendor costs \$34,345 (2015 quote). Flyover assessments should be conducted in four year intervals but is cost prohibitive. Future development of SKL requires biennial flyovers.

With advancements in UAVS and processing software the DPW can economically purchase and operate a system at a significant cost savings and be able to utilize the equipment 2-3 times a month. UAVS functionality will allow full site survey, airspace usage calculations, cell construction documentation, and soil excavation and placement surveys to verify billing submitted by our earthwork contractor.

Additionally the Parks, Equalization and the Sheriff Department were consulted to ensure that system feature specifications can meet other County department needs including real time video viewing, disaster assessment, survey and surveillance.

Application for aircraft registration numbers and a certificate of authorization (COA) from the FAA will be completed by staff as part of the purchase process.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve the purchase of a 3DRobotics 3DR X8-M Unmanned Aerial Vehicle System (UAVS) and Pix4Dmapper Pro software for the purpose of aerial survey at DPW managed sites at a cost of \$11,250.

ATTACHMENTS:

- UAVS photo
- UAVS feature list

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____









3DR X8-M Specifications

v3

Autopilot:	3DR Pixhawk V2.4.5
Firmware:	ArduCopter 3.2
GPS:	3DR u-blox GPS with Compass (LEA-6H module, 5 Hz update)
Telemetry radio:	3DR Radio v2 (915 MHz or 433 MHz)
Motors:	SunnySky V2216-12 800 kV II
Frame:	X
Propellers:	APC 11X4.7 SFP (4), APC 11X4.7 SF (4)
Battery:	4S 10000 mAh 10C lithium polymer
Aircraft weight (with battery):	7.7 lbs (3.5 kg)
Aircraft dimensions:	13.7 in x 20.1 in x 11.8 in (35 cm x 51 cm x 30 cm)
Case dimensions:	60.7 in x 14.5 in x 15.5 in (154 cm x 37 cm x 39 cm)

Payload capacity:	.4 lbs (200 g)
Radio range:	.6 miles* (1 km)
Flight time:	14 min*
Maximum operational wind speed:	25 mph (11 m/s)
Landing accuracy:	8.2 ft (2.5 m)
Recommended flight speed:	11 mph (5 m/s)

Camera:	Canon SX260 12.1 megapixel
Camera software:	3DR EAI 1.0
Area coverage (single flight):	25 acres* (0.1 km ²)
Orthomosaic accuracy:	3-16 ft (1-5 m)
Ground sampling distance:	.7 inches per pixel* (2 cm per pixel)
Image processing software:	Pix4Dmapper LT 3DR Edition (Windows only)

*Figures reflect estimated values at ideal operating conditions. Environmental conditions can affect flight time, range, area coverage, and ground sampling distance.

