



Date: July 11, 2024
To: Board of Directors
From: David Aranda, Interim General Manager
Subject: Discussion and Direction In Regard to Utilizing the \$75,000, CalRecycle SB 1383 Local Assistance Grant Funding Money for the Community

Background

The Board of Directors approved the District submitting an application for grant money from the California's Department of Resources Recycling and Recovery (CalRecycle) in conjunction with SB1383 Local Assistance "Organic Waste Recycling 4 Grant Payment Program". The grant funds will be used to assist in complying with regulations adopted by CalRecycle to implement SB 1383.

Alex Soulard of R3 Consulting Group has been the key person assisting the District in accomplishing all the paperwork and interacting with the State of California, specifically CalRecycle. I and Greg and Kim Christie have had a few zoom conversations so that Alex could present options of how the \$75,000 in grant funds could be spent. Alex submitted that information in coordination with the District and Bay View Refuse and CalRecycle approved the current budget.

Please note that R3 Consulting Group will receive \$30,000 for their efforts in seeing this grant program for beginning to completion. The District will receive \$7,000 in indirect administrative costs for the work your IGM is doing on this program and the remaining \$38,000 is broken down as follows:

1. \$5,000 for outreach/education information.
2. \$15,000 for collection bins in public areas for eligible organics and recycling collection.
3. \$18,000 for distribution of dehydration units made by a company called Mill.

The three-dollar amounts may be adjusted with approval of the CalRecycle Grant Manager to better meet the needs of the community.

An outline of the use of the three programs would be as follows:

1. Outreach/education. Possibly hold a festive event that focuses on helping the community understand more about organics and recycling. Provide flyers and other informational tools that assist in allowing the residents to keep focused about the organic and recycling process.

2. The District would purchase larger bins to place in the park so that all landscaping items, i.e. grass, leaves, etc. would be collected and placed in the bin instead of being hauled off to the dump. The district would also purchase new smaller bins for organics and recycling to provide in the community center and other key areas in the park and in other public areas.

3. The Mill product (information attached) would be made available to small businesses in Kensington and made available on a first come first serve basis for residents. There would be a small fee associated with the equipment. For example, the District would purchase 30 of the units at \$625.00 and allow resident first come first serve to purchase a unit at a reduced price of \$100. This would still make residents accountable to some degree and allow a few more people to take advantage of the program. The District and R3 will work with the Mill and the CalRecycle Grant Manager to streamline the funding mechanism to develop an incentive system that is eligible as a grant expense and minimizes any additional administrative demands on the District.

The information regarding the Mill product is attached. There is a unit at the District office in the kitchen that can be viewed.

Exhibits

- SB 1383 Grant-Related Services – R3 Proposal (Updated July 2, 2024)
- Kensington CSD: 2024 Pilot Pricing Proposal
- KPPCSD – Food Recycling Appliance Program Concept
- Mill Overview – 7.3.24
- Email from the Christie's with photos

June 26, 2024

Mr. David Aranda
Interim General Manager
10940 San Pablo Avenue
El Cerrito, CA 94530
submitted via email: daranda@kppcsd.org

SUBJECT: SB 1383 Grant-Related Services – R3 Proposal (Updated July 2, 2024)

Dear Mr. Aranda,

R3 Consulting Group, Inc. (R3) is pleased to submit the attached proposal to Kensington Police Protection and Community Services District (KPPCSD) for SB 1383 Grant-Related Services.

Introduction

R3 is at the forefront of SB 1383 compliance planning and implementation - we have been working with dozens of jurisdictions to fund and implement the regulations and participated in the SB 1383 rule-making process through its finalization. SB 1383 has complex requirements, which affect many aspects of solid waste collection and post-collection systems.

R3 is prepared to assist KPPCSD in implementing the SB 1383 Local Assistance Grant (OWR4). The proposed scope of work is structured to start with an initial analysis of the level of SB 1383 implementation that KPPCSD has undertaken thus far. R3 will solicit information about current SB1383 programs and determine the status of compliance with the law. Once a status is known, R3 will then identify where improvements can be made to meet the requirements of the regulations and implement programs to improve organics diversion and enhance organics collection within KPPCSD.

Our team will assist KPPCSD with program implementation, enhancement of organics collection, and assistance with SB1383 program coordination.

Project Team

Alex Soulard, Managing Consultant, will serve as Project Lead and primary point of contact for this engagement. Alex will be supported by **Kate Scholz**, Managing Consultant, **Carrie Baxter**, Principal as well as other qualified R3 staff as necessary.

We appreciate the opportunity to submit our proposal to KPPCSD. Should you have any questions regarding our proposal or need any additional information, please don't hesitate to reach out directly.

