

**CHITTENDEN SOLID WASTE DISTRICT
BOARD MEETING INSTRUCTIONS
FOR THE PUBLIC – REMOTE ACCESS**

Date: Wednesday, September 25, 2024
Time: 6:00 P.M.
Place: ZOOM MEETING INSTRUCTIONS

IMPORTANT:

CSWD will hold a hybrid Board of Commissioners Meeting. The virtual meeting is accessible by computer or phone. Members of the public, joining the meeting remotely, are asked to preregister online using the link below. Following the meeting a recording will be available upon request.

Hi there,

You are invited to a Zoom webinar.

When: Sep 25, 2024, 06:00 PM Eastern Time (US and Canada)

Topic: Board of Commissioners Meeting

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_JP_jEPFrSsiqFn2X12hfvQ

After registering, you will receive a confirmation email containing information about joining the webinar.

For those without internet access, call 802-872-8100 ext. 247 and leave a message to register for the meeting. A call-in number will be provided to you prior to the meeting.

Participants will be in listen only mode. Call in controls include: *6 – toggle mute/unmute and *9 to raise your hand.

CHITTENDEN SOLID WASTE DISTRICT
REGULAR MEETING

Date: Wednesday, September 25, 2024
Time: 6:00 P.M.
Place: **Hybrid Meeting - ZOOM Meeting or In-Person at CSWD Administrative Office**
19 Gregory Drive, South Burlington

*** (E) Indicates enclosures (H) Indicates handouts (D) Discussion Only

1. (E) **Agenda** (6:00 p.m.)
2. **Public Comment Period** (6:00 p.m.)
3. (E) **Consent Agenda** (6:05 p.m.)
 - 3.1 Minutes of August 14, 2024 (page 3)
 - 3.2 Program Updates (page 6)
 - 3.3 Executive Director Update (page 16)
 - 3.4 North American Hazardous Materials Management Association (page 17)
Outstanding Service to our Industry Award – Jen Holliday
 - 3.5 Finance – Warrant, Cash Investment and Reserve Balances (page 18)
4. (E) **Organics Recycling Facility – Equipment- Shredder Purchase** (6:15 p.m.)
Board Action Requested: Approve purchase (page 20)
5. (E) **Executive Session – real estate transactions** (6:40 p.m.)
6. **Other Business** (7:10 p.m.)

Possible Action could occur on any agenda item, although not initially noted. If you need an accommodation, please call the District at 872-8100 upon receipt of this notice. All times listed are an estimated start and duration.

DRAFT

CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF REGULAR MEETING
August 14, 2024

***Hybrid Meeting via Zoom.**

PRESENT**BOARD MEMBERS:**

Bolton	-----
Burlington	Matt Kobzik, Alt.
Charlotte	Ken Spencer
Colchester	-----
Essex	Alan Nye
	Wendy Duncan, Alt.
Essex Junction	Mike Sullivan
Hinesburg	Rick McCraw
Huntington	Barb Winters
Jericho	Leslie Nulty
	Tom Joslin, Alt.
Milton	Henry Bonges
Richmond	-----
Shelburne	Matt Lawless, Alt.
So. Burlington	Paul Stabler
	Allison Lazarz, Alt
St. George	-----
Underhill	Paul Ruess
Westford	-----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf

STAFF:

Sarah Reeves, Jen Holliday, Josh Estey, Amy Jewell, Becky Johnston

OTHERS PRESENT: Thomas Melloni, Esq.

- AGENDA:**
1. Call to Order & Agenda
 2. Public Comment Period
 3. Consent Agenda
 4. Personnel Rules & Regulations
 5. Other Business
 6. Executive Session
 9. Adjournment

1. CALL TO ORDER & AGENDA

P. Ruess called the meeting to order at 6:00 p.m.

2. PUBLIC COMMENT PERIOD – No public comment.

3. CONSENT AGENDA – P. Ruess change noted regarding motion from 7/10/2024.

4. PERSONNEL RULES & REGULATIONS – A. Jewell explained that CSWD has various buckets of paid time off and is requesting a change to combine personal time and Bennington Battle Day into the vacation time bucket. This proposal does not increase the time off for employees but does simplify the process. She noted that the change would result in employees being able to carry over more time per year (1x their accrual rate) and based on that an employee leaving employment could be paid out additional time. She also noted that the two personal days are available for employees to use with little notice, based on their situation, and vacation time is scheduled in advance.

Discussion was held on the following:

- timing of accruals/financial ramifications - A. Jewell said that employees receive a lump sum on July 1st but are only eligible for their pro-rated portion if they leave CSWD.
- the possible negative impact to employees not having designated personal time. A. Jewell said that CSWD's definition of sick time, which follows state law, is available to use in place of personal time, and includes items covering mental health and the need for a unanticipated time off. She said it is not typical for managers to inquire on specific reasons for employees to request sick time.
- Reasoning for the change being brought to the board – S. Reeves said that the original Charter, although not specifically clear, implies designation of this authority to the Board when the District was first formed and there wasn't a General Manager or Executive Director.

Motion by P. Stabler, Second by A. Nye, BE IT RESOLVED that the Board of Commissioners of the Chittenden Solid Waste District hereby authorizes the Executive Director to update the Personnel Rules & Regulations to include simplification of paid time off as outlined above, and to change the term "sick leave" to "Wellness Leave" to better clarify the use of that leave as outlined in this memo. VOTING: All Ayes. Motion Carried.

5. OTHER BUSINESS –

Recycling Foam - H. Bonges requested the board and staff consider a recycled foam program, which would include foam from furniture cushions. He said that Sleepwell Recycling, who CSWD uses as a vendor for mattress recycling, does accept foam and requested that a program be considered to divert further material from the landfill.

