

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF APPROVING	)	RESOLUTION NO. 90-1311
THE ONE PERCENT FOR RECYCLING	)	
PROGRAM CRITERIA AND GUIDELINES	)	
AND APPLICATION FOR PROPOSAL	)	Introduced by Rena Cusma,
FOR 1990-91 FISCAL YEAR	)	Executive Officer

WHEREAS, the Metropolitan Service District established the 1% For Recycling Program in the 1988-89 fiscal year, and it is now in the third year of funding; and

WHEREAS, the 1% For Recycling Advisory Committee was created to develop project Criteria and Guidelines for the Program and to make recommendations regarding projects for funding; and

WHEREAS, the Committee has developed recommendations for Criteria and Guidelines for the 1990-91 funding cycle, and on July 18, 1990 conducted a public meeting to solicit input from potential proposers responding to the Program and has finalized these recommendations for approval; and

WHEREAS, the 1% For Recycling Advisory Committee has recommended that proposals be solicited via an application rather than a Request for Proposals, and has prepared an application form and instruction booklet for use by proposers that the Executive Officer has submitted to the Council Solid Waste Committee for review, concurrence and recommendation to the Metro Council to approve; and

WHEREAS, the Council Solid Waste Committee has reviewed and concurs with the Executive Officer's recommendations to

approve the 1% For Recycling Advisory Committee's recommendations for the Criteria and Guidelines and Application for Proposal; now, therefore,

BE IT RESOLVED, that

1) The Metro Council approves the 1% For Recycling Criteria and Guidelines, Application for Proposal, and Project List for the 1990-91 fiscal year included in Attachments A, B, and C, and incorporated herein by reference; and

2) Approves proceeding with soliciting proposals from the public for this program to implement innovative projects for reuse, recycling, and materials recovery from municipal solid waste generated in the Metropolitan region.

ADOPTED by the Council of the Metropolitan Service District this 13th day of September, 1990.



Tanya Collier, Presiding Officer

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 90-1311 FOR THE PURPOSE OF APPROVING THE ONE PERCENT FOR RECYCLING PROGRAM CRITERIA AND GUIDELINES AND APPLICATION FOR PROPOSAL

**Date:** August 21, 1990

**Presented by:** Judith Mandt  
Leigh Zimmerman

The following staff report presents the Criteria and Guidelines and Project List recommended for the 1% For Recycling Program for the 1990-91 fiscal year.

#### BACKGROUND

The 1% For Recycling Program was established in the 1988-89 fiscal year. Two years of project funding totaling \$699,628 have occurred since the program began. A brief description of each project and status to date is included in this report as Attachment D.

The 1% For Recycling Committee worked throughout last fall and the first part of this year to select projects for the 1989-90 fiscal year; their work was completed in April. During this process, the Committee concurred that it is desirable to begin developing the criteria and guidelines, project list, and proposal solicitation earlier in the fiscal year. So, following the conclusion of last year's program, the Committee reconvened in June to begin the process for FY 1990-91 funds. The schedule for completion is aimed at project selection and approval by the end of the calendar year.

On July 18, the Committee conducted a public workshop to solicit reactions to this year's focus (topics for comment are included in this report as Attachment E). Notices were mailed to approximately 800 individuals, firms and organizations; about 50 people attended the meeting. Comments primarily addressed markets, the need for more stable markets, and market development. Additionally, some processing center operators asked for assistance in continuing or expanding their operations.

The Committee met on July 25 to consider the public's comments. They again reviewed the criteria and guidelines. The Request For Proposals was changed to an Application For Proposal because the Committee wishes to simplify the process, both for proposers and Committee members, while retaining flexibility for proposers to advance new and creative ideas. This creates a format to eliminate some unavoidable subjectiveness and the necessity to interpret how proposals meet the program objectives. The criteria is posed in the form of questions, so that proposers



express how it is met specifically, rather than in the context of a proposal narrative. An application instruction booklet has been prepared for inclusion with the packet.

It is recommended that the proposal application period be reduced from 60 days to 45 days.