Sincerely,



Alex Soulard | *Managing Consultant*
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1. SCOPE OF WORK

Task 1 SB 1383 Gap Analysis and Implementation Plan

Task 1.1 SB 1383 Gap Analysis and Status Update

R3 follows SB 1383 regulations closely on behalf of many jurisdictions and has conducted research and analysis regarding the programmatic needs of SB 1383 to local jurisdictions under CalRecycle requirements.

Our team will develop a comprehensive survey of the current SB1383 programs operated by the Special District, their franchised solid waste hauler, in addition to services provided by regional agencies to establish the current level of compliance with SB1383. R3 staff will also set up a kickoff meeting with KPPCSD to ask any follow-up questions on the survey responses and to ask additional questions to determine additional needs KPPCSD may have.

SB 1383 touches upon numerous aspects of solid waste management, many of which are currently the responsibility of KPPCSD or their hauler via agreement. As a part of this task, R3 will conduct interviews as needed with KPPCSD staff, hauler staff, and potential third parties such as food banks. R3 will also use the institutional knowledge gained from past work with other East Bay jurisdictions and facilities.

The survey results, meetings, and research will be used to develop an implementation strategy and suite of options for KPPCSD. R3 and KPPCSD will use the assessment to develop and roll out enhanced SB1383 compliance programs.

Task 1.2 SB 1383 Program Implementation and Coordination

R3 will provide program implementation support for organics collection system, and edible food recovery through the full SB1383 Local Assistance (OWR4) grant term. Through regular meetings with KPPCSD R3 will implement programs as needed for KPPCSD.

R3 will work with KPPCSD staff to develop any internal policies or procedures to ensure that regular reporting is occurring from the hauler and KPPCSD to CalRecycle and that SB 1383 criteria are being met. R3 will balance the implementation needs of KPPCSD to ensure that grant funding is used as efficiently and in a balanced timely manner to last the majority of the grant term.

This task will require R3 staff time upfront to establish standard program methodologies and to effectively reorganize any programs to meet the requirements of SB 1383. Over the course of the grant term, the program will need slight adjustments to ensure that they are compliant demonstrate they are working effectively.

Once effective compliance programs have been put into place and have reportable results they will become standard District practices. By the end of the grant term, program implementation should only require periodic check ins and minor adjustments.

Task 1.3 Coordination of Collection System Development

R3 will prepare the solicited survey feedback into a list of District needs specific to collection bin types. KPPCSD will be able to request collection systems that will work best for their customers or specific sites within the community. These will be focused on enhancing organics collection and can include innovative collection types that are eligible expenses within the SB1383 Local Assistance Grant Program.

R3 will work with KPPCSD to solicit bids and develop a budget for grant implementation and container procurement. All grantees' needs will be considered, and bin types will be selected based on cost and anticipated impact of each collection site.

Task 1 Deliverables

- Remotely hosted kick off meeting with KPPCSD.
- Up to eight (8) Quarterly Zoom Meetings with KPPCSD.
- Survey Development and Data Collection.
- Recycled Content Paper Procurement Methodology.
- Request for quotes and review of responses for collection containers and installation costs, if necessary.
- Budget of planned container purchases.
- Reporting of findings and implementation/coordination activities undertaken.

Task 2 District Program Development

Task 2.1 SB 1383 Program Development

R3 will assist KPPCSD in the development of internal programs to become effective and compliant with SB1383. R3 will assess KPPCSD's current level of program implementation and will engage with staff responsible for SB1383 program implementation.

R3 will coordinate the collection of data from KPPCSD. Depending on the level of current records and program data available R3 may provide a set of folders for program data tracking. Based on the initial records provided, R3 will develop a list of additional program needs for each District and will develop a methodology to ensure KPPCSD is implementing the programs effectively and has a regular process for program maintenance and management. R3 will develop a schedule to keep programs regularly updated during the grant term and will establish a process for ongoing maintenance beyond this grant cycle.

Task 2.2 Compliance Reviews and Enforcement Coordination

R3 will solicit information from the Special District and hauler regarding their compliance, route reviews and process for enforcement. Our team will work with the hauler to collect route review data. R3 will also determine how enforcement actions are addressed, and if they are properly documented.

Utilizing the survey identified in task 1 of this proposal, R3 will review records of each KPPCSD's reports of route reviews and/or waste characterization studies performed as part of their SB1383 compliance programs.

Task 2 Deliverables

- Coordination of Program Implementation.
- Coordination of Ongoing Program maintenance plan.
- Recycled Content Paper Purchasing Coordination.
- Route Review Training and Coordination with Hauler.