Discussion was held on the following:

- The board's authority to require further material diversion without legislation. S. Reeves noted that we do have this ability within our Ordinance. A. Nye commented that this could also occur through Product Stewardship.
- Acknowledgement that furniture can be problematic and also be left out at curbs during the ends of semesters.
- B. Oakleaf cautioned the board on directing CSWD staff to look into specific waste streams due to a number of complexities, similar to textiles and filmy

plastics, that are longer ongoing conversations. She noted support for investigating all options but said the answer may be unfavorable.

S. Reeves suggested a future board meeting with education on current waste reports. P. Ruess requested that staff look into the foam recycling request and report back to the board at a later date

6. EXECUTIVE SESSION

Motion by P. Stabler, Second by A. Nye that the Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss real estate negotiations, where premature general public knowledge would clearly place the District, its member municipalities, and other public bodies or persons involved at a substantial disadvantage and to permit authorized staff to be present for this session. VOTING: All Ayes. Motion Carried.

The Board entered Executive Session at 6:26 p.m.

MOTION by A. Nye, Second by B. Oakleaf to exit Executive Session and reconvene the meeting.

The Board exited Executive Session and reconvened the meeting at 7:20 p.m.

ADJOURNMENT

MOTION by P. Stabler, SECOND by A. Nye, to adjourn the meeting. VOTING: unanimous; MOTION CARRIED.

The meeting was adjourned at 7:20 PM.

I agree that this is an original copy of minutes and they have been approved by motion of the Board of Commissioners at the __ meeting held in ____.

Amy Jewell, Secretary/Treasurer

#3.2

MEMORANDUM

To: Board of Commissioners
From: CSWD Staff
Date: September 19, 2024
Re: Program Updates

- Solid Waste Management Fee and Disposal (Jon and Becky) – (see attached)
 - As first two months of the fiscal year, from a budget perspective, the SWMF is 5.5% above projected revenues. FY24 revenue is 5.5% higher than FY24 year-to-date. Please refer to accompanying charts.
- Organics Recycling Facility (Dan) –
 - August was the second full month of the ORF Contamination Policy. Continued indications are that the program is working as designed with several advances in decreased contamination. Staff carried out 52 food waste load inspections in August, resulting in a total of 5 “incidental contamination” events. These are the lowest level of contamination resulting in a fine. Just under 10% of inspected loads were fined – down from 19.6% of inspected loads being fined in July (9 fined loads out of 46 inspected). Three separate haulers were involved with these initial contamination events and each event resulted in a \$50 fine.
Despite the return to school and the resulting return of cafeteria loads (typically a higher source of contamination than household or commercial food waste streams), staff is feeling optimistic about the lasting effects of this program. A two-month trend of a lower contamination rate is too soon to tell, but its trending in the right direction despite no large financial penalties.
 - Billable food waste in August totaled 378.4 tons. This is 25.7% above the same month last year and is 4.5% over YTD budgeted totals.
- Materials Recovery Facility (Josh) – data unavailable at this time
- Marketing & Communications (Alise)
 - *Town Report & Annual Report*: Work has begun on the CSWD annual report and town report. The Town Reports will be sent to all Town Clerks mid-October and the Annual Report will be sent to all member towns by February 1, 2025, as required by the CSWD charter.
 - *New Website*: The new website will be launched in November 2024 due to vendor availability.
- Media Mentions:
 - None
 - Outreach Team (Beth) – In 2023, Vermonters collected nearly 177,000 pounds of batteries for recycling; one of the top ranked states in the U.S. And CSWD is teaming up with [Earth](#)

[Rangers](#) and [Call2Recycle](#), to pilot the first ever *Battery Blitz School Challenge* to see if we can generate even more excitement and education about proper battery recycling. Seven schools throughout Addison and Chittenden Counties will compete to see who can collect the greatest amount of dead batteries (by weight) for recycling! The winning school will earn a \$1,000 reward and the top team will earn a pizza party for their participation and success.

- Justice, Equity, Diversity, & Inclusion (Amy) - The JEDI Committee report of FY 24 projects includes: anonymous hiring practices, pictographs for facilities, creation of a comprehensive holiday calendar to bring awareness and education of holiday celebrations, and the use of signature pronouns for CSWD employees. The committee is excited to move forward with FY 25 projects related to accessibility at our facilities, and multi-lingual signage to welcome the multicultural and multilingual community members to our facilities.

CHITTENDEN SOLID WASTE DISTRICT

Tons Disposed based on Solid Waste Management Fees (Year over Year)

Month	Total Tons per Month			
	FY 24 tons	FY 25 tons	Tons Diff.	% Diff
Jul	11,558	11,693	136	1.2%
Aug	11,729	12,870	1,140	9.7%
Sep				
Oct				
Nov				
Dec				
Jan				
Feb				
Mar				
Apr				
May				
Jun				
Total Tons YTD	23,287	24,563	1,276	5.5%
Mgmnt Fee \$ YTD	\$628,748	\$663,201	\$34,453	5.5%

	Tons	\$
FY 25 Budget	126,018	\$3,780,540
FY 25 Actual YTD	24,563	\$663,201
Difference	-101,455	(\$3,117,339)
FY 25 Actual % YTD vs Budget %	19.5%	
YTD % of Months	16.7%	