Additionally, the Committee recommends that the program focus on market development and emphasize "Precycling" this year, rather than selecting materials to emphasize as was done last year with paint, building salvage, and used motor oil. The types of projects and characteristics recommended to be eligible are listed in the project list below:

#### Project List

- |                              |                                                           |
|------------------------------|-----------------------------------------------------------|
| ▲ plastics                   | ▲ small-scale, with ability to grow                       |
| ▲ scrap wood                 | ▲ emphasis on market development                          |
| ▲ salvage building materials | ▲ high volume of recycling                                |
| ▲ mixed waste paper          | ▲ low percentage of byproducts to landfill                |
| ▲ office paper               | ▲ emphasize reduction of waste at source, or "precycling" |
| ▲ composted material         | ▲ cost-effective and manageable                           |
| ▲ used motor oil             | ▲ economically feasible and self-sustaining               |
| ▲ green glass (cullet)       | ▲ publicly acceptable                                     |
|                              | ▲ environmentally sound and non-polluting                 |
|                              | ▲ innovative processing techniques                        |
|                              | ▲ direct benefits to the tri-county region                |
|                              | ▲ provide incentives for more recycling                   |
|                              | ▲ involve women and/or minorities                         |

#### EXECUTIVE OFFICER RECOMMENDATIONS

The Executive Officer recommends approval of Resolution No. 90-1311 with recommendations for the 1% For Recycling Program for the 1990-91 fiscal year, as submitted by the 1% For Recycling Program Advisory Committee.



## 1% FOR RECYCLING PROGRAM

### INSTRUCTIONS FOR COMPLETING APPLICATION FORM Including Program Background

#### I. PURPOSE OF THE PROGRAM

The 1% For Recycling Program sets aside 1% of Metro's Solid Waste operating budget each year to fund innovative recycling projects. Recycling includes three elements: collection, processing and marketing of recovered materials. The primary objectives of the 1% program are 1) to reduce the amount of waste generated, 2) to reduce the amount of waste disposed in landfills, and 3) to encourage the development of products made from recovered materials. The expected benefits are lower garbage disposal costs, more landfill space, protecting the environment, and conserving reusable natural resources.

#### II. FUNDS AVAILABLE AND ELIGIBILITY

In FY 90-91, \$350,000 is available for 1% grants. Individuals, companies, governments and non-profit organizations with creative ideas for waste reduction and recycling are eligible to apply for these grants. The program is intended to provide financial support for experimental projects and new technologies that are small-scale and may not yet be tested or commercially viable.

It is not intended to provide funding for tested recycling programs and technologies, or projects that can receive private financing or other types of government funding. Projects that request money to augment ongoing operations and/or for reimbursement of prior expenditures will not be considered. Because the purpose of the program is to reduce waste within the Portland Metropolitan region, projects must benefit the area within the Metropolitan Service District boundary. This includes the urban areas of Clackamas, Multnomah and Washington Counties.

Listed below are specific projects that will not be considered under the 1% program.

- o Programs currently receiving funding through other Metro Solid Waste Department sources.
- o Projects that result in stockpiling of end product or residues.
- o Feasibility studies, unless they are part of a phased project and are accompanied by a plan for project implementation and estimated costs of implementation.
- o Projects that are unduly competitive or clearly competitive with a facility or facilities already providing the same service or product.

- o Enforcement programs that are the responsibility of other governmental jurisdictions.
- o Neighborhood cleanup events.

### **III. PROJECT TYPES AND LENGTH OF CONTRACTS**

Two general categories of proposals will be considered: 1) Waste Reduction projects that directly reduce the amount of waste going to landfills, and 2) Promotion and Education programs. Different criteria will be used to evaluate the two types of projects. Although a project may have promotional elements, if its main focus is removal and recovery of recyclables from the wastestream, it is a waste reduction proposal. Please note that even though both types of projects will be considered, the emphasis of the program is on waste reduction.

Funding is generally for one-year from the start date to final implementation; however, the time period may be less depending on the proposal. The committee may also recommend funding for multi-year proposals if a budget and implementation schedule are included.

### **IV. EVALUATION**

Applications are evaluated using a standard evaluation method. Projects are ranked against the specific criteria and guidelines described below. Applicants who can demonstrate their project meets at least three of the guidelines, and all the criteria for their program type will receive the highest score. Highest scoring applicants will receive an oral interview. The final selection will be based on the written ranking, the oral interview and the results of reference checks.