Features

Advantages

	Features	Advantages
INPUTS	Aerial (nadir and oblique) and terrestrial imagery support	Process images taken at any angle and from any aerial manned or unmanned platform as well as from the ground
	Any camera (compact, SLR, multi-spectral, GoPro, Tetracam, large format)	Use images acquired by any camera, from small to large sensors (up to 40 MP), from consumer-grade to highly specialized cameras
	Any lens, including Fisheye	Choose the lens that fits your project, use wide lenses to increase the content of each image, acquire data from closeby, interiors and narrow spaces
	Multi-camera support for the same project	Create projects using more than one camera and process them together (NIR and RGB for example)
	Standard camera rig support	Process camera rigs (arrays) of multiple multi-band synchronized cameras from known manufacturers (Tetracam, Airinov, MicaSense, WaldoAir) for more robust, accurate and faster processing
	Multiple file types (.jpg, single band or multi band .tiff)	Input various file types, including single or multi-band images
	Ground Control Point edit and import (.csv, .txt)	Import and edit Ground Control Points to improve the accuracy of your project
	Local, global and arbitrary coordinate reference system support in meters and feet	Choose from all known coordinate systems or your own local system
	Camera position and exterior orientation (omega, phi, kappa) support	Calculate optimized camera position and exterior orientation from a low grade GPS and without any IMU
External point cloud import	Import a point cloud from different sources, such as aerial LiDAR, and use it to create a DSM and orthomosaic	
PROCESSING	Rapid Check processing mode	Process initial project results in low-resolution in minutes only
	Rapid Check Quality report	Assess quality and completeness of acquired images while still on site
	Camera self-calibration	Optimize internal camera parameters, such as focal length, principal points and lens distortions, without the need of a camera calibration report
	Automatic Aerial Triangulation (AAT) and Bundle Block Adjustment (BBA)	Process automatically with or without known camera position and exterior orientation
	Automatic point cloud densification (and optional Semi-Global Matching)	Produce a dense and detailed 3D point cloud, which can be used as a basis for DSM and orthomosaic generation
	Automatic point cloud classification and DTM extraction (BETA)	Remove building and vegetation automatically in the point cloud to generate bare earth DTMs and contour lines. For additional control, select and delete points manually in the rayCloud to improve the DTM generation
	Point cloud filtering and smoothing	Use presets or edit point cloud filtering and smoothing options
	Automatic brightness and color correction	Compensate automatically for change of brightness, luminosity and color balancing of images
	Quality report	Assess quality of projects
	Project merging	Process parts of projects individually and merge them into one project
	Project area definition	Import (.shp) or draw specific orthomosaic and point cloud densification/filtering areas to generate results inside specific boundaries
	Project splitting	Split big projects automatically into smaller parts for more efficient large-scale mapping
	GPU support	Leverage the power of Nvidia GPU's for 10% - 75% faster initial processing (depending on image content and project size). GPU support also used for densification and Semi-Global Matching
RAYCLOUD EDITOR	Project viewing	Assess flight plan, camera positions, inspect automatic keypoint matching and add uncalibrated cameras
	Manual tie point editing	Annotate and edit GCPs (2D & 3D), Check Points and Manual Tie Points with the highest accuracy, using both original images and 3D information at the same time
	Project reoptimization	Reoptimize camera positions and rematch images based on GCPs and manual tie points to improve reconstruction of difficult areas

RAYCLOUD EDITOR <i>Continued</i>	Image annotation	Remove points from 3D point cloud and create filters based on image content
	Point cloud editing	Select and delete points from the point cloud
	Polyline object creation	Annotate and measure polylines (3D breaklines) in the point cloud and accurately refine polyline vertexes in multiple original images
	Surface object creation	Annotate and measure surfaces in the point cloud and accurately refine surface vertexes in multiple original images; use the surface to simplify, flatten and correct DSMs (e.g. for removing structures or tree stands)
	Volume object creation (volume measurement)	Annotate and measure volumes (stockpiles) in the point cloud. Import/export base planes of volumetrics
	Digitization tools / vector object editing	Draw and edit vector objects and export them in various formats (.dxf, .shp, .dgn, .kml)
	Fly-through animation	Create a virtual camera trajectory in the 3D point cloud, play the animation in real-time, export the animation as a video (in mp4 and avi format) and the flightpath waypoints in CSV format
INDEX CALCULATOR	Reflectance map editing	Set and edit map resolution
	Index generation (DVI, NDVI, SAVI, etc.)	Generate single-band and index maps based on pre-defined formulas
	Formula editing	Create and save your own formulas choosing among each available input band and generate custom index maps
	Color mapping	Edit color classes and gradients and export your index map with the most appropriate color scheme
MOSAIC EDITOR	Seamline editing	Create, edit and reorganize mosaic cells for seamline editing
	Planar / ortho projection selection	Select planar or ortho projection for each cell or groups of cells to remove orthomosaic distortions
	Mosaic color / brightness editing	Choose the best cell content from multiple underlying images (e.g. for deleting moving objects), adjust color and brightness balancing
OUTPUT RESULTS	2D output results	<ul style="list-style-type: none"> Geo-referenced orthomosaics in GeoTIFF output format Google tiles export in KML and HTML output format Mapbox tiles in MB format Index maps (DVI, NDVI, SAVI, etc.) in GeoTIFF and SHP format
	3D output results	<ul style="list-style-type: none"> Geo-referenced DSMs and DTMs in GeoTIFF format Full 3D textured mesh in OBJ, PLY and Zipped OBJ format Point cloud in LAS, LAZ, XYZ and PLY output format Contour lines in SHP, DXF and PDF format User-defined vector objects in DXF, SHP, DGN and KML format 3D PDF for easy sharing of 3D mesh
	Fly-through animations and flightpaths	<ul style="list-style-type: none"> Point cloud Fly-through animation in MP4 and AVI format Fly-through waypoints and path in CSV format
	Optimized camera position, external orientation and internal parameters, undistorted images	Import Aerial Triangulation results in traditional photogrammetry software solutions (e.g. INPHO, Leica LPS, DAT / EM Summit Evolution)
SUPPORT	Personal support	Get free access to personal support
	Extensive Knowledge Base	Find answers to most of your questions on our publicly available and continuously updated Knowledge Base
	Multi-device license	License can be activated on 2 computers: one for on-site Rapid Check and one for full processing mode
	Licensing server	Easily move your license among several computers by activating and deactivating devices at any time
	Training	Gain in-depth knowledge of Pix4D software with webinars and workshops organized on a regular basis

