

The City Commission of the City of Fernandina Beach, Florida met in a Workshop on Tuesday August 15, 2017 at 5:00 pm in the City Commission Chambers. Present were Mayor Robin C. Lentz presiding, Vice Mayor Len Kreger, Commissioners John A. Miller, Roy G. Smith, and Tim Poynter. Also present were City Clerk Caroline Best, City Manager Dale L. Martin and City Attorney Tammi Bach.

Mayor Lentz called the meeting to order and led the Pledge of Allegiance to the Flag.

4. PRESENTATION: Maintenance Director - Facilities Mr. Jeremiah Glisson provided a presentation of the City's current sanitation program and discussed potential changes in the upcoming contract for sanitation services. Joining Mr. Glisson were Maintenance Director - Streets & Parks Mr. Rex A. Lester, Utility Billing Supervisor Ms. Melissa Howard, Purchasing Agent Ms. Wanda Weeks and Finance Comptroller Ms. Patti Clifford.

Maintenance Director Jeremiah Glisson provided a historical overview; in 2005, City of Fernandina Beach sanitation services were awarded to Waste Management (WM) who abandoned the contract in 2006 due to loss of revenue. Advanced Disposal acquired the remaining WM contract which ended in 2008. The Advanced Disposal contract was then extended an additional five years but was opened early in 2012, in order to include a recycle program at no extra cost to residents, extending the contract to 2018.

The recycle program averages 115 tons per month of assorted recyclables which are sent to Jacksonville for processing. Advanced Disposal provides 5,770 residential customers with twice weekly curbside garbage, once weekly curbside recycle, and once weekly curbside yard debris pickup. Advanced Disposal also provides 490 commercial customers with one to seven times per week pickup as well as cleanup for special events and storms. Annual numbers are 1,380 tons of recycling, 4,404 tons of residential garbage, 5,316 tons of commercial garbage and 30,000 cubic yards of yard debris. Base rate for residents is \$20.84 per month; commercial rates vary depending on frequency and volume. Reimbursement to Advanced Disposal is 90% of collected revenue. The remaining 10% is allotted to the City for billing and operations and the sanitation fund contributes yearly to the General fund. Management of the mulch site is approximately 550 man hours per year. The City has an annual recycle event and various small community cleanups and acts as a liaison between residents and the contractor.

Over the past dozen years the top ten concerns/issues since sanitation has been outsourced along with possible solutions are as follows: 1) With services seven days per week, downtown garbage cans are always in the right of way and have been an ongoing complaint. A possible solution is to provide a roll off compactor in the next request for proposal and require roll out/roll back service for downtown commercial customers with price for nighttime service and pickup. 2) A misconception is that there is no commercial recycling. There is recycling at parking lot D and a compactor could be incorporated into a waterfront design. 3) Damage to curbs, driveway aprons and roadways could be offset by requiring the contractor to provide a smaller, single axle truck. 4) Complaints about hours of operation are either too early or too late. A new contract would reflect specific hours. 5) Illegal dumping is

an issue as are debris piles in rights of way. A possible solution could to implement a weekly route schedule. 6) Lack of communication on recycling and route changes. Requiring a contractor to provide and maintain communication via a social media platform to alert of schedule changes or other important and timely information. 7) Possible decrease to one time per week garbage pickup dependent on bid pricing. 8) The City run mulch site was left out of the 2005 bid and left to the City to run at an approximate cost of \$100,000 per year including 500 man hours. This would be included in the new bid along with details regarding storm debris cleanup. 9) There is cart confusion between current and past haulers. The new contractor will be required to provide new carts emblazoned with the City logo and/or name. 10) Since 2013 recycling costs have increased substantially as the rebates were eliminated and charges assessed to the hauler. The new contract would require rate adjustments approvals by the City Commission.

The proposed five year multi-million dollar is a franchise agreement contract. There may be possible price increase due to recycling costs and the closure of the nearest landfill in Callahan, Florida and the extended trek to nearby landfills, 43 miles to Camden County and 48 miles to Folkston, Georgia. The bid process would begin on September 1, 2017 advertising request for proposals (RFP), 9/30/17 deadline for questions, 10/13/17 RFP due date, 10/23/17 evaluation of submissions, 11/7/17 City Commission Regular Meeting to authorize staff to negotiate contract for services, 12/27/17 City Commission Regular Meeting to approve service contract.

