



Are You Paying Too Much for Trash & Recycling?

MassDEP



MMA Annual Meeting

January 19, 2024

Presented by MassDEP's Municipal Waste Reduction Branch

MassDEP's Solid Waste Master Plan

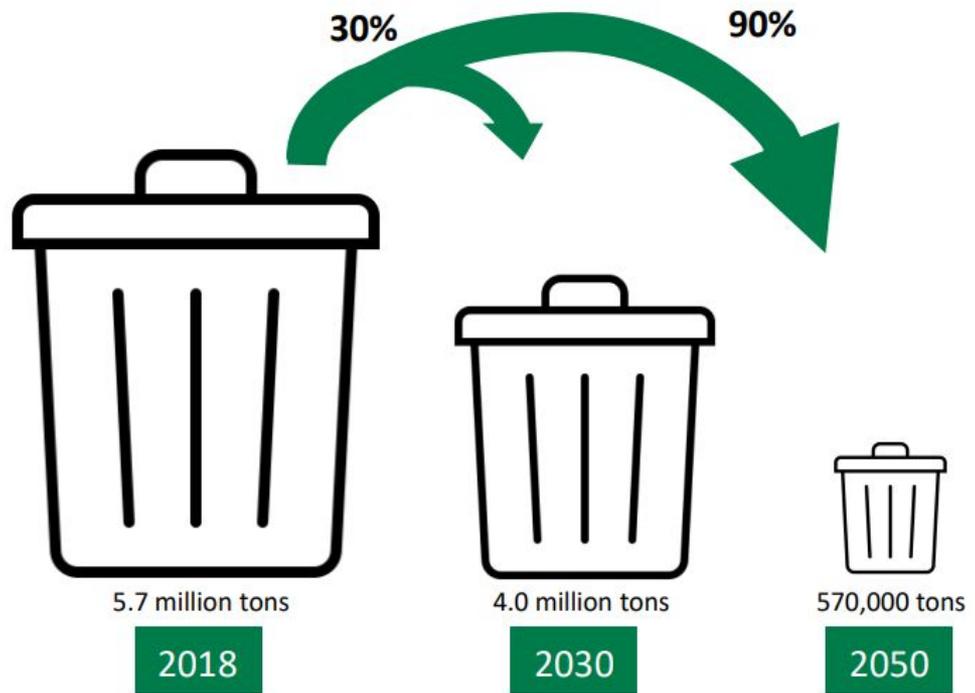


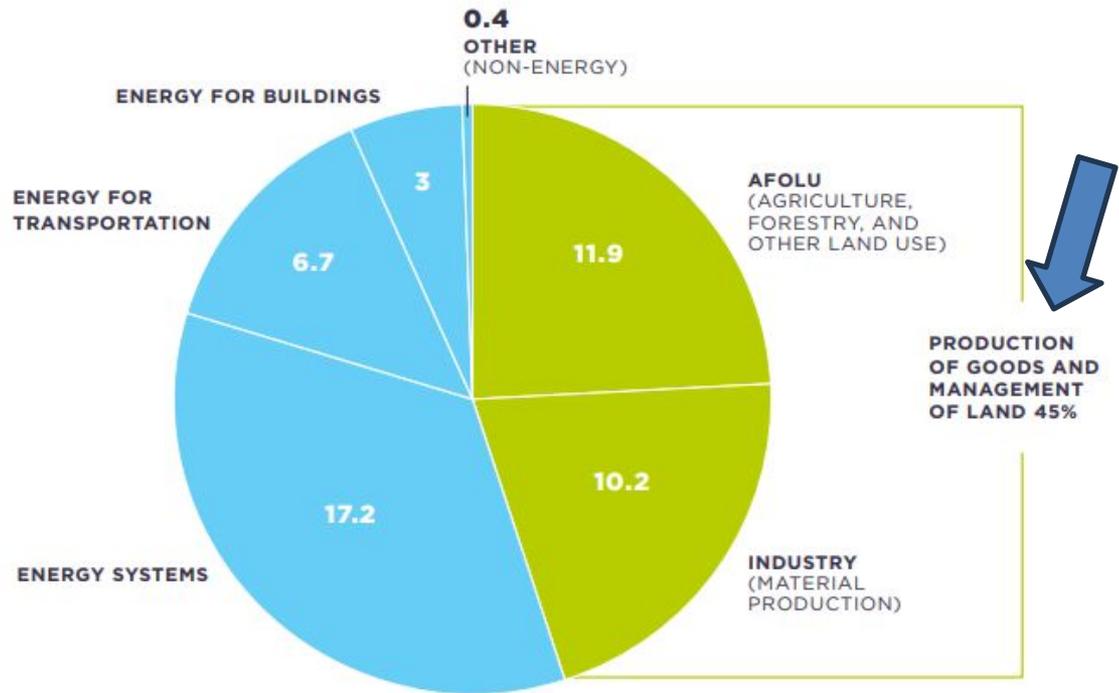
Figure 1. Massachusetts Waste Reduction Goals established in the 2030 Solid Waste Master Plan

Why So Important?

Materials Management and Climate Change

FIGURE 1: 45% OF GLOBAL GHG EMISSIONS CAN BE ATTRIBUTED TO THE PRODUCTION OF MATERIALS, PRODUCTS, AND FOOD, AS WELL AS THE MANAGEMENT OF LAND