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: V – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Scalehouse Attendant Position UAW 15

DIVISION: Solid Waste Division

PREPARED BY: Darwin J. Baas, Director

ACTION REQUESTED:

To review and recommend that the Kent County Board of Commissioners approve the addition of a part time Scalehouse Attendant (UAW 15) position to provide necessary staff coverage for scalehouse operations.

SUMMARY OF REQUEST:

Scalehouse operations at the South Kent Landfill, North Kent Transfer Station and Waste-To-Energy Facility combined require 9,802 hours of coverage annually. Presently, the DPW has four (4) full time and two (2) part time Scalehouse Attendant positions providing 8,533 hours of coverage resulting in a deficit of coverage of 1,269 hours. Deficit hours are currently covered by Finance Division staff, Scalehouse Attendant overtime and by other field staff. Prior to 2014, a retiree rehire also provided coverage.

Improved coverage and a net savings/reallocation of approximately \$3,482 will be realized by adding one (1) part time, 20 hours per week, position that provides 1060 additional hours. Staff will also provide light cleaning at the scale houses in lieu of using an outside cleaning service:

• 2014 Expenses:	Scale house attendant overtime	\$14,273
	Finance Division coverage	6,698
	Cleaning Service	1,864
		\$22,835
• <u>New Position:</u>	<u>Scalehouse Attendant UAW 15</u>	<u>\$19,353</u>
Difference:		(\$ 3,482)

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to recommend that the Kent County Board of Commissioners approve the addition of a part time Scalehouse Attendant (UAW15) position to provide necessary staffing coverage for scalehouse operations.

GOVERNING/ADVISORY BOARD APPROVAL DATE: **March 5, 2015**

DEPARTMENT DIRECTOR: _____

Darwin J. Baas

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: VI – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Recycling & Education Center Front End Loader

DIVISION: Solid Waste Operations

PREPARED BY: Kristen Wieland, Resource Recovery & Recycling Manager

ACTION REQUESTED:

Review and approval of the purchase of a new rubber tire loader for the Recycling & Education Center

SUMMARY OF REQUEST:

Bids for a new rubber tire loader and Guaranteed Maintenance Contract were solicited on February 6, 2015 by the Purchasing Department. Six bids were received and evaluated.

The Department has an approved 2014 Capital Improvement Project budget for the purchase of this loader for use at the Recycling & Education Center. It will replace the existing 2003 JCB 411B loader that has exceeded its useful life.

Staff is recommending the low bid (price of machine, guaranteed maintenance and guaranteed buyback amount) submitted by Alta Equipment Company from Byron Center for a 2015 Volvo L45GS in the amount of \$252,770.00 which includes Alternate A, the addition of a extended reach boom. Enclosed in your mailing is the bid tabulation.