Chittenden Solid Waste District

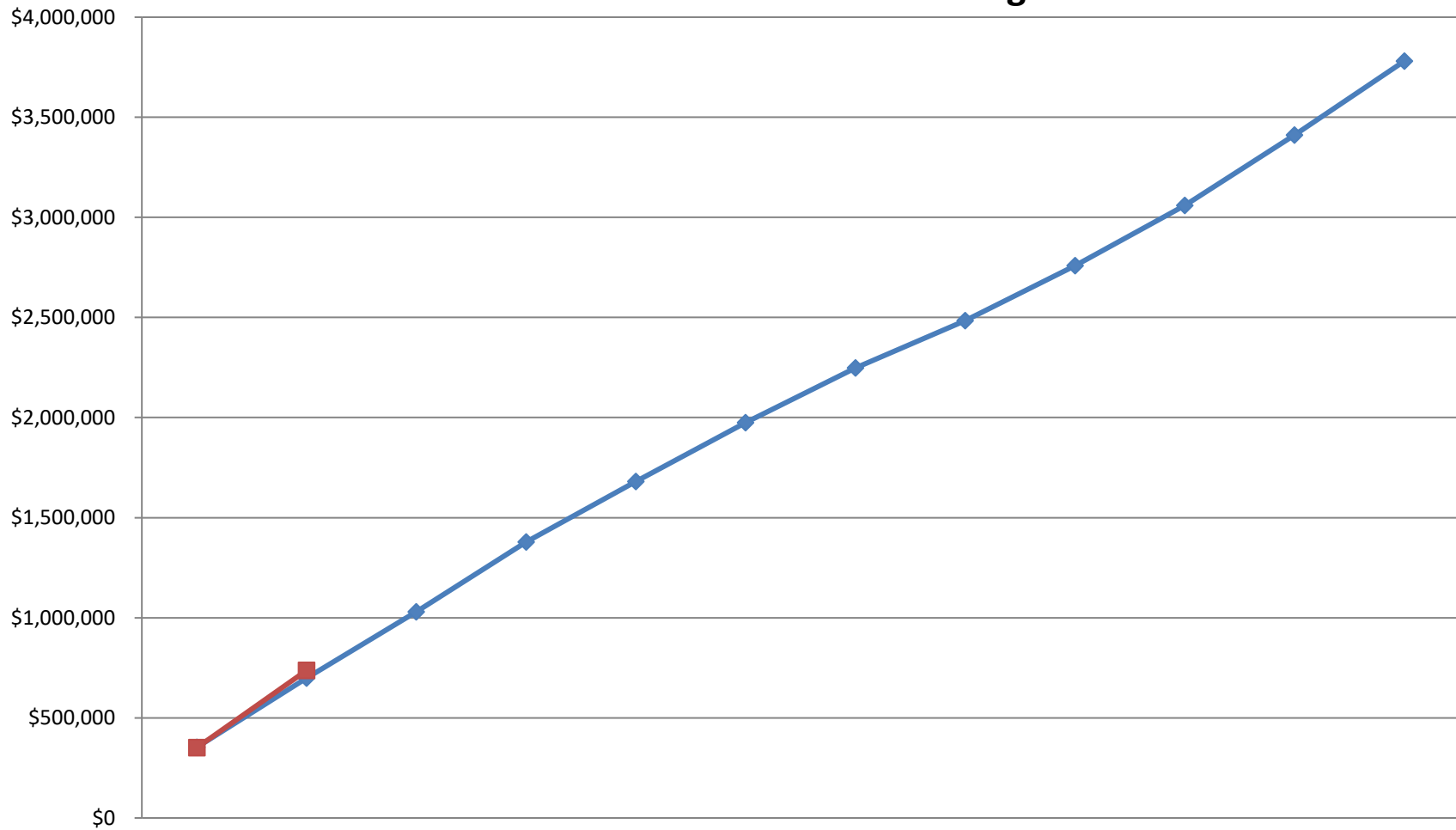
Solid Waste Management Fee FY 25 (Budget versus Actual)

Time	Tons	\$/Ton	\$
FY 25 Budget	126,018	\$30.00	\$3,780,540

\$	Budget \$			Actual		Difference		% of YTD Budget
	Percent	\$ per month	\$ YTD	\$ per month	\$ YTD	\$ per month	\$ YTD	
Jul-23	9.3%	\$352,549	\$352,549	\$350,795	\$350,795	(\$1,753)	-\$1,753	99.5%
Aug-23	9.1%	\$345,781	\$698,330	\$386,095	\$736,890	\$40,313	\$38,560	105.5%
Sep-23	8.8%	\$331,071	\$1,029,401					
Oct-23	9.2%	\$348,959	\$1,378,360					
Nov-23	8.0%	\$302,337	\$1,680,697					
Dec-23	7.8%	\$294,024	\$1,974,721					
Jan-24	7.2%	\$272,990	\$2,247,711					
Feb-24	6.3%	\$236,324	\$2,484,035					
Mar-24	7.3%	\$274,914	\$2,758,949					
Apr-24	8.0%	\$301,208	\$3,060,156					
May-24	9.3%	\$351,309	\$3,411,465					
Jun-24	9.8%	\$369,075	\$3,780,540					

TONS	Budget Tons			Actual		Difference	
	Percent	Monthly Tons	Tons YTD	Tons per month	Tons YTD	Tons per month	Tons YTD
Jul-23	9.3%	11,752	11,752	11,693	11,693	(58)	(58)
Aug-23	18.5%	11,526	23,278	12,870	24,563	1,344	1,285
Sep-23	27.2%	11,036	34,313				
Oct-23	36.5%	11,632	45,945				
Nov-23	44.5%	10,078	56,023				
Dec-23	52.2%	9,801	65,824				
Jan-24	59.5%	9,100	74,924				
Feb-24	65.7%	7,877	82,801				
Mar-24	73.0%	9,164	91,965				
Apr-24	80.9%	10,040	102,005				
May-24	90.2%	11,710	113,716				
Jun-24	100.0%	12,302	126,018				

CSWD - Solid Waste Management Fee Revenues Year-To-Date - FY 25 Actual v. FY 25 Budget