**A. GUIDELINES** - At least three of the following guidelines must be addressed in the application.

- o **Experience:** Describe your past experience in solid waste management and/or knowledge and experience in the project proposed.
- o **Simplicity:** Explain why your project is appropriate for the 1% program and why it can be administered efficiently.
- o **Scale:** Explain why your project is the appropriate scale for the 1% program i.e., why it is not large scale and more appropriate for a competitive bidding process or private financing.
- o **Manageability:** Describe how your project can be completed in the designated time frame and with sufficient resources to successfully carry out the project.
- o **Residue:** Waste Reduction projects that have a low percentage of residue to be landfilled or result in a by-product that can be further processed will be given priority.



- o **Markets:** Demonstrate that there are markets for the recyclable materials recovered from your project. Are these markets local, regional or national? Describe how the project processes recycled materials and therefore makes them more marketable or uses recycled materials in a manufacturing process.
- o **Education:** Does the project have good potential for gaining the public's attention and resulting in further waste reduction and recycling?
- o **Alternative Funding:** Have other funding sources been sought and/or matching funds from other sources been identified?

## **B. CRITERIA**

**WASTE REDUCTION PROJECTS:** Applicants must demonstrate how they meet the following criteria.

1. **Waste Reduction:** Project reduces the amount of waste going to the landfill by recovery, reuse or recycling.
2. **Reduction:** Project results in a high ratio of recyclables removed from the waste stream to a low ratio of residue to be landfilled.
3. **Cost/Benefit:** Project is or has the potential to be cost effective in removing the largest amounts of waste at the lowest cost. It is economically feasible to develop a full-scale operation that will eventually be self-sustaining from revenues earned from sales of recovered materials, manufactured end products or other means.
4. **Risk:** Project demonstrates a reasonable level of risk: markets for the recyclables are available, the project is environmentally acceptable, technically feasible, and vendor has the ability to implement. Less complex, low risk proposals will receive higher ratings. However, a project which does not have certainty of success may be funded as a pilot project.
5. **Area of Direct Benefit:** Proposal must result in direct reduction of waste within the boundaries of the Metropolitan Service District and directly serve residents and/or businesses of the District.

**Additional Criteria for Facilities** are as follows:

1. **Need:** demonstrate that there is a need for the facility.
2. **Proximity:** The geographic location of the facility will not place a vendor in direct competition with an established business engaged in the same or similar operation.



**PROMOTION AND EDUCATION PROJECTS:** A Promotion and Education proposal must target a distinct audience, promote alternatives to traditional solid waste disposal methods, promote the development or use of recycled products, and/or encourage a reduction in the amount of waste generated.

Applicants must demonstrate how they meet the following five criteria.

1. **Waste Reduction Program:** The proposal does not duplicate or conflict with existing Metro promotion/education programs.
2. **Targeted Audience:** The proposal identifies the intended audience and lists ways of reaching and educating that specific audience.
3. **Program Results:** The proposal identifies methods to evaluate and measure the effectiveness of the proposed program.
4. **Metro Program Philosophy:** The program is consistent with Metro's advertising, education, promotion and waste reduction policies.
5. **Area of Direct Benefit:** The proposal directly benefits residents/and or businesses within the boundaries of the Metropolitan Service District.

#### V. **DECISION PROCESS**

A seven-member advisory committee reviews applications for 1% grants. The committee is made up of two citizens from each of the three counties in the district (Clackamas, Multnomah and Washington), who have an interest in waste reduction and preserving the environment. The chair of the committee is a Metro Councilor. The committee is assisted by staff members from Metro's Solid Waste and Public Affairs Departments.

The 1% For Recycling Advisory Committee ranks applications based on the criteria and guidelines explained above. They conduct a personal interview with applicants receiving the highest scores during the written evaluation process. The Committee may request further information from applicants, if needed, at this stage of the process, and reserves the right to consider and reconsider proposals throughout the process. This means a second round of interviews for applicants not initially interviewed. Depending on the nature of the project, applicants may be asked to prepare a business and marketing plan. This plan will be reviewed prior to final selection. Following the oral interviews, the committee recommends projects to Metro's Executive Officer and the Metro Council. The Metro Council makes the final determination on the committee's recommendations.

#### VI. **APPLICATION/CONTRACT CONDITIONS**

**Confidentiality During Proposal Review.** In order to remain objective during the proposal evaluation and selection process, the advisory committee has determined that applicants may not make reference to their individual, corporate, business, or organizational identity in the text of their application. Applications that do not

organizational identity in the text of their application. **Applications that do not comply with this requirement will be rejected.** Rather, applicants must complete the application transmittal sheet. The transmittal sheet will be withheld until the initial review of the proposals has been completed by the committee. The identification of applicants will be made known to the committee prior to interviews and following completion of the final list of potential grant recipients.