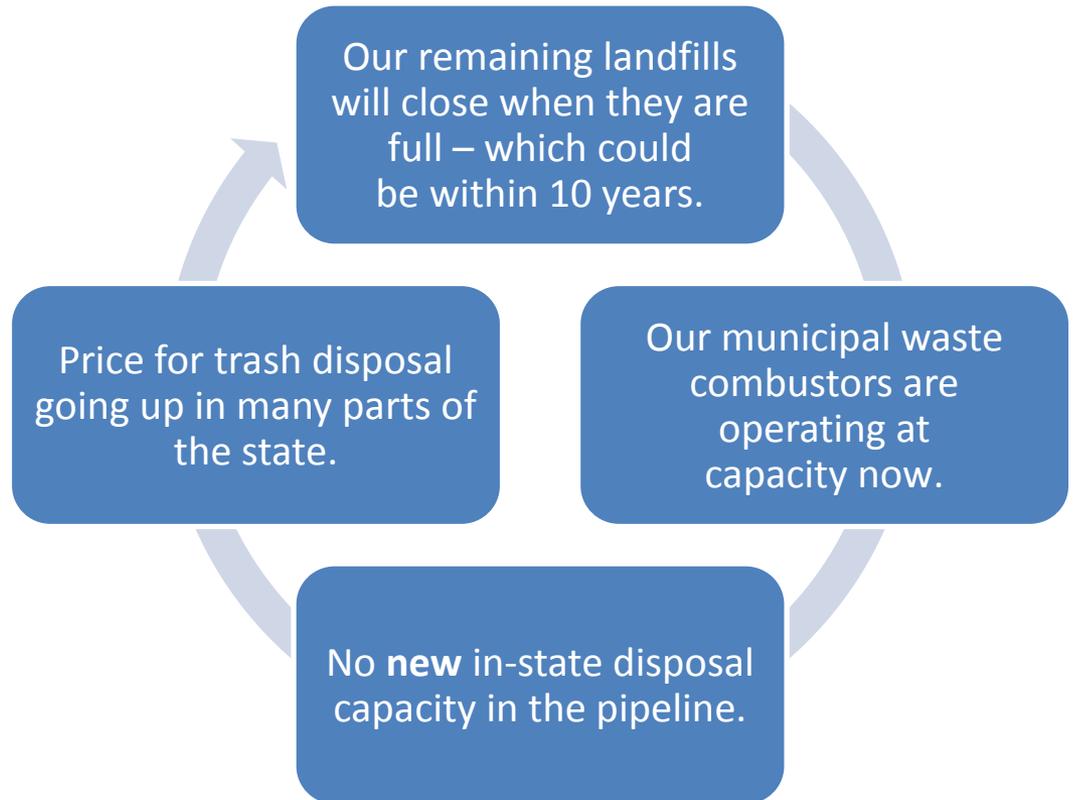
GLOBAL GHG EMISSIONS
BILLION TONNES OF CO₂e PER YEAR, 2010



Note: 'Industry' and 'AFOLU' include their own energy-related emissions but not indirect emissions from electricity and heat production. Source: IPCC, *Fifth Assessment Report (AR5)* and Material Economics analysis.

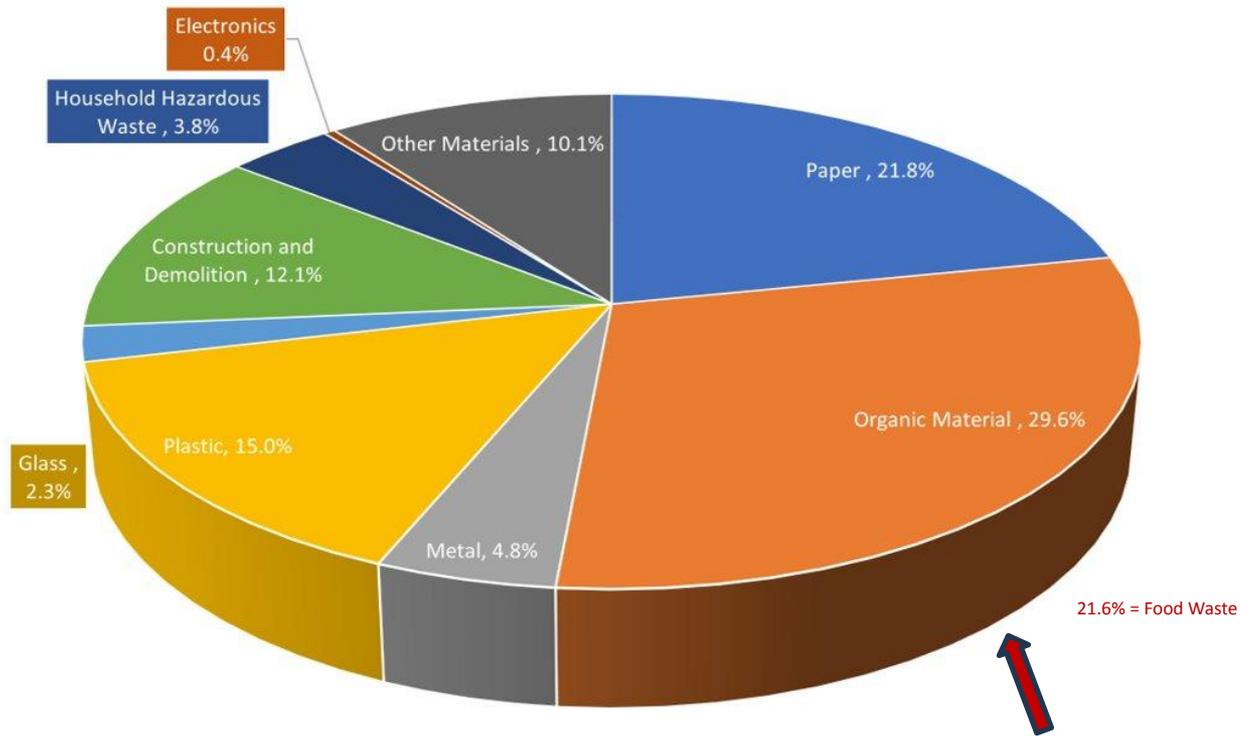
Why So Important?

Disposal Capacity Constraints



Look What's Still in the Trash?

Data from 2022 Waste Characterization Studies conducted at five municipal waste combustors in MA. More than half of solid waste disposed could be recycled or composted.



- ❑ **Solid Waste & Recycling Hauling and Disposal is one of the largest procurements in most municipalities** (outside of school budget).
- ❑ **Hauling, Disposal, Labor and Equipment Costs for Solid Waste and Recycling are Rising.**
- ❑ **Waste Reduction and limiting trash both save money and reduce GHG emissions.**



Why This Matters to Municipalities?

What Municipalities Do Not Control

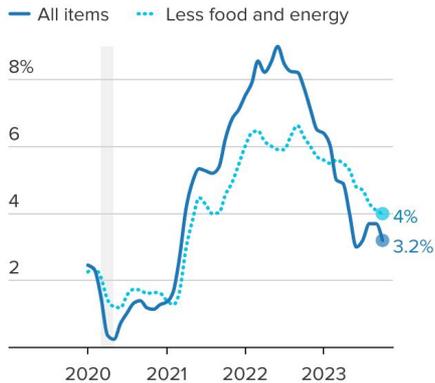
Industry Consolidation



Inflation, Labor & Equipment Costs

U.S. consumer price index

Year-over-year percent change as of October 2023



Note: Shaded area indicates recession.