SUGGESTED MOTION:

It was moved by Commissioner _____ and supported by Commissioner _____ to award the purchase of a rubber tire loader to Alta Equipment Company of Byron Center in the amount of \$252,770.00 and authorize the Director to execute the contract for Guaranteed Maintenance.

ATTACHMENTS:

Bid Tabulation

GOVERNING/ADVISORY BOARD APPROVAL DATE: **March 5, 2015**

DEPARTMENT DIRECTOR: _____

ALTA EQUIPMENT COMPANY		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	Volvo L45GS	\$ 149,615.00
Maximum Cost of Repairs		\$ 101,400.00
	Net County Cost	\$ 251,015.00
Alternate A: Long Boom		\$ 1,755.00
Alternate B: Solid Tire		\$ 5,488.00
Alternate C: Deduction for Late Delivery		-
B. Buy-Back Option		
Rubber Tire Loader	Volvo L45GS	\$ 149,615.00
Maximum Cost of Repairs		\$ 101,400.00
Buy Back Purchase Price		\$ (30,000.00)
	Net County Cost	\$ 221,015.00
Alternate A: Long Boom		\$ 1,755.00
Alternate B: Solid Tire		\$ 5,488.00
Alternate C: Deduction for Late Delivery		-
AIS Construction Equipment		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	JCB TM320	\$ 171,448.00
Maximum Cost of Repairs		\$ 85,200.00
	Net County Cost	\$ 256,648.00
Alternate A: Long Boom		-
Alternate B: Solid Tire		-
Alternate C: Deduction for Late Delivery		-
B. Buy-Back Option		
NO BID		
AIS Construction Equipment		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	JCB 417HT	\$ 194,993.00
Maximum Cost of Repairs		\$ 85,200.00
	Net County Cost	\$ 280,193.00
Alternate A: Long Boom		\$ 8,900.00
Alternate B: Solid Tire		\$ 34,000.01
Alternate C: Deduction for Late Delivery		-
B. Buy-Back Option		
NO BID		

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

BID 1525 - Rubber Tire Loader
 Due Date/Time: 2/13/2015 2PM

AIS Construction Equipment		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	John Deere 524K	\$ 195,000.00
Maximum Cost of Repairs		\$ 85,200.00
	Net County Cost	\$ 280,200.00
Alternate A: Long Boom		\$ 4,000.00
Alternate B: Solid Tire		\$ 18,000.00
Alternate C: Deduction for Late Delivery		-
Voluntary Alternate - Waste Handling Package		\$ 15,000.00
B. Buy-Back Option		
NO BID		
AIS Construction Equipment		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	John Deere 444K	\$ 189,000.00
Maximum Cost of Repairs		\$ 85,200.00
	Net County Cost	\$ 274,200.00
Alternate A: Long Boom		\$ 4,000.00
Alternate B: Solid Tire		\$ 7,500.00
Alternate C: Deduction for Late Delivery		-
B. Buy-Back Option		
NO BID		

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

BID 1525 - Rubber Tire Loader
 Due Date/Time: 2/13/2015 2PM

Michigan CAT		
<u>Description</u>	<u>Model</u>	<u>BID</u>
A. Lump Sum Purchase		
Rubber Tire Loader	914K	\$ 159,129.00
Maximum Cost of Repairs		\$ 92,000.00
	Net County Cost	\$ 251,129.00
Alternate A: Long Boom		-
Alternate B: Solid Tire		\$ 25,000.00
Alternate C: Deduction for Late Delivery		-
B. Buy-Back Option		
Rubber Tire Loader	914K	\$ 159,129.00
Maximum Cost of Repairs		\$ 92,000.00
Buy Back Purchase Price		\$ (25,000.00)
	Net County Cost	\$ 226,129.00
Alternate A: Long Boom		-
Alternate B: Solid Tire		\$ 18,878.00
Alternate C: Deduction for Late Delivery		-

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

MEETING DATE: **March 5, 2015**

AGENDA ITEM#: VI – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Secondary Front End Loader

DIVISION: Solid Waste Operations

PREPARED BY: Kristen Wieland, Resource Recovery & Recycling Manager

ACTION REQUESTED:

Review and approval to purchase a used Volvo L35B front end loader and attachments with extended warranty as the secondary front end loader at the Recycling & Education Center at a cost of \$64,825.50.