**Coordination with Public Affairs Department:** Both Waste Reduction or Promotion and Education projects will be required to recognize the 1% Well Spent! program in promotional materials and signage. The Metro Public Affairs department will assist selected applicants with design aspects of this requirement. However, the project budget must include estimated dollar amounts for this component. Applicants for Promotion and Education projects must also consult with Metro's Public Affairs Department as they develop their proposals.

**Validity Period and Authority.** The application shall be considered valid for a period of at least one hundred twenty (120) days and shall contain a statement to that effect. The application shall contain the name, title, address, and telephone number of an individual or individuals with authority to bind the company contacted during the period in which Metro is evaluating the proposal.

**Limitation and Award.** This application does not commit Metro to award a contract, or to pay any costs incurred in the preparation and submission of applications in anticipation of the contract. Metro reserves the right to accept or reject any or all proposals received as the result of this request, to negotiate with all qualified sources, or to cancel all or part of this application.

**Performance Bonds.** Performance bonds shall not be required for projects. However, proposals must contain a list of references of individuals and/or organizations who may be contacted by the committee for experience verification. If this is not possible because the newness of the project precludes applicant's performance record, references may be supplied which speak to applicant's performance in similar areas.

**Contract Type.** Metro intends to enter into a personal services or public services contract with the selected grantees. A copy of the standard contract which the successful applicants will be required to execute is available to applicants during the proposal development stages upon request.

**Billing Procedures.** Applicants are informed that the billing procedures of the selected firm may be subject to review and prior approval by Metro before reimbursement of services can occur. The terms of payment will be negotiated between the Contractor and Metro during development of the contract for services and will be specified in the Payment section of the Contract Scope of Work.

**Subconsultants; Disadvantaged Business Program.** "A subconsultant is any person or firm proposed to work for the prime consultant on this project. Metro does not wish any subconsultant selection to be finalized prior to contract award. For any task or portion of a task to be undertaken by a subconsultant, the prime consultant shall not sign up a subconsultant on an exclusive basis.

In the event that any subconsultants are to be used in the performance of this agreement, the consultant agrees to make a good faith effort, as that term is defined in Metro's Disadvantaged Business Program (Section 2.04.160 of the Metro Code Attachment C) to reach the goals of subcontracting 5 percent of the contract amount to Disadvantaged Businesses and 5 percent to Women Owned Businesses. The consultant shall contact Metro prior to negotiating any subcontract. Metro reserves the right, at all times during the period of this agreement, to monitor compliance with the terms of this paragraph and Metro's Disadvantaged Business Program."

**References.** Applicants must submit three business and/or personal references as part of the application form.

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**APPLICATION FOR ONE PERCENT FOR RECYCLING GRANT  
TRANSMITTAL SHEET**

NAME OF INDIVIDUAL, ORGANIZATION OR COMPANY:

PROJECT MANAGER/CONTACT PERSON:

ADDRESS:

TELEPHONE:

Describe your business or organization:

Project Title:

Do you wish to have the information contained in this application treated as confidential?

Yes  No (check one)

If yes, list page(s) where confidential information appears \_\_\_\_\_.

Amount of One Percent Well Spent! funds requested: \$ \_\_\_\_\_.

\_\_\_\_\_  
Applicant's Signature

This transmittal sheet must be signed by an individual or individuals with authority to bind the company contacted during the period in which Metro is evaluating the application.

## ONE PERCENT FOR RECYCLING APPLICATION FORM

Respond to every question on the application. If a question is not relevant to your project, state "not applicable." All applications must be typed. If you choose to use a personal computer, please use the same format as the application form and do not exceed the \_\_\_\_\_ pages in the application. Supplemental materials may be submitted as an attachment, but they will not be reviewed by the Committee members until the oral interview stage of the evaluation process.

The One Percent committee requirements call for applicant anonymity to ensure objectivity and that proposals are judged solely on merit. Therefore do not reference your individual or company name except where specifically requested. Rather use general terms, such as the "company," "organization" or "applicant." Applications that reference individual or company names will be eliminated.

Please make ten copies of your completed application and applicable supplemental materials. Copies must be printed double-sided on recycled paper. Submit your application to the Metro Solid Waste Department by 5:00 p.m. on \_\_\_\_\_.