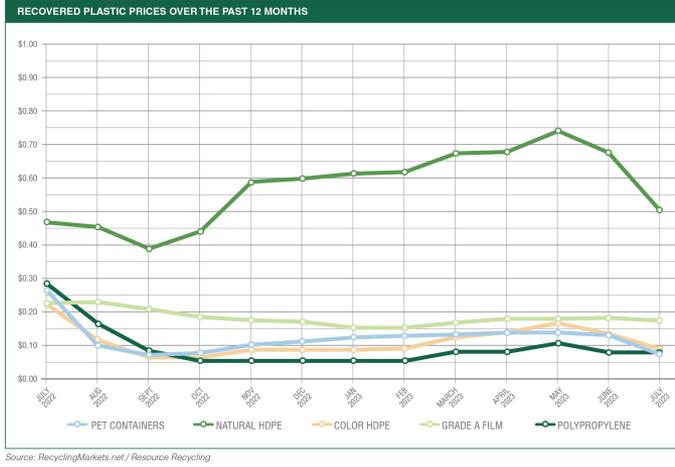
Chart: Gabriel Cortes / CNBC

Source: U.S. Bureau of Labor Statistics

Data as of Nov. 14, 2023



Recycling Commodity Markets



Source: RecyclingMarkets.net / Resource Recycling

Supply Chain Disruptions



What Municipalities Do Control



Policy such as trash limits, diversion of recyclables and organics, and education.

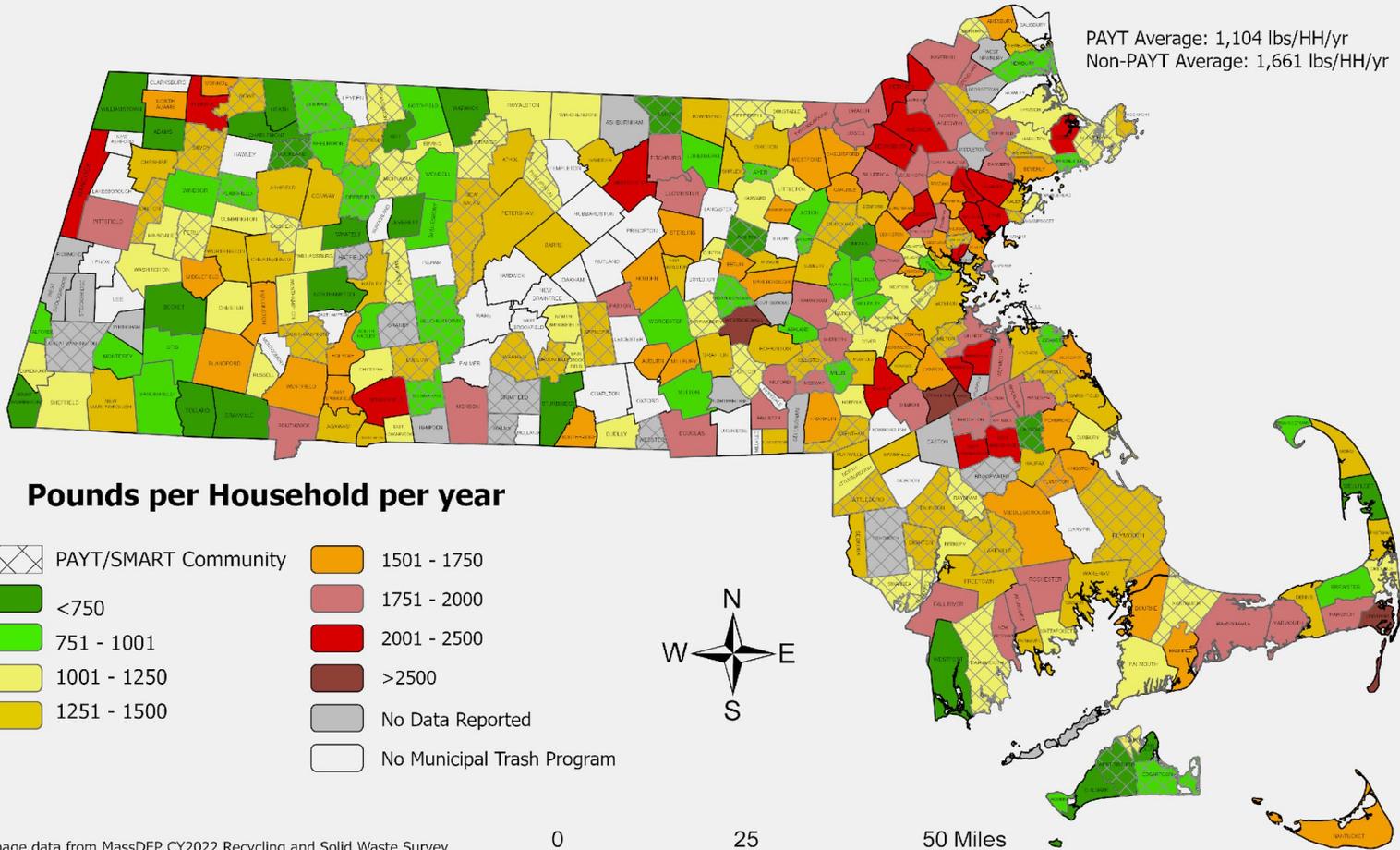


The Procurement Process



How Much Trash Did We Throw Out in 2022?

PAYT Average: 1,104 lbs/HH/yr
Non-PAYT Average: 1,661 lbs/HH/yr



Tonnage data from MassDEP CY2022 Recycling and Solid Waste Survey
This data includes tonnage from municipal bulky waste collection
Municipal Boundaries provided by MassGIS
Map Prepared by MassDEP GIS Program, October, 2023

0 25 50 Miles

1: 1,150,000

Size Matters!