SUMMARY OF REQUEST:

For the past four years, the DPW has used a primary and secondary front end loader at the Recycling & Education Center (REC). The primary loader is used on the tipping floor to load recyclables into the feed hopper and to stage recyclables after trucks have tipped. The secondary loader is used inside the plant to load glass trucks, push materials onto conveyor belts, and clean the floor of the facility and the grounds and as a backup when the primary loader is serviced.

With increased tonnage received at the REC the secondary loader run time is at 15,000 hours and needs significant repairs. Replacement was originally projected for 2018.

- Repairs are not recommended since cost estimates exceed \$18,000 and the loader has high operating hours and at the end of its service life.
- Both new and used machines were evaluated and determined that the recommended machine will meet REC's needs due to its compact size, low hours and used pricing. Purchase price includes scheduled preventative maintenance for the first 1 year or 1000 hours, whichever comes first.
- As provided for in Kent County Purchasing Fiscal Policy, the requirements for competitive sealed bids set forth in the policy may be exempted by the Board of Public Works. The Kent County Purchasing Division has reviewed this request and recommends approval.

Staff recommends waiving Purchasing Fiscal Policy and purchasing a used Volvo L35 to be used as the secondary front end loader.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to exempt County requirements for a sealed competitive bid for the acquisition of a used front end loader and purchase a Volvo L35B front end loader and attachments from Alta Equipment Company in the amount of \$64,825.50.

ATTACHMENTS:

Alta Equipment Company quotation
photos of Volvo L35B

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____



8840 Byron Commerce Drive SW
Byron Center, Mi, 49315

Construction Equipment Division

PROPOSAL

<i>Customer Name</i>	Dan	Rose	KENT COUNTY DPW	02-26-15
	<i>First</i>	<i>Last</i>	<i>Company Name</i>	<i>Date</i>
<i>Address</i>	1500 SCRIBNER AVE NW		Grand Rapids	Mi 49504
	<i>Street Address</i>		<i>City</i>	<i>State</i> <i>Zip Code</i>
<i>Phone</i>	<i>Email</i>			

Sales Representative Rob ORourke *Sales Contact* (616) 283-4130

We propose to furnish you with the following:

- 1:) VOLVO L35B 2005 WHEEL LOADER 2005 2400 HRS. THIS MACHINE IS EQUIPED WITH STANDARD OPTIONS, BOOM LEVELING SYSTEM THIRD FUNCTION HYDRAULICS, AC AND HEAT 1.50 YARD BUCKET WITH BOLT ON CUTTING EDGE. HYDRAULIC QUICK COUPLER
SALE PRICE \$43,900.00 *PRICE BASED ON INSPECTION AND AGREED ON BETWEEN ALTA AND KENT COUNTY DPW. INCLUDES DELIVERY TO MRF LOCATION
OPTIONS:
- 2:)WARRANTY 12MONTH 1000 HOURS POWER TRAIN HYDRAULIC AND COMPONENT \$2,200.00
- 3:) PALADIN SWEEPSTER CS 6FT BROOM WITH VOLVO L35B HOOK AND PIN HYDRAULIC COUPLER.
PRICE WITH GOVERNMENTAL DISCOUNT \$9,492.22
- 4:) WERK BRAU 84 INCH TRASH GRAPPLE BUCKET WITH RUBBER EDGES 1.5 YARD CAPACITY. \$9,233.28
- 5:) LABOR AND PARTS TO ADAPT BROOM AND BUCKET NOT TO EXCEED \$1,800.00

The foregoing prices are subject to revision in accordance with prevailing prices at time of delivery, unless otherwise stipulated. This quotation is made with the understanding that the amount to be paid by the purchaser shall be increased by the amount of any tax which the seller shall be required by law to pay upon this sale or contract to sell.