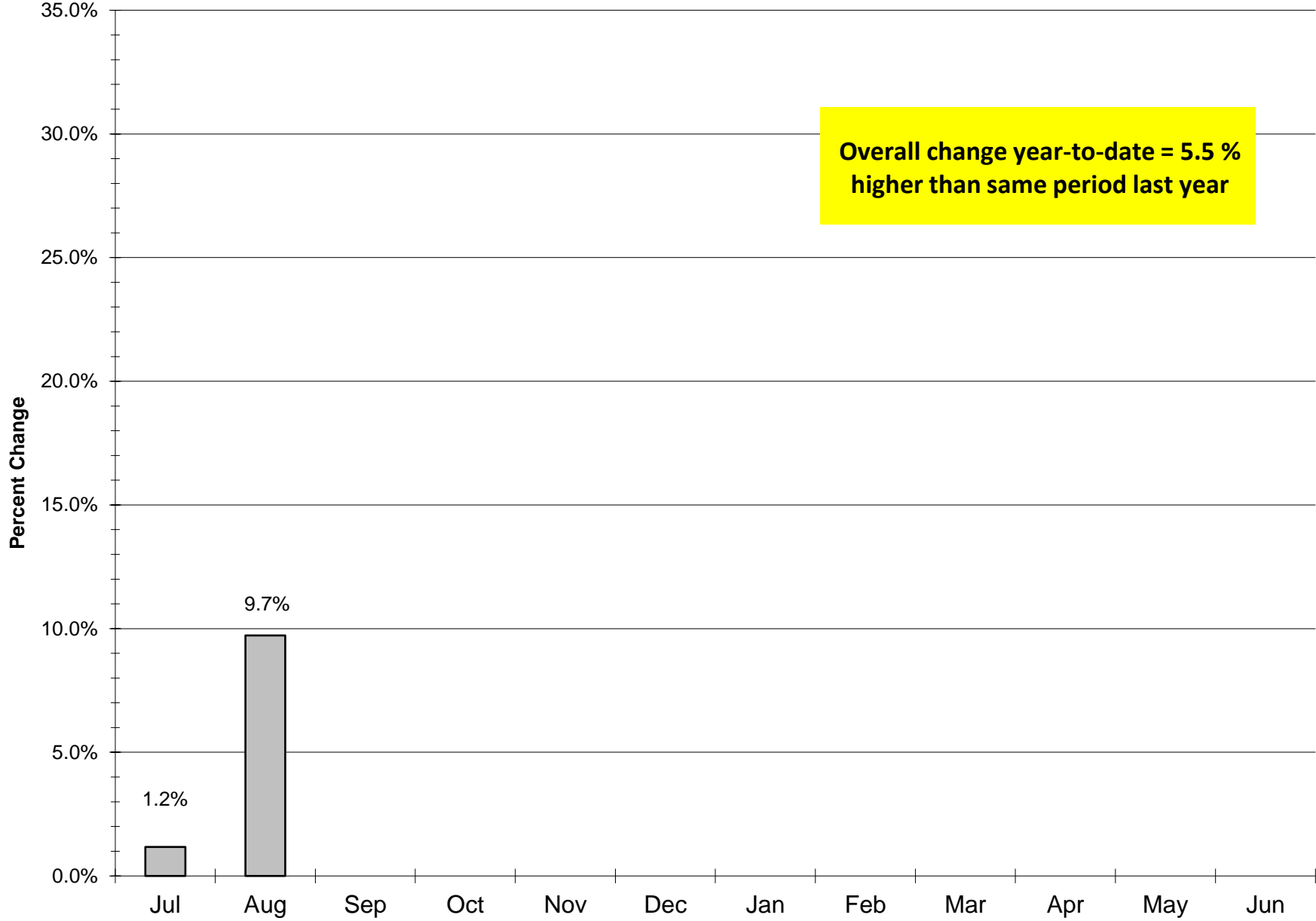
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
—◆— Budget	\$352,549	\$698,330	\$1,029,401	\$1,378,360	\$1,680,697	\$1,974,721	\$2,247,711	\$2,484,035	\$2,758,949	\$3,060,156	\$3,411,465	\$3,780,540
—■— Actual	\$350,795	\$736,890										

CHITTENDEN SOLID WASTE DISTRICT

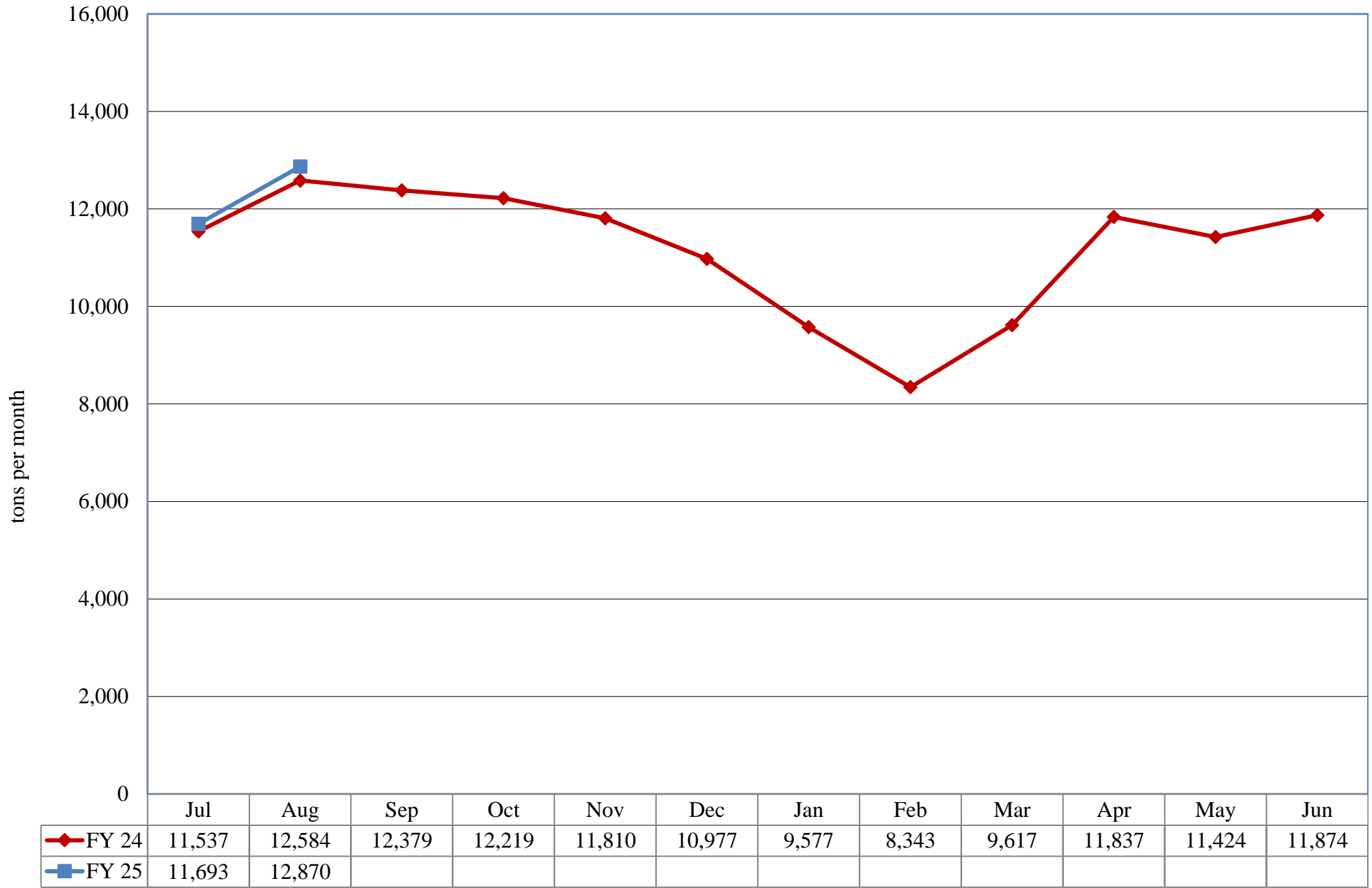
SWMF Tons Refuse Disposed per Operating Weekday