Trash Program Incentives Reduce Costs

Per Household Trash Disposed in PAYT and Trash Cart Programs 2022

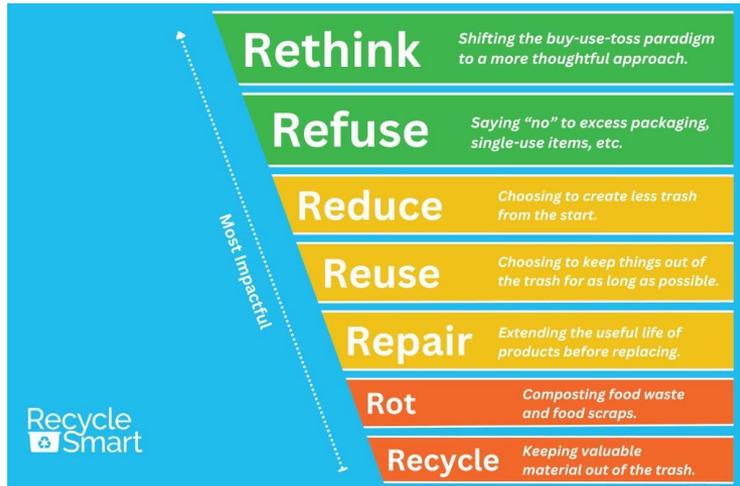


* Number in parenthesis indicates # municipalities reporting
Source: 2022 MassDEP Municipal Solid Waste and Recycling Surveys.



Trash Limits = Lower Costs & Better Choices

Better Choices = Diversion of Recyclables, Organics & More



The Procurement Process

Better Contracts

Improved Services and Cost Controls



The Municipal Contract is:

- The primary vehicle/tool for quality service delivery
- The primary vehicle/tool to control costs
- The primary vehicle/tool for waste reduction

Massachusetts Uniform Procurement Act (30 B)



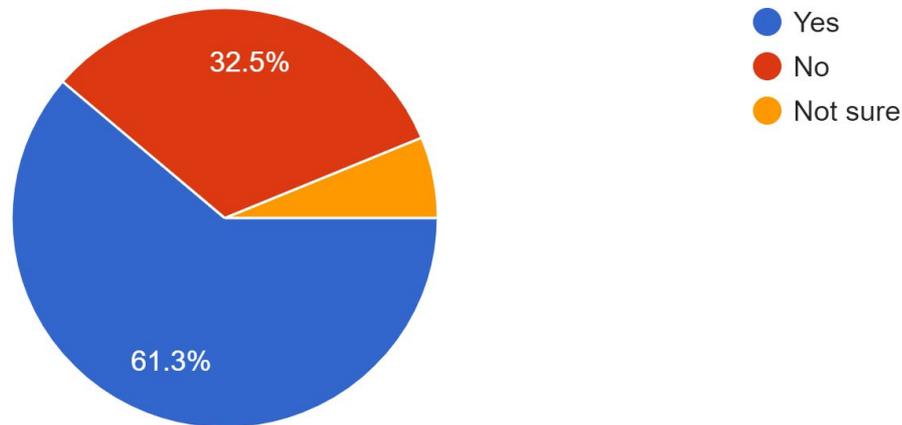
Chapter 30B is the law that governs the procurement of supplies, services and real property by cities, towns and other local jurisdictions in Massachusetts. It contains procedures to ensure open and fair competition for contracts paid for with public money.

Under the Uniform Procurement Act (Mass General Laws, or MGL, Chapter 30B) a contract for the collection, transportation, receipt, processing or disposal of solid waste, recyclables or compostable materials is **exempt** from the public bidding laws of the Commonwealth of Massachusetts (unless a municipality has adopted a bylaw requiring otherwise).

30(B) and the 30(B) Exemption in Use

Did your Municipality use a formal, competitive public procurement process prior to negotiating its current trash and/or recycling hauling contract? Th... a drop-off, the hauling of MSW to a disposal site.

80 responses



Regardless of the 30B exemption, it is often in the best interest of the municipality to publicly bid contracts for solid waste services.

Best Practice, Use a Competitive Process

- The Office of the Inspector General suggests that awarding authorities follow Chapter 30B to the extent possible despite any exemptions or exceptions
- Why?
 - Fair, open, competitive and transparent procurement is a sound business practice and sound public policy
 - Competitive processes save tax dollars



The Contract Team

Solid Waste & Recycling Hauling and Disposal is the 2nd or 3rd largest municipal procurement (outside of school budget) and needs a team reflective of its importance



Procurement Timeline



Develop your own RFP or contract

The municipality should be in the driver's seat by developing the Scope of Work (SOW) and terms of the contract. Ideally the contract is drafted as part of the RFP whether you use a 30 (B) Exemption or not.

REQUEST FOR PROPOSALS (RFP) M.G.L. c. 30B, § 6 CHECKLIST

	Y	N
1. The Chief Procurement Officer (CPO) or a person with delegated authority from the CPO conducted the RFP	<input type="checkbox"/>	<input type="checkbox"/>
2. The CPO or delegated authority documented in writing the determination that selection of the most advantageous offer required comparative judgments of factors in addition to price and specified the reasons for their determination	<input type="checkbox"/>	<input type="checkbox"/>
3. Public notice of the RFP complied with M.G.L. c. 30B § 5(c)		
a. posted on a public bulletin board or website for two weeks before proposals are due	<input type="checkbox"/>	<input type="checkbox"/>
b. advertised one time in a newspaper of general circulation at least 14 days before the deadline for receipt of proposals	<input type="checkbox"/>	<input type="checkbox"/>
c. published in COMMBUYS at least 14 days before the deadline for receipt of proposals	<input type="checkbox"/>	<input type="checkbox"/>
d. advertised at least once in the <i>Goods and Services Bulletin</i> for a procurement estimated at \$100,000 or greater at least 14 days before the deadline for receipt of proposals	<input type="checkbox"/>	<input type="checkbox"/>
4. The RFP specifications included:		
a. time and date for the receipt of proposals	<input type="checkbox"/>	<input type="checkbox"/>
b. address of the location where the proposals are to be delivered	<input type="checkbox"/>	<input type="checkbox"/>
c. time, date and location of pre-proposal conference, if any	<input type="checkbox"/>	<input type="checkbox"/>
d. contact information for person to whom prospective offerors can direct questions about the RFP	<input type="checkbox"/>	<input type="checkbox"/>
e. deadline for asking questions	<input type="checkbox"/>	<input type="checkbox"/>
f. maximum time for proposal acceptance by the governmental body	<input type="checkbox"/>	<input type="checkbox"/>
g. purchase description or scope of services	<input type="checkbox"/>	<input type="checkbox"/>
h. all evaluation criteria with rating categories pursuant to paragraph M.G.L. c. 30B § 6(e)	<input type="checkbox"/>	<input type="checkbox"/>
i. all contractual terms and conditions	<input type="checkbox"/>	<input type="checkbox"/>
j. any necessary documents for reference	<input type="checkbox"/>	<input type="checkbox"/>