2. PROJECT SCHEDULE

R3's proposed schedule, below, incorporates tentative dates.

TASK	START	COMPLETION
1. SB 1383 Gap Analysis and Implementation Plan	July 2024	January 2025
2. District Program Development	July 2024	March 2026

3. PROJECT BUDGET

R3 proposes to complete the project for a total cost of **\$30,000**. **Table 1**, below, shows the total cost breakdown by task. Additional consulting services beyond those proposed will be charged at the standard rates shown in **Table 2**, below. Fees for work completed will be billed monthly at the first of each month, for the preceding month, and are due within 30 days of the invoice date.

Table 1: Cost Breakdown

TASK	COST
1. SB 1383 Gap Analysis and Implementation Plan	\$ 10,000
2. District Program Development	\$ 20,000
TOTAL	\$ 30,000

Table 2: Standard Rates

CLASSIFICATION	RATE
Principal	\$ 300 per hour
Sr. Director	\$ 300 per hour
Director	\$ 255 per hour
Sr. Managing Consultant	\$ 235 per hour
Managing Consultant	\$ 210 per hour
Sr. Consultant	\$ 200 per hour
Consultant	\$ 180 per hour
Associate Consultant	\$ 165 per hour
Expert Witness	1.5x Rates Listed Above
REIMBURSABLE COSTS	
Consultants/Subcontractors	Cost plus 10%
Lodging and meals	Direct cost
Travel - <i>Private or company car</i>	At Current Federal Rate
Travel - <i>Other</i>	Direct cost
Delivery and other expenses	Direct cost

KPPCSD Food Recycling Appliance Program Concept

Kensington Police Protection and Community Services District (KPPCSD) is looking to implement and study a food scrap composting program for its small businesses and residents (Program). KPPCSD would like to have ~30 participants test a Food Recycling Appliance (Appliance), and have the output composted via Bay View Refuse, the local franchised hauler.

The Program is emphasizing three key elements, in addition to diversion from landfill:

1. Convenience for participants enabled through technological interventions
2. Sufficient capacity to be useful in small business settings
3. Detailed data collection regarding usage and participation

Key requirements of Program Service Provider:

Appliance should maximize convenience for participants, including the following preferred elements:

- Hands-free method for opening and depositing scraps
- Operate automatically according to customized start times
- Continuous processing capability with a minimum 5l of capacity
- Dynamic cycle length based on input weight
- Require emptying, on average, no more than once every two weeks

Appliance must be internet-connected with remote data collection capabilities. Preferred data includes the following:

- Aggregated lid opens per day
- Aggregated mass added per day (sensitive to minimum of 20g per mass addition)
- Length of run cycles

Appliance must have an accompanying mobile application to support education, understanding of Appliance, and customer support. Key elements of the app should include:

- Detailed list of what can go in the Appliance
- Push notification ability for targeted messaging
- Ability to make key resources available in Spanish

Furthermore, KPPCSD prefers that Bay Cities Refuse have a pre-existing relationship with the Appliance provider to ensure success of program implementation, including potentially a coordinated approach to billing.

KPPCSD and R3's diligence has shown that Mill Industries is the existing provider capable of addressing the above listed Program parameters. Key specifications of the Mill device and the other two common devices on the market (Lomi and FoodCycler) are listed below.

	Mill	Lomi	FoodCycler
<i>Opening mechanism</i>	Foot pedal to lift lid	Twist-off lid	Twist-off lid
<i>Scheduling</i>	Schedule to run automatically via app	Manual start	Manual start
<i>Capacity</i>	6.5l	3l	5l
<i>Empty frequency</i>	Average 1x/month	After every run cycle	After every run cycle
<i>WiFi connection</i>	Yes	No	No
<i>Mobile application</i>	Yes	Yes	No
<i>Bay View Refuse Relationship</i>	Yes	No	No

Kensington CSD: 2024 Pilot Pricing Proposal

Overview

This document begins to define a pilot program and its associated costs. Should Mill and Kensington proceed with a pilot, a thorough Scope of Work will be developed.

Kensington and Mill are contemplating a pilot program that encourages source separation of food scraps among residents and small kitchenette / office uses in order to increase participation.

Education, Recruitment and Reporting

Kensington and Mill will collaborate to identify communication, education and recruitment pathways, as well as a thorough data collection and reporting framework. At the outset, the primary goal will be to assess increase in separation and diversion of food scraps by participants. In addition to data Mill can provide based on the bin (such as weight of material placed in the bin and number of lid opens), Kensington and Mill may explore opportunities to seek additional feedback from participants, such as reduction in volume and frequency of material self-hauled (and associated reduction in costs).