Month	FY 24			FY 25			Difference FY 25 vs FY 24			
	Monthly Tons	# Operating Weekdays	Avg Tons/Day	Monthly Tons	# Operating Weekdays	Avg Tons/Day	Monthly Tons	# Operating Weekdays	Tons/Day Tons	Tons/Day %
Jul	11,558	20	577.9	11,693	22	531.5	136	2	-46.4	-8.0%
Aug	11,729	23	510.0	12,870	22	585.0	1,140	-1	75.0	14.7%
Sep										
Oct										
Nov										
Dec										
Jan										
Feb										
Mar										
Apr										
May										
Jun										
Total	23,287	43		24,563	44		1,276	1		
Average			541.6			558.3			16.7	3.1%

Difference in SWMF Tons Per Month Disposed
FY25 versus FY24

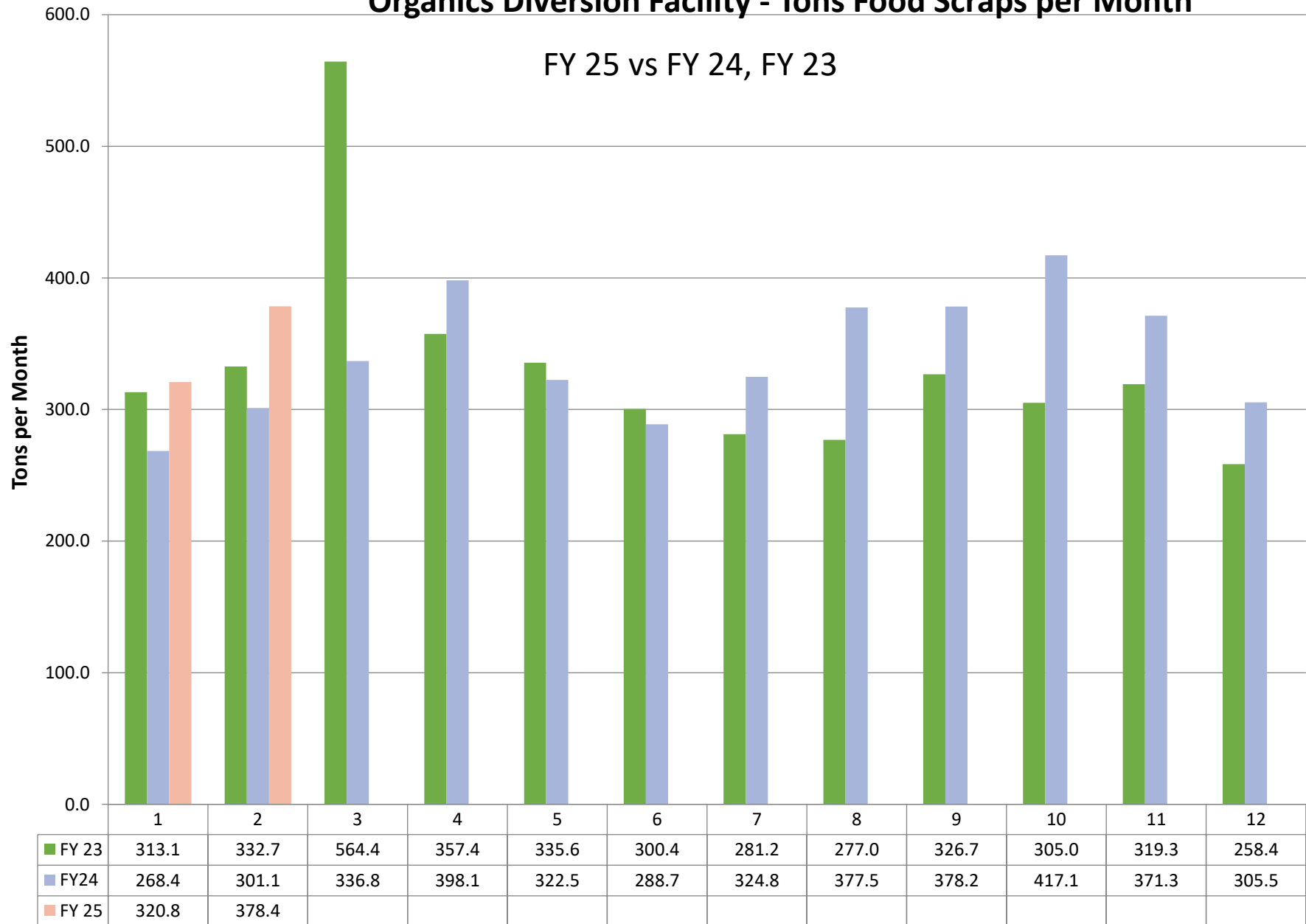


CSWD - SWMF Tons Trash per Month - FY 25 v. FY 24



Organics Diversion Facility - Tons Food Scraps per Month

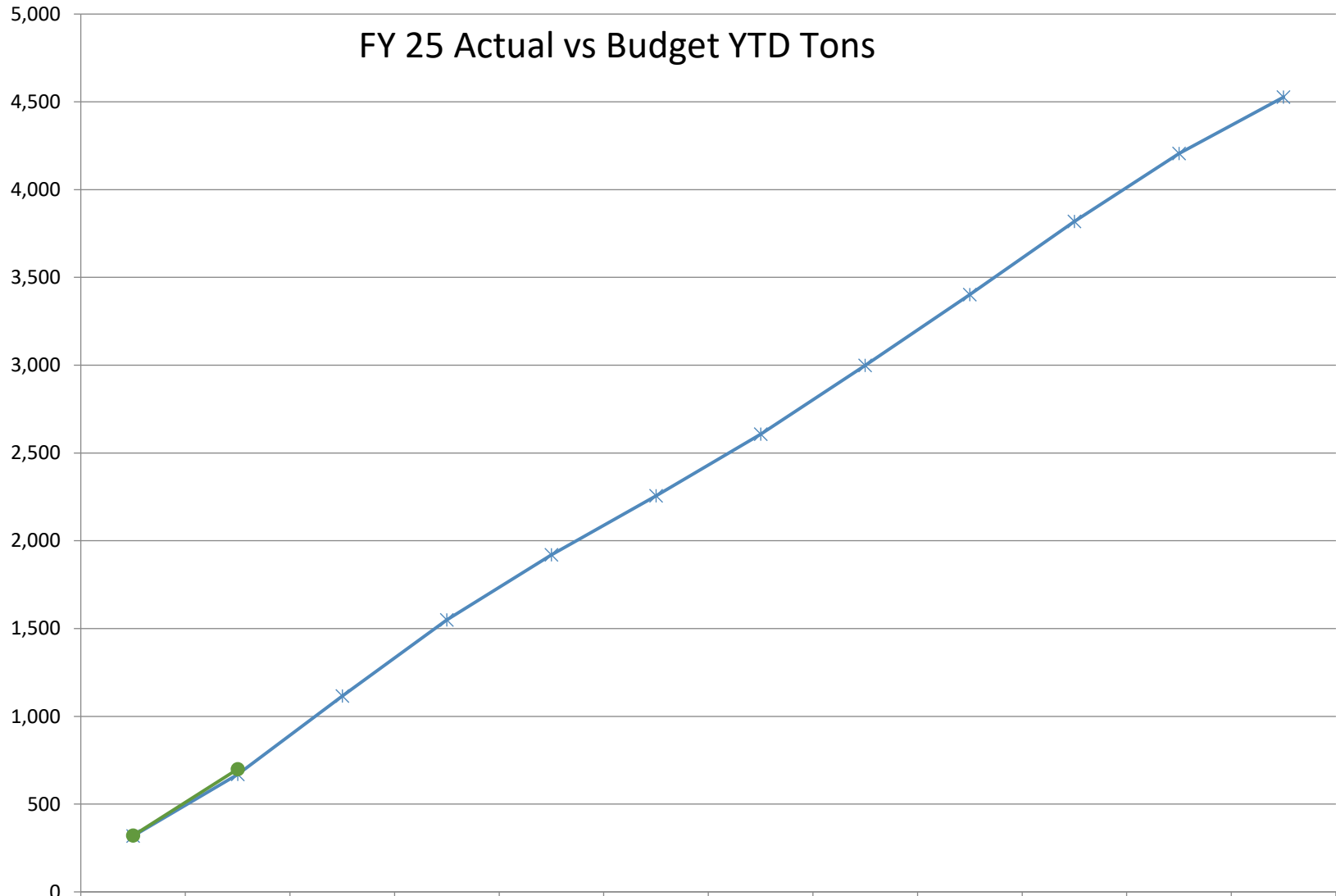
FY 25 vs FY 24, FY 23



Organics Diversion Facility - Incoming Food Scraps

FY 25 Actual vs Budget YTD Tons

Cumulative Year-to-Date Tons



✖ Budget FY 25	1	2	3	4	5	6	7	8	9	10	11	12
● FY25	318	669	1,116	1,550	1,919	2,255	2,608	2,998	3,403	3,819	4,206	4,527
	321	699										

#3.3

TO: Board of Commissioners
FROM: Sarah Reeves
DATE: September 20, 2024
RE: Executive Director Update

July 3 - PRESENT

- **PERSONNEL:**

- New Hires: Julia Restelli (HR & Admin Assistant), Joey Catania (Compliance & Safety Manager), Nico LaBrusciano (full-time DOC operator), Connie Barber (part-time DOC operator), and Zach Richard (full-time Hazardous Waste & Latex Paint Operator) have joined CSWD. These positions fill recent departures from, or empty slots due to promotions within, CSWD. Welcome to Julia, Joey, Nico, Connie, and Zach!