Separate Pricing for Each Service

- Trash & Recycling Buildings
- Recycling Processing
- Disposal

Add ons

- Bulky items



Use 3rd Party Indexes

Use a price index to adjust for fluctuating market prices. Chapter 30B contains a built-in mechanism for price adjustments. Section 12 requires that vendor prices remain the same throughout the contract except to the extent that the solicitation and resulting contract provide for price adjustments



RecyclingMarkets.net offers a comprehensive Online Commodity Pricing Index for Post-consumer Recovered Materials.

RecyclingMarkets.net
Home Secondary Materials Pricing SFP Historical About Us Menu

Commodity	Current Price	Change
Aluminum	24.00	0.00
Steel	20.00	0.00
Copper	15.00	0.00
Plastic	10.00	0.00
Glass	5.00	0.00

PETROLEUM & OTHER LIQUIDS

Gasoline and Diesel Fuel Update
Gasoline Release Date: January 8, 2024 | Next Release Date: January 16, 2024
Diesel Fuel Release Date: January 8, 2024 | Next Release Date: January 16, 2024

U.S. Regular Gasoline Prices*(dollars per gallon)	Change from				
	12/25/23	01/01/24	01/08/24	week ago	year ago
U.S. Regular Gasoline	3.116	3.089	3.073	-0.016	-0.186
Diesel Fuel	3.075	3.075	3.075	-0.012	-0.141

U.S. BUREAU OF LABOR STATISTICS

Producer Price Indexes > Publications > Price Adjustment Guide for Contracts

Producer Price Index (PPI) Guide for Price Adjustment

Business firms in search of effective methods for coping with changes in prices often employ price adjustment (escalation) clauses in their contracts. BLS estimates that agreements with a lifetime worth in the trillions of dollars are currently adjusted using either alone or in conjunction with other sources of economic data.¹

Because they measure price changes objectively, both at the aggregated level and for particular products, free from the influence of inflation, PPIs calculated by the Bureau of Labor Statistics (BLS) are widely recognized among business contracting parties, PPIs are useful in price adjustment clauses.

This document provides guidance on the development of price adjustment clauses in contracts that are to be tied to the PPI. It provides great care to avoid serious problems when contract adjustments are implemented. The information in this Guide is intended to bring to the attention of contracting parties that have been brought to their attention in connection with price adjustment clauses.

Must Haves in Your Contract

Prevailing Wage Rates

Liquidated Damages

Clear & Detailed Scope of Work

Insurance Requirements

Performance Bond

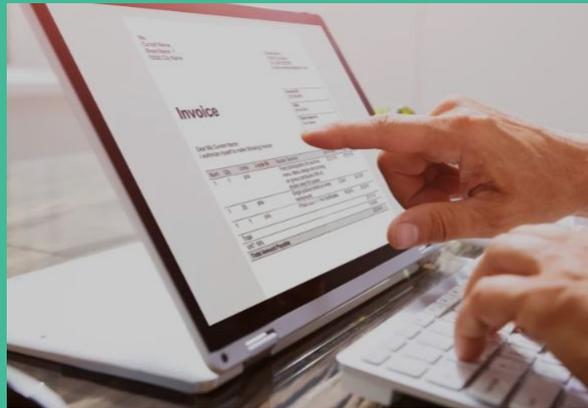
Access to Route Manager/Contact

Contract Administration

Accept shared responsibility with the Hauler

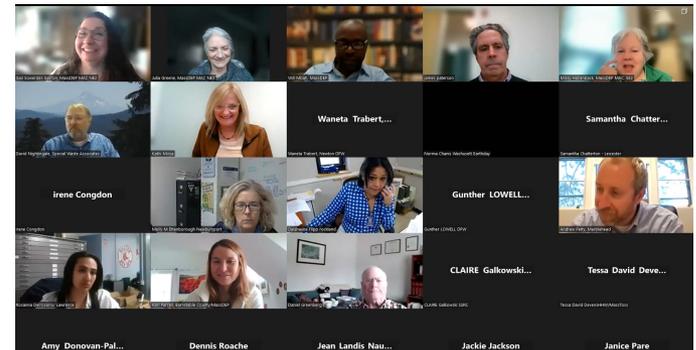
Foster ongoing communication and follow-up

Reconcile Invoices, Report & Correct Discrepancies



Contracting Support from MassDEP and Municipal Peers

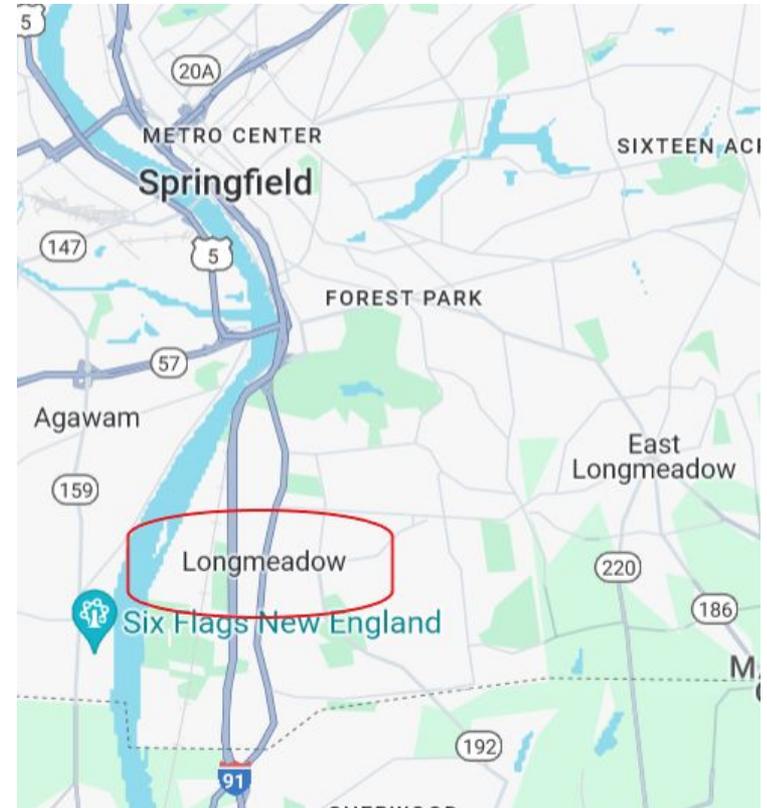
- Best Practices Working Groups (run by MACs)
(includes Contract Bank, RFP Bank and Invoice Bank)
- MassDEP Solid Waste Management Contracts & Contracting Resources webpage
- Technical Assistance Grants for MAC Time to work with the municipality on contracting
- RDP Funds to hire consultants
- Discount Membership to Recycling Markets.net - Commodity Pricing Index for Post-consumer Recovered Materials