Terms _____ *Delivery* _____

SHIPPING

Street _____ *Via* _____
City, State, Zip _____ *Will ship on* _____

The above is hereby accepted this _____ day of _____

Authorized Signature _____





MEETING DATE: **March 5, 2015**

AGENDA ITEM#: VII – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: SWANApalooza Conference

DIVISION: Solid Waste

PREPARED BY: Molly Sherwood

ACTION REQUESTED:

Review and approval for Dan Rose, Solid Waste Operations Manager, and Molly Sherwood, Environmental Compliance Manager, to attend the SWANApalooza Conference, March 16-19, 2015 in New Orleans, Louisiana.

SUMMARY OF REQUEST:

Approval is being requested for Dan Rose and Molly Sherwood to attend the SWANApalooza Conference, March 16-19, 2015 in New Orleans at a total cost of \$6,733.

SWANApalooza is a professional development and networking conference with five key solid waste learning programs all in one place. As part of attending SWANApalooza, Dan Rose will participate in the Landfill Gas & Biogas Symposium, and the Landfill Methane Outreach Program, and Molly Sherwood will attend the Road to Zero Waste Conference.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to approve conference travel for Dan Rose and Molly Sherwood to attend the 2015 SWANApalooza Conference, March 16-19, 2015 at a total of \$6,733.

ATTACHMENTS:

Conference Program and Agenda

GOVERNING/ADVISORY BOARD APPROVAL DATE: March 5, 2015

DEPARTMENT DIRECTOR: _____



SWANApalooza is BACK with even MORE to offer. Join us in New Orleans, Louisiana, March 16-19, 2015, for a professional development event you

can't miss! With five key solid waste learning programs all in one place, SWANApalooza is making education and networking more accessible and affordable in 2015! No travel to separate locations, saving you money and time!

SWANApalooza 2015 features:

The 38th Annual Landfill Gas Symposium— Now Landfill Gas and Biogas Symposium!

The Landfill Gas and Biogas Symposium takes an in-depth look at the industry's future – and it's an exciting one for both small and large facilities. You'll find the latest information on regulatory issues, financial planning, high Btu and gas treatment, legal issues and technology applications, along with valuable case studies from your peers. Take home information and resources to improve the sustainability and economic performance of your landfill gas project.

The 19th Annual Landfill Symposium: Challenging the Way You Think about Landfill Management

The Landfill Symposium features the latest issues facing managers who understand that effective landfill management involves far more than burying waste. Topics include challenges involved with finances, leachate management, bioreactors, long-term site care, public perception, safety and design.



The Road to Zero Waste Conference

You told us that the top three areas of concern about Zero Waste are answering these three questions: How do we pay for this? How do we effectively and efficiently run a zero waste system? How do we explain zero waste to managers and community members? We listened, and in New Orleans, you'll find ideas to help you with all three. The program also continues the conversation about extended producer responsibility, this time offering an international perspective from leaders in the International Solid Waste Association (ISWA).

SWANA Spring Training and Exam Center

SWANA's Spring Training Center, March 16 – 18, and Exam Center, on March 19, 2015, features 2- and 3-day courses as well as certification exams in nine disciplines to help advance your career and increase your industry knowledge.

NEW! Landfill Methane Outreach Program (LMOP) National Landfill Gas Energy Workshop

This year, the popular LMOP conference is combining its programming with SWANApalooza – adding one more learning opportunity to your time in New Orleans. The LMOP Workshop will be held on Thursday, March 19. The program again highlights recent successes in landfill gas energy projects and recognizes the 2014 Project and Partner of the Year Award recipients.

There is no charge to attend the LMOP workshop, but you must register to attend.



SCHEDULE AT A GLANCE

SUNDAY, MARCH 15

3:00 p.m. – 6:00 p.m. Registration Open

MONDAY, MARCH 16

Arrive early in New Orleans to take advantage of two valuable occasions to interact with your peers – Technical Divisions and the Trade Show.

Get involved with SWANA at Technical Division meetings and committee meetings.