Draft Timeline

- Pilot development: May - June 2024
- Education and Recruitment: July 2024
- Pilot launch: August 2024
- Midterm check-in: January 2024

Pricing

The following tables illustrate general guardrails around pricing to help build the framework for the pilot program. Mill anticipates additional discussion around pilot parameters that could influence the costs.

- The amount of municipality provided LAGP subsidy may vary based on program goals (*for example, if we want mandatory participation, there will need to be no cost to the customer*).
- The following costs do not contemplate costs of managing output. The concept illustrated here would rely on placing grounds in already available curbside organics carts.

Bin purchase pricing

	<i>Retail purchase price</i>	\$999	<i>Covers 1 year warranty & charcoal filters</i>
	Municipal Pilot purchase price <i>(20 - 1k units)</i>	\$649	Covers 5 years of warranty and charcoal filters
	Minimum municipal subsidy for Municipal pricing eligibility	\$200	<u>Examples:</u> Municipality can cover full \$649 for mandatory deployment Municipality can make bin available at a “rebate” price of \$449 <i>Pilot term would be defined timeline w/ associated data reporting requirements</i>

Bin rental pricing

Retail monthly rental rate

\$49.99/mo

Warranty & filters included in rental

Municipal monthly rental rate
(minimum 20 units)

\$20.00/mo

Warranty & filters included in rental

End of pilot purchase price: **\$459**
Note: If bin purchases are directed to low income households or public facilities, Mill will bring in philanthropic funding to reduce purchase price to **\$309**

Minimum municipal subsidy for Municipal pricing eligibility

\$10.00/mo

Examples:
Municipality could make service available at no cost.
Municipality could cover \$10 per month, reducing household cost to \$10 per month.



Item #11d

mill

Improved household experience

Emptying food scraps



Emptying pre-processed Mill Food Grounds™



- ✓ Bin takes weeks to fill, minimizing trips to the curb
- ✓ No smells due to state-of-the-art odor filtration
- ✓ No dripping liquid or icky food
- ✓ Reduces prevalence of flies and other pests
- ✓ Provides data to help understand food waste habits *(and then save money on groceries!)*

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Proprietary + Confidential

Specifications



Volume	6.5l / 1.7 gal (The bucket can collect Food Grounds for weeks without having to be emptied)
Cord	8.2 ft (2.5 m) with 3-prong adapter
WiFi	802.11b/g/n (2.4GHz)
Mobile App	Minimum OS iOS 14 or later Android 10 or later
Efficiency	Transforms 1lb of food scraps into Food Grounds in 2.5 hours.



Recent Accolades



“Typical home composting can involve a rotten-smelling, dripping container that must be ferried outside multiple times a week. Mill’s deodorizing electronic trash can fixes that, automatically heating food waste overnight—even meat, cheese, and bones, which typically aren’t composted—then grinds the dehydrated scraps to take up less space.”



“Mill, a stylish garbage bin (really!) meant specifically for food scraps, dehydrates and grinds them up into a fine, odorless powder.”

“Mill is a lighter-lift alternative to kitchen composting, which is often challenging for urbanites and notorious for conjuring fruit fly infestations.”



From: Kim Christie <kchristie@baycitiesrefuse.com>

Sent: Saturday, June 29, 2024 2:47 PM

To: David Aranda <DAranda@kppcsd.org>

Cc: Greg Christie <gchristie@baycitiesrefuse.com>

Subject: List of locations for bins

Good afternoon David, we are attaching a list and ideas for locations of public containers and included some rough pricing. Currently, there is a set (one trash and one recycling) outside the old drug store, we have attached a picture for your convenience. At the other locations listed, I would suggest instead of buying new containers, just add a recycling container to the locations that have a trash receptacle. These have better capacity and match the style all ready there. Staying with the existing style would hopefully work if we can explain to Cal Recycle?

If the budget allows, we can add another set at the bus stop at the Colusa Circle.

Thanks Greg and Kim





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(Kensington) List of locations for public recycling bins

- Colusa Circle: **2 recycling receptacles** added to the 2 existing garbage locations.
- Bus stop outside Ace Hardware (303 Arlington): **1 set**
- In front of Mechanics Bank (279 Arlington Ave) **add one recycling receptacle.**
- End of Grizzly Peak at trailhead (Kenyon Ave): **1 set**
- Bus stop (#7) on corner of Arlington and Coventry: **Retrofit existing or add receptacle.**

The pricing for the additional recycling bins is approx. \$2000 each, plus shipping.

- Two or three plastic (3-cubic-yard) bins, green in color and placed in designated area in the park for landscaping material. Quote: \$1200 each.