Town of Longmeadow

Town Overview

- Western Mass Town bordered by Springfield to the North
Connecticut River to the West
Enfield, Connecticut to the South
East Longmeadow to the East
- 18,500 Residents
- 5,400 curb-side pick-ups (residences)
- Approximately 9 square miles
99 miles of roadways



Town of Longmeadow

Trash Hauling / Waste Reduction Program Overview

- This is a hauling (pick-up) contract which is separate from a disposal contract that is negotiated independently.
- This contract also engages the hauler to assist with the town's waste reduction program through education and enforcement

CONTRACT FOR THE PROCUREMENT
OF
MUNICIPAL SOLID WASTE AND RECYCLING SERVICES



Town of Longmeadow

April 6, 2020

Town of Longmeadow

Trash Hauling / Waste Reduction Program Overview

- Pick-up limited to residential and municipal properties ONLY
- Municipal Buildings:
 - 6 schools,
 - 5 municipal pick-up centers
- Municipal recycling center / transfer station with 4-5 roll-ups (20 or 40 yards)



Depiction of Split trucks that are used to allow pick-up of trash and recycling in one vehicle

Town of Longmeadow

Trash Hauling / Waste Reduction Program Overview

- Trash program:
 - Each residence is given ONE 35-gal Town of Longmeadow wheeled cart for trash per week
 - Additional trash may be disposed in PAYT bags (sold at local outlets)
No more than 40 lbs
 - Pick-up is once per week per household
- Hauler covers 20 road miles per day, five days per week.



Typical Curb-side
pick-up

Town of Longmeadow Dual Stream Recycling Program Overview

- Alternate weeks paper/cardboard with glass/plastic
- Collected in blue bins (free to residents) or another cart provided by the resident
- Delivered to the regional recycling facility (MRF).
- Unlimited recycling allowed

Recycling Calendar distributed to all residences



2023-2024 Town of Longmeadow Curbside Trash & Recycling Pick-up Schedule

Recycling is Mandatory in Longmeadow for ALL Residents & Businesses

July 2023							August 2023							September 2023							October 2023						
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
3	H	5	6	7	8		1	2	3	4				H	5	6	7	8	9		2	3	4	5	6		
10	11	12	13	14			14	15	16	17	18			11	12	13	14	15			9	10	11	12	13		
17	18	19	20	21			21	22	23	24	25			18	19	20	21	22			16	17	18	19	20		
24	25	26	27	28			28	29	30	31				25	26	27	28	29			23	24	25	26	27		
31																					30	31					

November 2023							December 2023							January 2024							February 2024						
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
		1	2	3			4	5	6	7	8			H	2	3	4	5	6		1	2					
6	7	8	9	10			11	12	13	14	15			8	9	10	11	12			5	6	7	8	9		
13	14	15	16	17			18	19	20	21	22			15	16	17	18	19			12	13	14	15	16		
20	21	22	H	24	25		H	26	27	28	29	30		22	23	24	25	26			19	20	21	22	23		
27	28	29	30											29	30	31				26	27	28	29				

March 2024							April 2024							May 2024							June 2024						
M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
					1		1	2	3	4	5			6	7	8	9	10			3	4	5	6	7		
11	12	13	14	15			15	16	17	18	19			13	14	15	16	17			10	11	12	13	14		
18	19	20	21	22			22	23	24	25	26			20	21	22	23	24			17	18	19	20	21		
25	26	27	28	29			29	30						H	28	29	30	31			24	25	26	27	28		

Questions?
Curbside Trash/Recycling Collection contact either:
WM (Waste Management):
1-800-872-4545
Longmeadow DPW:
(413) 567-3400

Recycling & Yard Waste Center, Hazardous Waste contact:
Longmeadow DPW:
(413) 567-3400
www.longmeadowma.gov

Longmeadow also operates a **Recycling & Yard Waste Center** for non-curbside items! See reverse side for trash & recycling details.

Thank You for Recycling!

2023-2024 Town of Longmeadow Waste Reduction Program

Curbside Trash Collection

- One Town of Longmeadow 35-gallon cart per week, per household. Maximum weight 40 pounds/week. Lid must be closed.
- Excess trash must be disposed of in Town approved bags, available at local retail stores (Armatas, Big Y, CVS, E. Longmeadow Rocky's) in rolls of five.
- Excess trash not in Town approved bags will not be picked up.

Questions?

Curbside Recycling Details
FREE blue bins available at DPW

paper
Place in bin.



containers
Place in bin.



CLEAN:

- papers - *Not in plastic bags.*
- wrapping paper
No foils or metallics.
- cardboard
Flatten and cut to no more than 3' x 3'.