7:00 a.m. – 8:00 p.m. Registration Open

8:00 a.m. – 5:30 p.m. SWANA Spring Training Center

10:00 a.m. – 4:00 p.m. Committee Meetings - see website for details

2:00 p.m. – 6:00 p.m. Technical Division Meetings

Leaders of several areas of specialization within SWANA have put their heads together to craft the programming for the three technical events at the heart of SWANApalooza. They are eager to hear your feedback on past programs and your suggestions for cutting edge topics you want to hear at next year's SWANApalooza. Learn more about how to get involved, either through a short term activity or a long-term, leadership building role. Involvement is your key to effective networking!

6:00 p.m. – 8:30 p.m. Trade Show Grand Opening and Welcome Reception
bar hosted by Agru America



TUESDAY, MARCH 17

7:30 a.m. – 4:00 p.m. Registration Open

7:30 a.m. – 4:15 p.m. Exhibit Hall Open

7:30 a.m. – 9:00 a.m. Continental Breakfast in Exhibit Hall

8:00 a.m. – 5:30 p.m. SWANA Spring Training Center

9:00 a.m. – 10:00 a.m. SWANApalooza Welcome and Keynote Address

10:00 a.m. – 11:00 a.m. Break in the Exhibit Hall
hosted by CDM Smith



11:00 a.m. – 12:00 p.m. Awards Recognition Ceremony

Full schedule and details available at www.swanapalooza.org



SCHEDULE AT A GLANCE

TUESDAY, MARCH 17 continued

12:00 p.m. – 1:00 p.m.	Lunch in the Exhibit Hall
1:00 p.m. – 3:15 p.m.	Concurrent Sessions
3:15 p.m. – 4:15 p.m.	Break in the Exhibit Hall
4:15 p.m. – 5:45 p.m.	Concurrent Sessions
6:00 p.m. – 7:30 p.m.	Reception <i>hosted by SCS Engineers</i>
7:30 p.m. – 8:30 p.m.	Reception <i>hosted by Tetra Tech</i>



WEDNESDAY, MARCH 18

7:30 a.m. – 4:00 p.m.	Registration Open
7:30 a.m. – 4:15 p.m.	Exhibit Hall Open
7:30 a.m. – 8:30 a.m.	Continental Breakfast in Exhibit Hall
8:00 a.m. – 5:30 p.m.	SWANA Spring Training Center
8:30 a.m. – 10:00 a.m.	Concurrent Sessions
10:00 a.m. – 11:00 a.m.	Break in the Exhibit Hall
11:00 a.m. – 12:30 p.m.	Concurrent Sessions
12:30 p.m. – 1:30 p.m.	Lunch in the Exhibit Hall
1:30 p.m. – 2:30 p.m.	Concurrent Sessions
2:30 p.m. – 3:30 p.m.	Break in the Exhibit Hall
3:30 p.m. – 5:30 p.m.	Concurrent Sessions
6:00 p.m. – 7:00 p.m.	Reception <i>hosted by LANDTEC</i>



THURSDAY, MARCH 19

7:00 a.m. – 10:00 a.m.	Registration Open
7:30 a.m. – 11:30 a.m.	Exam Center
8:00 a.m. – 10:30 a.m.	LMOP National Workshop Technical Sessions and Case Studies
9:00 a.m. – 1:00 p.m.	The Road to Zero Waste Walking Tour
10:45 a.m. – 12:00 p.m.	LMOP Awards Recognition Presentation
12:00 p.m. – 5:00 p.m.	Facility Tour: River Birch Landfill and Jefferson Parish Landfill



Grand Rapids Business Journal

The Business Newspaper
of Metro Grand Rapids,
Holland, Muskegon
& West Michigan

FEBRUARY 9, 2015 VOL. 33, NO.6



Waste-to-energy plant earns award

Covanta runs it for Kent County DPW, which just got a new director.

Pete Daly
Grand Rapids Business Journal

The Michigan Occupational Safety and Health Administration — better known as MIOSHA — has just awarded Covanta Kent Inc. of Grand Rapids its most prestigious workplace safety and health award, for the third time.

Covanta who? Doing what?