- **BUSINESS TRAVEL:**

- Municipal Waste Management Association, September 9-12: Highlights from the MWMA Fall Summit include learning about California's bills SB54 (Extended Producer Responsibility for Packaging) and SB 343 (Truth in Labeling). California is the fifth state to enact Packaging EPR and is, not surprisingly, setting the highest targets. By 2032, all packaging sold into the State of California must be recyclable or compostable. The target for polystyrene comes sooner – 25% recycling rate by 2025 – making it a defacto ban on polystyrene products by the end of next year. The CA bill also requires plastics source reduction by volume and weight. When mentioned in other bills, source reduction is usually only required by volume. The Truth in Labeling law says that if packaging doesn't meet recyclability standards, the brand owner won't be allowed to use the "chasing arrows" symbol on its package. This is, for good or for bad, the standard symbol used to denote recyclability.
- Next year's MWMA Fall Summit will be in Burlington.
- AMERIPEN, September 16-19: AMERIPEN is a trade association for a wide variety of businesses involved in the "packaging value chain". I was a panelist on the final day workshop where I brought the municipal government perspective to packaging design implications on real-world processing and circularity. There was excellent feedback on the session, with many product designers better understanding the decision-making process municipalities and MRFs go through when deciding what's acceptable in a residential recycling program. EPR for Packaging was also a hot topic at this conference, this time from the brand owners' perspective.

October 2024

- October 14: Executive Board meeting, 5:00pm
- October 23: Full Board meeting, 6:00pm

#3.4

MEMORANDUM

TO: Board of Commissioners

FROM: Sarah Reeves

DATE: September 19, 2024

RE: Staff Award

Jen Holliday, Director of Public Policy and Communications, received a prestigious award from the North American Hazardous Materials Management Association (NAHMMA), for Outstanding Service to our Industry, in recognition of her work on Extended Producer Responsibility (EPR) in Vermont. Jen has been a national leader on EPR since 2008 and has helped Vermont enact ten EPR laws, second only to California's eleven.

In 2023, Vermont passed the first and only EPR law for household hazardous waste in the country. Jen led this effort over a six-year period to get a bill passed.

In my recent travel to two national conferences, CSWD was recognized on the national stage for Vermont's leadership in EPR legislation enactment. The president of the National Stewardship Action Council specifically sought me out to praise Jen's involvement in this arena as a key leader in national EPR efforts. It is no exaggeration to say that Vermont wouldn't be where we are nationally as an EPR leader without Jen Holliday.

Congratulations Jen, and Very Well Deserved!

To: Board of Commissioners
From: Nola Ricci, Director of Finance
Date: September 19, 2024
RE: Warrants, Reserves & Cash Balance

The following warrants have been reviewed by the Finance Committee and disbursements have been issued since the last submitted Finance Memo:

Warrant Date	Warrant Amount
06/12/24	\$ 458,542.67
06/26/24	\$ 356,268.13
07/09/24	\$1,169,730.88
07/23/24	\$ 355,619.20
08/06/24	\$ 861,091.13
08/20/24	\$ 335,411.80

Reserve balances indicate how much of that cash has been assigned or committed for a particular purpose.

As of, June 30, 2024 after the close of the year and before redistribution

Assigned Reserve balances are as follows:

Landfill Post Closure	\$ 531,388.63
Facility Closure	\$ 1,636,766.46
Capital Reserves	\$ 7,702,024.00
Biosolids Reserve	\$ 380,723.68
Community Clean Up	\$ 63,166.48
Solid Waste Reserve	\$ 1,913,357.71
<u>Operating Reserve</u>	<u>\$ 2,581,685.91</u>
Total Designated:	\$ 14,809,112.87
Total Undesignated:	\$ 880,842.12
Cash & Cash Equivalents:	\$ 11,024,748.87
Investments:	\$ 4,289,404.14
Current Liabilities:	\$ 1,414,391.03
Accrued Compensated Time	\$ 296,639.80



ADMINISTRATIVE OFFICE

19 Gregory Drive, Suite 204
South Burlington, VT 05403

EMAIL info@cswd.net

TEL (802) 872-8100

www.cswd.net

Breakdown of Community Clean Up Reserve by Location as of June 30, 2024:

Bolton	\$ 2,500.00
Burlington	2,616.09
Charlotte	2,116.09
Colchester	5,250.00
Essex Jct	4,150.00
Essex Town	7,500.00
Hinesburg	178.23
Huntington	1,586.27
Jericho	5,000.00
Milton	3,413.50
Richmond	5,000.00
Shelburne	2,816.57
S. Burlington	7,500.00
St. George	1,771.32
Underhill	5,000.00
Westford	2,500.00
Williston	4,268.41
Winooski	0.00

All Community Clean Up Funds are brought to their maximum balance at the beginning of each fiscal year.

#4.

To: Board of Commissioners
From: Dan Goossen, Director of Organics Recycling
Date: September 25, 2024
RE: Shredder Procurement

For many years, the District has relied on 3rd party contracted grinding to process wood waste collected at District facilities with the resulting wood product delivered to the McNeil biomass facility in Burlington. Starting several years back, the majority of this wood was rerouted to the Organics Recycling Facility (ORF) for inclusion in the compost recipe, offsetting the need to purchase virgin wood chips for the process. The ORF became the primary location for wood waste collection for CSWD (pallets and dimensional lumber are still largely collected at the Williston Drop off Center).

The costs for 3rd party grinding services have increased significantly over the past four years causing a substantial impact on the operating budget for the ORF. The District receives and processes 7,000-8,000 tons of yard waste each year at \$975 per hour (plus mobilization fee) – bringing the annual cost of the service up to over \$140,000 in FY24. In addition to the increasing costs for processing, the District is hamstrung by the limited number of outside contractors able to perform the shredding services, and these few contractors have limited availability. This has proven particularly problematic during times of peak seasonal yard waste inputs when ORF collection areas are most cramped for space.

Due to the annual cost increases in late 2023 ORF staff began investigating slow-speed shredders that could meet ongoing yard waste processing needs. While high-speed grinders, such as the ones used by the vendors who have provided processing over the past several years, are efficient at processing wood waste, they don't work nearly as well when trying to process leaves or combined yard waste. Nor do they work for our considered secondary use for this machine, shredding tires.

