

7/25/2022

**Topic:** Presentation on curbside solid waste collection for the period beginning October 1, 2022.

**Discussion:**

The City's curbside collection contract with Casella expires on September 30, 2022.

Public Works issued three requests for bids for curbside solid waste collection services since early 2021. The first two requests were for automated only. The third request for bids was for both automated and manual collection.

The last proposal (bids received April 2022) was advertised on the City's website and in the Laconia Daily Sun. Additionally copies were e-mailed to:

- Dumpster Depot
- Imperial Hauling
- Pinard
- Casella
- Waste Management

Only one firm, Casella, submitted a bid.

**The following table is a comparison of annual collection costs for the three most recent bids:**

<b>Contractor</b>	<b>February 2021 (Automated only)</b>	<b>December 2021 (Automated only)</b>	<b>April 2022 Automated</b>	<b>April 2022 Manual</b>	<b>Difference Manual vs Automated (April Bid)</b>
<b>Casella</b>					
Trash Collection	\$546,000	\$612,996	\$625,000	\$790,000	\$165,000
Recycling Collection	\$213,996	\$225,072	\$230,000	\$336,000	\$106,000
<b>Total</b>	\$759,996	\$838,068	\$855,000	\$1,126,000	
<b>Waste Management</b>					
Trash Collection	\$832,608	Did not bid	Did not bid	Did not bid	
Recycling Collection	\$346,860	Did not bid	Did not bid	Did not bid	
<b>Total</b>	\$1,179,468				

Public Works has completed its analysis of the cost of bringing curbside collection service in-house for both a manual and an automated option.

The following assumptions were made to develop the estimate for in-house collection services:

- Same level of service for curbside solid waste collection
- **No impact due to summer extra services, vacations, personal & sick days and lost time due to injuries**
- **Personnel can be hired, and they can be hired at the existing pay scale.**
- Operational costs for the third year of operations after ordinary wear and tear begins to impact the cost of operating the collection trucks
- All new hires are on the family health insurance plan
- Union contract does not change – “2.5” time on holidays & overtime on Fridays (June through Sept)
  - 5 holidays
  - 90 hours per person for Friday overtime
- No impacts due to inflation

The following table is an estimate of the annual cost of providing in-house collection services:

Type	Manual	Automated	Comments
Equipment purchases	\$317,000	\$352,000	Four trucks 5-year lease to purchase
Annual operational costs	\$256,000	\$251,000	Fuel, repair parts, etc
Staffing Costs	\$555,000	\$343,000	
<b>Total Annual Costs</b>	<b>\$1,128,000</b>	<b>\$946,000</b>	

Also, Public Works facilities do not have the following items to support solid waste collection:

- Sufficient parking for the number of additional trucks and personal vehicles
- A wash bay to clean the trucks every workday
- Sufficient maintenance bays to support the additional workload associated with solid waste trucks.

	<b>Automated</b>	<b>Manual</b>
<b>Casella</b>	\$855,000	\$1,126,000
<b>In House</b>	\$946,000	\$1,128,000

The start date for automated collection depends on:

- the arrival of trucks
- the arrival and delivery of the carts

The lead time for automated trash trucks is 12 to 15 months. Firms can and do reserve spots for replacement vehicles. Casella’s Belmont “office” has received one automated collection truck. It is possible that Casella using its replacement orders may have all of the automated trash trucks it needs to service Laconia before July 2023.

Cart delivery lead time is approximately 45 days. Most of this time is used to finalize the delivery plan that includes scrubbing the City’s address list and planning the delivery. A proposal on the allocation of carts will be considered at a City Council meeting in September.

Public Works at the City Council meeting on August 8, 2022 will ask for a decision on retaining manual collection or converting to automated collection. Public Works recommends that the City Council at their August 8, 2022 meeting approve the conversion to automated curbside solid waste collection with a proposed start date of April 1, 2023, as:

- The conversion reduces the growth in costs of providing curbside solid waste collection service
- Renting trucks to start on April 1<sup>st</sup> is less than continuing manual collection until the trucks arrive which is likely to occur 12 months after the Councils decision.

If the City council decides to convert to automated collection, the next step in the conversion process is to finalize the changes to the City’s cart allocation plan and change the appropriate City ordinances to implement that plan. Public Works intends to present its proposal to Council in September.

Once the cart allocation plan has been approved, Public Works and Casella will refine the number of stops. Since Casella’s automated collection bid is based on 5,400 stops where the number of stops is defined as a container not a house or a business, a change in the number of stops will change the costs of the contract.

Public Works if the City Council decides to convert to automated curbside collection will began a public information campaign which will be updated once the cart allocation plan has been approved. This campaign will include:

- Public information meetings
- Ads and articles in the Laconia Daily Sun
- Updates in the Laconia Links newsletter
- “How to” presentations on You Tube and Channel 24

The campaign will include information on:

- Options for senior citizens to obtain smaller containers.
- Disposal procedures for existing containers that are not compatible with automated collection
- Use of the existing Laconia recycles containers
- Solid waste container limits for residences and businesses
- Procedures for excess trash containers