### PROJECT ABSTRACT

Summarize the key elements of your project below. Include the objective of the project and an overview of the scope of work. Indicate whether the project focuses on waste reduction or promotion and education.

AMOUNT OF ONE PERCENT FUNDS REQUESTED: \$ \_\_\_\_\_.

The information contained in this application shall be considered valid for 120 days.

**1. PROJECT DESCRIPTION**

**In the space provided below describe your proposal in detail. Please include the following information:**

- o The objective of the project**
- o The problem you are addressing**
- o How your project contributes to solving that problem**
- o How you will carry out your project to meet the objective**

**If the project can be reduced in scale to a lesser amount of funds than requested, please specify the amount and the way in which it can be cut back.**



**PROJECT DESCRIPTION (continued)**

**PROJECT DESCRIPTION (continued)**

**PROJECT DESCRIPTION (continued)**



2. **WORKPLAN AND SCHEDULE**

Describe below the specific work tasks required to complete your project and a schedule with estimated dates. Please continue on the back side if necessary. Assume that funds will be available for project start-up in February, 1991.

Task

Estimated Date

### 3. GUIDELINES

Listed below are the guidelines that will assist the One Percent Advisory Committee to evaluate projects for funding. Please explain in the space provided below how your project meets at least three of these guidelines. The order of the guidelines is not intended to imply an order of priority.

- a. Experience: Describe your past experience in solid waste management and/or knowledge and experience in the proposed project.
- b. Simplicity: Explain why your project is not too complex for the 1% program and why it can be administered efficiently.
- c. Scale: Explain why your project is the appropriate scale for the 1% program i.e., why it is not large scale and more appropriate for a competitive bidding process or private financing.
- d. Manageability: Describe how your project can be completed in the designated time frame and with sufficient resources to successfully carry out the project.
- e. Residue: Waste Reduction projects that have a low percentage of residue to be landfilled or result in a by-product that can be further processed will be given priority.
- f. Markets: Demonstrate that there are markets for the recyclable materials recovered from your project. Are these markets local, regional or national? Describe how the project processes recycled materials and therefore makes them more marketable or uses recycled materials in a manufacturing process.
- g. Education: Does the project have good potential for gaining the public's attention and resulting in further waste reduction and recycling?
- h. Alternative Funding: Have other funding sources have been sought and/or matching funds from other sources have been identified?

**GUIDELINES (continued)**

4. EVALUATION CRITERIA

Please indicate the primary focus of your project. Projects that develop markets for recycled materials may fall into either category.

\_\_\_\_\_ Waste Reduction

\_\_\_\_\_ Promotion and Education

If your answer is Waste Reduction, answer section 5. If your answer is Promotion and Education, answer section 6.

5. WASTE REDUCTION PROJECTS

- a. Explain how the proposed project reduces the amount of waste going to landfill by recovery, reuse or recycling. Be specific about the type of material received, recovered, and disposed as part of this project. If possible, describe the current generators of the waste (e.g., residential, retail, manufacturing, etc.)

b. What is the estimated weight of materials your project will recover or reuse in a product? What percentage of material received will go to the landfill? If you converted volume to weight (i.e., plastics or yard debris) please illustrate the conversion factor.

c. What is the estimated cost/benefit ratio of the project? This figure determines the cost to process or remove a given number of tons from the waste stream compared to the percent reduction that will result. This figure is calculated by using the following formula:

$$\frac{\text{Total cost of project}}{\text{Total tons recycled}} = \text{cost per ton}$$

If this is a start-up project, estimate and explain how it will be cost effective once the program is fully operational. If you cannot determine actual figures, please describe in a narrative why the proposed project is cost effective.

**d. What is the feasibility of your project becoming a full-scale operation that will eventually be self-sustaining?**

**e. Describe the level of risk associated with your project. For example, are markets available for the materials recovered, how stable are the markets, is the technology/program environmentally acceptable? If your project involves a new technology, explain why it is technically feasible and effective.**



- f. What is the intended market for the recovered material? What quantity of material does the market need to make this an economically viable project? What will be the "end use" for the recovered material?
- g. If your project develops a product from recycled material, explain why it is an economically feasible project, i.e., discuss competitive products, cost of production and distribution, and your marketing strategy.