Over the winter months, staff had the chance to demo three different machines supplied by three separate vendors. All three machines were demonstrated for their ability to shred both yard waste at the ORF as well as tires at the Williston Drop Off Center. Two of the three machines that were brought in for demo did a good job at reducing tires to the proper sizing, though only one of those machines also excelled at efficient size reduction of yard waste.

Shredding the District's whole tires to a 3" shred would reduce the number of tractor trailer loads (from 30 down to 14 each year) needed to haul to the tire recycling facility in Fairfield, Maine, based on current inbound rates of 450-516 tons per year. The size reduction achieved by onsite shredding would also reduce the associated tip fees paid for whole tires by roughly \$78,525. While the shredders performed well during the demos of tire shredding, there are still a lot of aspects to this operation that need to be ironed out and this secondary use would be a pilot from the outset.

Financial models have been built to show the cost of owning and operating the preferred shredder for processing either yard waste or both yard waste and tires. Throughput rates were determined following two month-long rental periods where the preferred machine was brought onsite for multiple rounds and many weeks of shredding different combinations of materials. It is estimated that 381 hours of yard waste shredding and 109 hours of tire shredding would be required to process all of the two material flows currently received by the district each year.

Estimated annual costs to own and operate the preferred shredder total \$104,129 for yard waste processing, or \$122,549 for yard waste plus tires. Due to the substantial cost avoidances with hiring out grinding and the significant reduction in tip fees if tire shredding is added to the operation, the estimated net savings to the district by adding shredding is between \$42,998 and \$93,476 annually.

<u>Cost Avoidance</u>	<i>Yardwaste Only</i>	<i>Yardwaste & Tires</i>
Subtotal Savings Realized by Not Hiring 3rd Party Grinding at ORF	\$144,483	\$144,483
Subtotal Savings - Other CSWD Departments	\$2,644	\$81,169
Tire Disposal Savings by Shredding to 3"		\$78,525
Savings Realized due to Not Hauling Woodchips	\$2,644	\$2,644
TOTAL ANNUAL DISTRICT COST AVOIDANCE	\$147,127	\$225,652

<u>Net Savings</u>	<i>Yardwaste Only</i>	<i>Yardwaste & Tires</i>
Total costs to operate shredder including labor	\$104,129	\$122,549
Ancillary Costs for tire shredding (mobilization, truck loading, cleanup)		\$9,627
Total annual cost avoidance by shredding in house	\$147,127	\$225,652
NET ANNUAL DISTRICT SAVINGS	\$42,998	\$93,476

Staff issued RFP No. 08092024 for a slow-speed shredder. RFP No. 08092024 – CSWD Slow Speed Shredder was posted online to the VT Business Registry and was also emailed to three regional vendors:

- Timber Ridge Equipment, Ephrata, PA
- Viably Equipment, NJ
- Rock and Recycling Equipment, Sutton, MA

The bid selection criteria were based on the following:

- Delivery Schedule
- Thoroughness of Proposal
- Quality of Service and Maintenance
- Total Bid Cost

Twelve total bids were received from eight different vendors. Upon review of the bids, the Komptech Crambo 3400 dual-shaft shredder sold by Viably Equipment achieved the highest rating according to the bid selection criteria. CSWD has owned Komptech equipment in the past and is very familiar with the team at Viably. The Crambo 3400 is the preferred shredder amongst all machines brought in for a

demo and is the machine that staff have the most familiarity with following two months of rental and processing of both target materials. Because the second rental period has just ended, the Crambo shredder is currently onsite at the ORF. It is a brand-new machine with only the ~180 hours of use that staff have put on it during this second rental phase. If approval to purchase is granted, this machine would not require transportation, but could instead be brought into regular use for ongoing shredding needs.

The two months of rental already paid for on the Komptech equipment is applicable as credit towards the acquisition of the new machine. This includes \$54,000 in straight credit and \$15,600 in credit towards parts. The combined effect of this credit brings the overall purchase value down to \$674,150 and includes their standard 24 month/2,000-hour warranty.

RFB No. 08092024 – CSWD LOW SPEED SHREDDER	High Ground Equip - Ecotec	Powerscreen- NE-Edge	Quality Fleet Service - Eggersmann	Timber Ridge - Eggersmann	Viably - Komptech
Total Bid Cost	\$ 732,692	\$ 713,191	\$ 735,290	\$ 669,500	\$ 674,150
Base cost	\$ 698,000	\$ 632,000	\$ 724,500	\$ 661,000	\$ 738,500
Additional costs for 3" screen baskets	\$ 6,346	\$ 13,691	\$ 5,395	-	\$ 5,850
Additional costs for 5" screen baskets	\$ 6,346	-	\$ 5,395	\$ 8,500	-
Two Year Warranty	\$ 22,000	\$ 67,500	-	-	-
Less immediate rental credit	-	-	-	-	\$ (54,600)
Less future parts credit	\$ -	\$ -	\$ -	\$ -	\$ (15,600)

Of the top three finalists amongst the qualified submittals to the RFB, the Komptech shredder came in slightly higher than the version offered for the Eggersmann (\$4,650). The Eggersmann was the second-best performing machine in our demo period but did not perform as well as the Komptech with the yard waste. The third lowest price option, the Edge, was requested for a demo but was not available during the period when demos were underway. Unfortunately, this machine would also require 1-2 days of staff time to switch between tooling for different materials (vs. 1-2 hours for the Komptech).

The FY2025 capital budget approved in May of 2024 included \$820,000 towards the purchase of a slow-speed shredder. The full purchase price for the Komptech Crambo 3400 including the \$54,000 rental credit would be \$689,750 (not including the parts credit).

BE IT RESOLVED that the Board of Commissioners approves the purchase of a new 2024 slow-speed shredder from Viably Equipment of Denver, CO, per the received response to RFP No. 08092024 for a total price not to exceed \$700,000.