RINSED:

- glass/plastic bottles/jars/tubs
Labels, lids and caps on bottles are OK.
- milk and juice cartons
- aluminum/metal cans
- aluminum foil

Town of Longmeadow

Hauling Contract Details

- Town uses RFP bid process every five years
- Process begins about 10 months before contract expiration: team of 5
- Prior RFP document is updated each contract cycle
- We've traditionally seen annual cost improvements by going out to bid
- Historically there have been 4 or more bidders each cycle



Longmeadow Town
Hall

Town of Longmeadow

RFP and Contract Information

INDEX

- Rules for hauler and residents
- Routes for residential pick-up
- Specific numbers and sizes of containers at each municipal site
- Location of disposal (not determined by the hauler)
- Requirement for educational support of hauler (and calendar)
- Fuel cost is indexed and adjusted quarterly based on week 1 analysis

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Town of Longmeadow

RFP Details

- Bid evaluation based on three components of hauling:
 - Residential pick-up
 - Municipal pick-up
 - Recycling center / Transfer Station large roll-offs (wood, bulk, etc.) at lower frequency
- Price for each component of hauling is bid for each of the five years of the contract:
 - This allows us to better compare bids – who’s advantaged in which segment of the hauling contract.
 - Fuel costs are indexed to remove this variable from annual cost increases
- Alternates / adds are bid separately within the same RFP (e.g. leaf pick-up)

LONGMEADOW BID SUMMARIES

Option 1:										
Collection & transportation of municipal solid waste & recyclable materials from households	Vendor 1	Escallator	Vendor 2	Escallator	Vendor 3	Escallator	Vendor 4	Escallator	Vendor 5	Escallator
CURRENT WASTE MANAGEMENT PRICE	\$604,744.00		\$604,744.00		\$604,744.00		\$604,744.00		\$604,744.00	
Year 1	\$622,450.00	2.9%	\$624,660.00	3.3%	\$730,488.00	20.8%	\$700,000.00	15.8%	\$618,701.00	2.3%
Year 2	\$647,350.00	4.0%	\$642,775.00	2.9%	\$752,403.00	3.0%	\$721,000.00	3.0%	\$634,168.53	2.5%
Year 3	\$673,250.00	4.0%	\$661,416.00	2.9%	\$774,975.00	3.0%	\$742,600.00	3.0%	\$650,022.74	2.5%
Year 4	\$700,200.00	4.0%	\$680,597.00	2.9%	\$798,224.00	3.0%	\$764,900.00	3.0%	\$666,273.42	2.5%
Year 5	\$728,200.00	4.0%	\$700,334.00	2.9%	\$822,171.00	3.0%	\$780,800.00	2.1%	\$682,930.26	2.5%
TOTAL AMOUNT (5 YEARS)	\$3,371,450.00		\$3,309,782.00		\$3,878,261.00		\$3,709,300.00		\$3,252,095.95	

Town of Longmeadow

Bid evaluation Information

- Evaluation spreadsheet allows us to compare apples to apples
- Top bidders given opportunity to modify their bid (this uses the 30B exemption to our advantage)



Town of Longmeadow

Summary

- Our experience (relative to local communities that did not rebid the contract) shows a savings of more than 5% in the first year of the new contract.
- **Community has to be willing to change haulers.** It's not as traumatic as one might think – haulers do this all the time, and the new hauler is happy to work with you to make a seamless transition.

Contact Information

Mark Gold

Mgold@longmeadow.org

CONTRACT HISTORY

- Somerset and Swansea
Joint Agreement Bid Process
 - Multiple Bids for Services
 - Low Bidder – Small Local Company
- Hauler Sold Contracts to a Competitor
 - New Provider Larger Player
 - Contracts Unprofitable - Particularly Post COVID
 - Reliability Issues
 - Pressure to Renegotiate Contract
 - Missed Pickups
 - Town Withheld Payment and Threatened Bond



SOMERSET STATS

- Population – 18,250
- Households Served by Municipal Trash and Recycling – 6,900
 - One to Three Family Dwelling Units
- Weekly curbside service for trash in Pay As You Throw Bags
- Weekly curbside Single Stream Recycling using 96 gallon carts
- Five municipal buildings, five schools, town beach and boat ramp are included in the collection program
- Request for Proposal (RFP) process was used
- Contract covers hauling and disposal in bundled contract

CONTRACT EXPIRATION – 07/01/2023

•Process Considerations

- Town Not Interested in Renewing With Existing Hauler
- Maintain or Enhance Service Delivery
- Looking to Retain Pay As You Throw (PAYT) Program
 - Accounts for ~50% of the Cost
- Yard Waste Disposal
- Bulky Waste
- Recycling
- Transfer Station Roll-offs
- Unique Municipal Locations: Waterfront Park and Town Beach
- Mattress Disposal Regulations
- Determination to go Back Out to Bid
- Needed Assistance in the Process

WHAT WE DID

- Internal Meetings Regarding Needs of the Community – Team
 - Administration
 - Highway
 - Finance
 - Procurement
- Discussions with the Select Board
- Engaged the Town's MassDEP Municipal Assistance Coordinator (MAC)
- Acquired an RFP Template from Mass DEP website
- Developed a Comprehensive RFP in Conjunction with MassDEP MAC
 - Two Options Requested
 - Maintain the Current PAYT Program
 - Switch to a Cart Program
- Included a Transition Plan Within the RFP

WHAT WE DID - CONT

- Followed Appropriate Procurement Practices – 30B
- Solicited Bids From Known Providers in the Area
- Posted Bid Document to Cast a Wide Net
- Responded to All Questions Posed by Bidders
 - Developed Supplementary Documents
 - Added Flexibility in the RFP for Three or Five Year Contract
- Engaged Legal Counsel in the Process – KP Law
- Continuously Updated the DEP and Select Board of the Progress



WHAT DID WE GET

- Received Multiple Bids for Services – Five Total
- Opened the Bids at the Designated Date and Time
- Reviewed all Bids for Compliance
- Reviewed the Pricing Proposals
- Worked with the MAC to Develop a Spreadsheet Listing Various Criteria and Pricing
- Engaged in Discussions with the Low Bidder to Determine Ability to Take on the Town as a Customer
- Awarded the Bid
 - Cost in Line with Existing Contract
 - Five Year Agreement
- Notified all Bidders of Award

IMPLEMENTATION

- Discussed the Transition Process and Schedule with the Winning Bidder
- Worked with the Existing Hauler on the Transition Process
- Existing Hauler Opted to Allow the New Hauler to take on Yard Waste Removal
 - Largest Issue with the Current Hauler
 - Allowed the Town to Evaluate Capabilities of the Hauler
- Smooth and Successful Transition to New Hauler
- Many Thanks to MassDEP for the Assistance in the Process





Municipal Waste Reduction: Resources

Grants

SMRP/RDP
Microgrants

Education

RecycleSmartMA
Beyond the Bin

Technical Support

MACs and hands on assistance
Webinars and Working Groups

MassDEP Website

Data, reports, case studies, be
practices

State Contracts/Procurement

Wheeled carts, compost bins,
PAYT bags, EPPs, and much more

RecycleSmart MA



[RECYCLING GUIDE](#) [FAQ](#) [BECOME A PARTNER](#) [RESOURCES](#) [QUIZ](#) [WHERE DOES IT GO?](#) [BEYOND THE BIN](#)

English



Recyclopedia: Can I recycle it?