- h. What area does the project serve or impact? Is it throughout the Metro region or in a subarea?**

**Additional Criteria for Facilities**

- a. Demonstrate why there is a need for the facility.**
- b. Does the proposed facility directly compete with another business engaged in a similar operation?**

**6. PROMOTION AND EDUCATION PROJECTS**

**Please consult with Metro's Public Affairs Department to determine what Metro is currently doing in promotion and education, and to receive assistance in developing evaluation tools.**

- a. Explain how your project promotes alternatives to traditional solid waste disposal methods, promotes the use of recycled products and/or encourages a reduction in the amount of waste generated, i.e., "pre-cycling" or packaging.**

- b. Please describe how your project proposes a new and different approach to promotion and education that does not duplicate or conflict with Metro's existing promotion programs. How is your project different from existing programs?
- c. Identify the specific audience you plan to reach with your proposal and list the specific techniques you will use to implement the program.

**d. Describe the methods you will use to measure and evaluate the effectiveness of the proposed program.**

**e. What geographic area does the project serve or impact?**

**BUDGET**

Please provide the following budget information. Items that do not apply to your proposal should be left blank. Indicate the period after which estimates are no longer applicable. Contingency is included to account for unexpected costs and emergencies. If you want to provide additional budget information, use the reverse side of this form.

**REVENUES**

Metro grant \_\_\_\_\_  
Other (list) \_\_\_\_\_

**TOTAL REVENUES** \_\_\_\_\_

**EXPENSES**

Salaries, wages, benefits \_\_\_\_\_

**Materials and services**

Office supplies \_\_\_\_\_  
Promotion and education  
(detail) \_\_\_\_\_  
Maintenance & repair \_\_\_\_\_  
Training \_\_\_\_\_  
Outside consulting \_\_\_\_\_  
Overhead \_\_\_\_\_  
Miscellaneous  
(list items) \_\_\_\_\_

Total Materials & Services \_\_\_\_\_

**Capital Outlay**

Office equipment \_\_\_\_\_  
Machinery \_\_\_\_\_  
Buildings \_\_\_\_\_  
Leasehold improvements \_\_\_\_\_

Total Capital Outlay \_\_\_\_\_

**CONTINGENCY** \_\_\_\_\_

**TOTAL EXPENSES** \_\_\_\_\_



**ADDITIONAL BUDGET INFORMATION IF APPROPRIATE**

## REFERENCES

Please include at least three business and/or personal references. Include addresses and phone numbers and the relationship of the reference to you or your firm/organization.

1.

2.

3.

## List of Attachments

1. List of reference materials available for review by applicants
2. List of projects previously funded by 1% grants

LZ:ay  
1%APP.ONE  
July 30, 1990

ATTACHMENT C

**1% For Recycling Program**

**1990-91 Fiscal Year**

Project List

- ▲ plastics
- ▲ scrap wood
- ▲ salvage building materials
- ▲ mixed waste paper
- ▲ office paper
- ▲ composted material
- ▲ used motor oil
- ▲ green glass (cullet)
- ▲ small-scale, with ability to grow
- ▲ emphasis on market development
- ▲ high volume of recycling
- ▲ low percentage of byproducts to landfill
- ▲ emphasize reduction of waste at source, or "precycling"
- ▲ cost-effective and manageable
- ▲ economically feasible and self-sustaining
- ▲ publicly acceptable
- ▲ environmentally sound and non-polluting
- ▲ innovative processing techniques
- ▲ direct benefits to the tri-county region
- ▲ provide incentives for more recycling
- ▲ involve women and/or minorities



**1% For Recycling**

**STATUS REPORT**

August 1990

**1988-1989 Projects - First Year Funding**

Most of these projects will be completed during the second quarter of the fiscal year, at which time a full report will be presented for discussion. It is our expectation at that time to report on project results and what we have learned from them. A brief update on the projects and the grant amounts for the first funding cycle follows.

1. Alpine Disposal and Recycling - Curbside Containers, \$16,658

Received two grants to purchase single bin containers for their customers in northeast Portland. Haulers provide weekly pickup on the same day as garbage collection. Before the containers were provided, Alpine's customer recycling participation rate was 58 percent. In June, after seven months with the containers, the rate was 75 percent. Kampher Sanitary Service, a subcontractor with Alpine, has experienced similar increases in participation. The quantities of material collected have risen from 32,670 tons in October 1989 (control month) to 55,540 tons in June 1990.