Covanta isn't exactly a household name in Kent County, but the New Jersey-based global corporation actually has had a 24-year direct link to tens of thousands of households in six Kent County cities.

Thirty-eight Covanta employees run the Kent County Department of Public Works waste-to-energy facility at 950 Market Ave. SW.

The plant runs around the clock, every day of the year, burning what people in the business call "MSW" — municipal solid waste. The heat makes steam, which generates between 312 and 336 megawatt hours of electricity daily, according to the plant's facility manager, Randy Inman.

Chris Robinson, Kent County DPW's WTE operations manager, said last year it took in 247,000 tons of waste that would otherwise have gone into a landfill, including the Kent County DPW's South Kent landfill in Byron Center.



RANDY INMAN of Covanta Energy Corp. and Kent County DPW's **Darwin Baas** and **Chris Robinson**, from left, oversee the county's waste-to-energy facility. **Photo by Pete Daly**

The county-owned facility is the primary solid waste disposal facility for the cities of Grand Rapids, East Grand Rapids, Grandville, Kentwood, Walker and Wyoming. The county has agreements with the cities as part of an integrated approach to solid waste management, including waste reduction,

recycling, a household hazardous waste program and landfill operations.

The peak electricity output is nearly 18 megawatts, with a couple of those megawatts used by the plant to run its massive machin-

CONTINUED ON PAGE 6 ►►

Waste-to-energy plant earns top safety award from the state

◀ CONTINUED FROM PAGE 1

ery, a pair of huge furnaces and two boilers. Air is forced into the trash as it is fed into the continuously burning furnaces, creating heat ranging from 1,800 to 2,000 degrees, according to Inman.

The electricity output of the WTE facility is enough to power the cities of Walker and East Grand Rapids, according to Darwin Baas, who just became the new director of Kent County's DPW upon the retirement of Doug Wood in January.

The electricity is bought by Consumers Energy for 8.5 cents per kilowatt and put on the grid; that energy revenue is expected to total about \$8.8 million in 2015, ac-

ording to Baas.

Aside from the production of electricity, the other key revenue stream is the tipping fee charged to each commercial trash hauler bringing waste from the partner cities. The fee is \$45 a ton and generates about \$10 million annually.

Burning the trash — and then removing the scrap metal from what remains — reduces the original volume by 90 percent and the weight by almost 80 percent, “so that really reduces the landfill capacity needed for all that material,” said Baas.

The WTE facility has been in operation since 1990, and almost from the start has been run by Covanta under contract with the Kent County DPW.

Covanta operates more than 40 energy-from-waste facilities in North America, Italy and China.

Baas said the iron and steel that has been recovered after the trash has been burned is enough to build the Mackinac Bridge.

“We collect roughly 3,000 to 3,500 tons each year, and we sell that scrap back to the (steel) industry,” said Baas.

In 2013, Kent County generated about 1.2 million cubic yards of household trash that went into the South Kent and other landfills. Baas said, at that rate, the county DPW now estimates its South Kent landfill has about 14 years left before it is full, although there is room to expand if that someday proves necessary.

Baas said in coming months, there will be more discussion on ways to further reduce the amount of waste generated in Kent County.

“All the stakeholders and partners here are saying, ‘Let’s find a better way to do this. And let’s divert and reduce what we are generating,’” said Baas. “We want to take this to the next level.”

With a strong, rebounding economy and “great collaboration between the public and private sectors,” Baas said Kent County should be looking at ways to further reduce what goes into landfills.

“We need to capture that value” that can be found in waste, he added.

Baas took over as director of the

Kent County DPW Feb. 2, replacing Doug Wood, who had been the director since 2006 and had spent 24 years with Kent County.

Baas previously was employed by Kent County from 2004 to 2007 in county administration. He then was employed by Valley City Environmental Services as general manager and was also a division manager at Youngs Environmental Cleanup service.

The Kent County DPW employs 55 and operates as a county enterprise fund, which generates its own revenue. It reports to the Board of Public Works, which is appointed by the Kent County commissioners. Its sole responsibility now is management of solid waste in the county.