5. DISCUSSION: Mayor Lentz invited any waste company representatives in attendance to introduce themselves on behalf of their perspective companies: Advanced Disposal Municipal Marketing and Government Affairs Manager Mr. Greg Huntington, 90 Fort Wade Road, Ponte Vedra Beach; Nassau Trash Pros Owner Mr. Tony Fournier, 850568 US-17, Yulee; Mark Dunning Industries Mr. David Dunning, 100 Racetrack Road, Dothan Alabama; Waste Management Sales Manager Mr. Eric Nizamoff, 6501 Greenland Road, Jacksonville; Partner Disposal Owner Mr. Dave Shepler, 463106 East State Road 200, Yulee; Republic Services Government Relations Manager Mr. Don Collins, 700 Imeson Road, Jacksonville; Waste Pro Florida Ms. Dana Miller, 2940 Strickland St, Jacksonville.

Vice Mayor Kreger stated his desired course of action to hire a sanitation provider would be to follow the Invitation to Bid (ITB) process. Commissioner Smith agreed. Facilities Maintenance Director Jeremiah Glisson stated the pros and cons of applying the Request for Proposal (RFP) process versus ITB process. City Attorney Bach explained the ITB process looks at price only and stated the specifications would have to be very well written in order to provide interested sanitation provider parties with enough information to precisely bid the job. ***After additional discussion the City Commission offered no consensus to staff to apply the ITB process or RFP process.***

The City Commission discussed the ten current sanitation concerns/issues outlined in the Facilities Maintenance PowerPoint as follows: 1) Downtown - garbage cans always in the right-of-way (ROW); serviced seven days a week, creates blight, little room to store garbage

carts, merchants do not want carts in front of their businesses. Solution: provide pricing for roll-off compactor in RFP and require roll out/roll back service for downtown commercial customers. Price night time service/pickup. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 2) Downtown – no commercial recycling; recycling is available, but limited space to store carts, reduced complaints since recycle station was moved to Parking Lot D, recycle station – Comprehensive Plan. Solution: Include pricing for roll-off compactors in RFP. ***The consensus to the City Commission was not to incorporate the proposed solution in the ITB or RFP specifications.*** 3) Damages - to curbing and ROW within Amelia Park and in the downtown area; addressed concerns with contractor and there have been improvements. Solution: Require contractor to provide compact single-axle truck for servicing the downtown and Amelia Park areas. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 4) Hours of operation - there have been many complaints over the years about truck noise in the 4AM - 6AM hours. Contract calls for services to begin at 7am; however traffic makes it difficult to perform pickups in the high traffic areas after 7am. Commercial work actually begins around 3AM. Solution: Increase hours of operation from 7AM-7PM to 3AM-7PM, stipulate that commercial pickups in the downtown area and along South Fletcher be serviced after 6am ONLY. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 5) Piles of garbage in ROW - mixed piles have been picked up free of charge: Code Enforcement element. Solution: require in RFP contractor charge for pickup of piles larger than one cubic yard and require all mixed debris piles in the ROW must be removed by implementing a weekly route schedule. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 6) Miscommunication of route changes, missed pickups - there isn't a platform in place that provides efficient communication of changes in route schedule due to: truck breakdowns, roads blocked from contractor, severe weather events. Solution: Require contractor to provide and maintain a communication platform via social media where deviations in route schedule or other important information can be conveyed immediately. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 7) Twice week garbage pickup – necessary? A frequent item of debate has been twice week pickup vs. once week pickup. Many communities have one time week pickup. Twice week pickup is viewed by a majority as unnecessary and wasteful. Language was added in the current contract to allow for a change to once week pickup. During the term of this Franchise the Grantor may elect to change the frequency of residential garbage collection for City residents from two times per week to one time per week. Solution: Require contractor to provide pricing for once week garbage pickup and two times week garbage pickup in RFP. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 8) City Mulch site - General Fund (Streets Division) manages mulch site at a cost of approx. \$100k per year and consumes approximately 550 man hours. Management of yard debris was left out of original contract. Not a common practice. Permitted through Florida Department of Environmental Protection (FDEP) as a staging site. Solution: Task contractor with the full handling of yard debris. Awarded vendor could use the mulch site for staging if need be. ***The consensus of***

the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications. 9) Confusion over cart ownership - some of the garbage carts services by Advanced Disposal are still old carts from Waste Management and COFB. This creates confusion over who is the service provide. Management of yard debris was left out of original contract. Not a common practice. Permitted through FDEP as a staging site. Solution: Require contractor to provide all new carts at start of contract. New carts will be impregnated with the City logo and/or City name. ***The consensus to the City Commission was to incorporate the proposed solutions in the ITB or RFP specifications.*** 10) Increased cost for recycling - recycling costs have increased substantially since 2013. Solution: Provide for rate adjustments in the contract that would allow for once year annual rate adjustments for: CPI increase, fuel surcharge, increase in recycling costs. All fee adjustments would have to be approved by the City Commission. ***The consensus to the City Commission was to incorporate the proposed solution in the ITB or RFP specifications.***

6. ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 6:18 pm.

ATTEST:



CAROLINE BEST
City Clerk



JOHN A. MILLER
Mayor-Commissioner