[Read the newsletter](#)

❄️ Check out our [holiday recycling tips!](#)

RECYCLING OR TRASH?

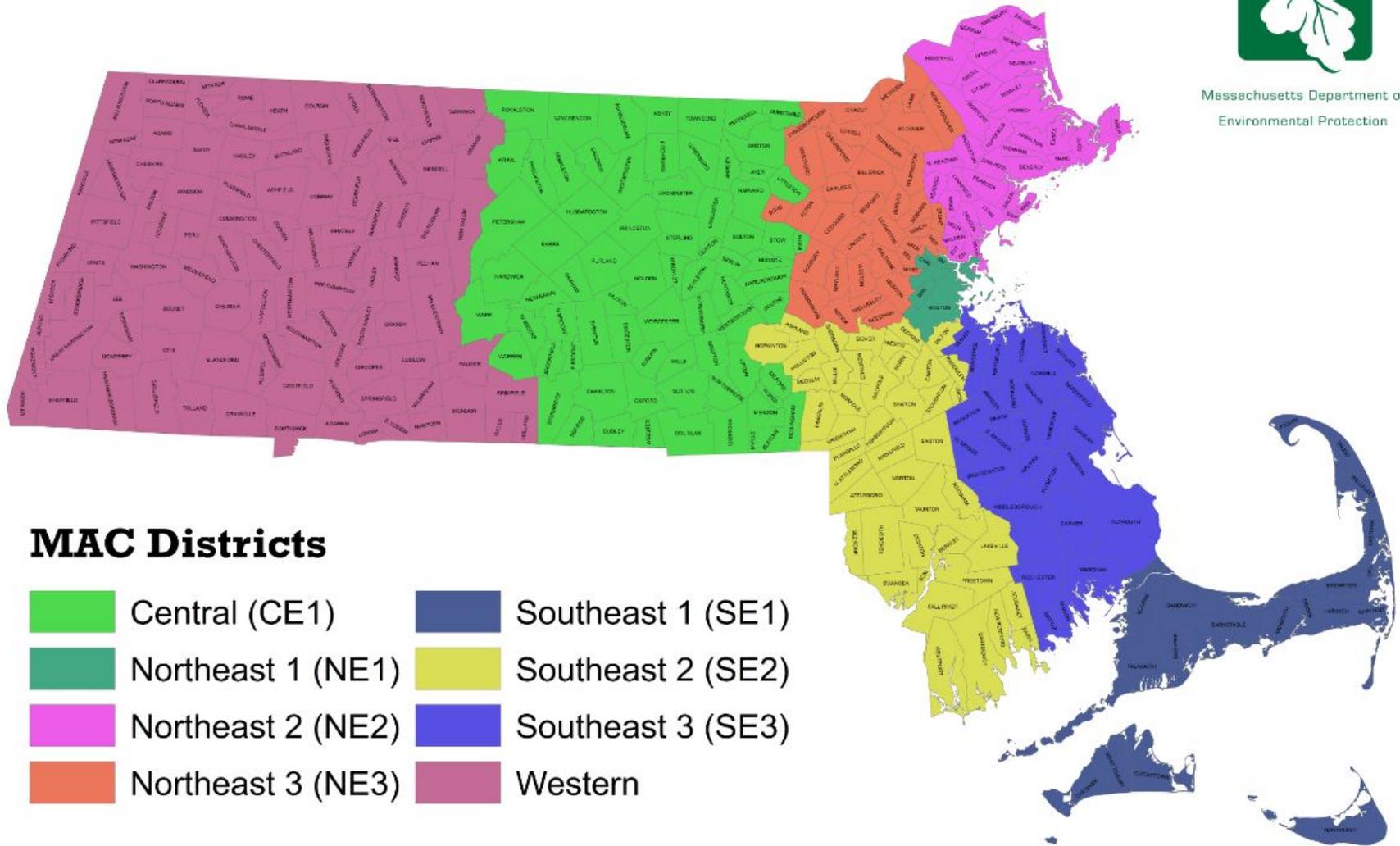
WE'LL HELP YOU SORT IT OUT.



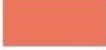
Municipal Assistance Coordinator Districts



Massachusetts Department of
Environmental Protection



MAC Districts

- | | | | |
|---|-------------------|---|-------------------|
|  | Central (CE1) |  | Southeast 1 (SE1) |
|  | Northeast 1 (NE1) |  | Southeast 2 (SE2) |
|  | Northeast 2 (NE2) |  | Southeast 3 (SE3) |
|  | Northeast 3 (NE3) |  | Western |

Contact Information

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Interim Town
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2022

Helpful Links

Environmentally Preferable Products and Services Guide-EPP (OSD)

[EPP Products and Services Guide | Mass.gov](#)

MACs

[MassDEP Municipal Assistance Coordinators | Mass.gov](#)

PAYT

[Pay-As-You-Throw \(PAYT\)/Save-Money-And-Reduce-Trash \(SMART\) | Mass.gov](#)

RecycleSmartMA

<https://recyclesmartma.org/>

Recycling Dividends Program (RDP)

[Apply for SMRP Recycling Dividends Program Funds | Mass.gov](#)

Reuse & Repair Programs

[Municipal Reuse & Repair Programs | Mass.gov](#)

Solid Waste Management Contracts and Contracting

[Solid Waste Management Contracts & Contracting | Mass.gov](#)

SMRP Grant (Sustainable Materials Recovery Program)

<https://www.mass.gov/how-to/apply-for-a-sustainable-materials-recovery-program-smrp-municipal-grant>

SMRP Technical Assistance

<https://www.mass.gov/how-to/apply-for-smrp-municipal-technical-assistance>