2. Citistics - Plastics Recycling in Washington County, \$48,530

1% grant paid for plastics grinder and ten collection drop boxes to set up recycling program in Washington County for mixed plastics. Citistics requested that milk jugs be separated, but all other types of plastics were accepted, mixed together, and then sorted later at the Citistics facility. The program began in May with support from local businesses; an extensive promotion campaign resulted in good participation from citizens.

Citistics had problems with receiving contaminated and non-recyclable materials at the drop boxes, which were located throughout the county, and with equipment (grinder) breakdowns. In June, there was a major problem with marketing the materials. Denton Plastics had originally offered \$.25 per pound for ground plastics, but current value has fallen to \$.06 per pound.

In July, Citistics scaled back the project since, as proposed, it was not economically viable. Costs far exceeded income even with grant funds. Citistics removed a

number of drop boxes. Five remain for milk jugs only, since markets for this material are stable. Removal of drop boxes in other locations so soon after project startup has upset some residents. The milk jug drop-off service continues, however, which constitutes a significant part of what was being left for recycling.

Results so far point out problems with recycling mixed (not source-separated) plastics, and with trying to recycle too many types of plastic. Unstable markets for mixed material significantly effect plastics recycling viability.

3. Clackamas County - Multi-Family Recycling, \$11,570

Set up recycling programs in mobile home parks and retirement centers. Currently serving about 1,000 units. No unusual problems so far. Managers and waste haulers are cooperative. The county is reporting quarterly to Metro on a number of setouts, and volumes of materials. This appears to be a good pilot for Metro's Fiscal Year 90-91 multi-family recycling program.

4. Cloudburst Recycling - Yard Debris Chipping and Composting, \$20,479

Grant purchased a yard debris chipper and ten front-load containers. Cloudburst offers on-site chipping, and sells chips and composted yard debris to customers. The program began in March, and about 70 cubic yards of material have been chipped at customer's homes, as well as 75 yards collected for compost. Many customers have expressed interest in purchasing compost. All has been sold so far. There have been some problems with equipment performance, and less interest in the on-site chipping than expected, but the project has shown success to date.

5. Environmental Learning Center - Resource Conservation Center and Museum, \$20,400

Project completed in December 1989. To date, 67,000 people have toured the resource center. 148 groups, including students and community organizations, have had conducted tours of the facility.

6. Plastics Partnership - Curbside Collection of Mixed Plastics in Southeast Portland, \$60,000

Provides curbside pickup of mixed plastics once a month from 3,000 residences. There is about a 29 percent participation rate, which is higher than projected. The major problems have been with contaminated and non-recyclable plastic materials being mixed with recyclable plastics. Additional promotion and education is proposed to rectify this. The



public shows a strong desire to recycle correctly; however, there is a low understanding of which plastics can actually be recycled. In June, 4,760 pounds of plastics were collected and 3,320 of that was marketed. 1,440 pounds were landfilled because they could not be recycled.

The Plastics Partnership is a joint venture of Portland Waste Associates (hauling company), Wastech, the Rockey Company (public relations) and Partek Plastics. Marketing of the plastics has not been identified as a problem, perhaps because Partek is a partner in the venture.

Computation, a business consulting firm, was the original contractor with Metro. Because of operational difficulties unrelated to Metro, the company is no longer doing business. Wastech has been named as the assignee to take over project management. The project continues to follow its original scope of work, though some minor revisions may be negotiated. Subcontractors are reliable and responsive.

7. PRROS Recycling - Multi-family recycling bins, \$29,730

All of the 45 containers have been distributed. Program has been very successful by increasing apartment recycling and providing data for Metro's future work in this area. The pilot study has helped Metro and others determine barriers to apartment recycling and to identify solutions.

8. Sunflower Recycling Cooperative - Plastics Recycling Depot for Source-Separated Plastics, \$18,500

Funds purchased drop boxes and plastics grinder and conveyor. Sunflower accepts only three types of plastic (HDPE, polypropylene and polystyrene). This is a highly successful program with more materials collected each month. Sunflower has not reported any problems with marketing materials. They have assigned an employee to monitor the drop boxes to help people sort plastic by type. Sorting of non-coded containers is difficult. However, continual education of the public has increased their knowledge in this area and as with the curbside project, the public seems very much to want to recycle correctly.

9. Sunflower Recycling - Yard Debris Transfer Station, \$25,000

1½ grant paid for compactors that allow Sunflower to receive yard debris from the public. Setting up the equipment has taken longer than expected. The project just started up. No data has been collected so far. Sunflower is giving collected yard debris to an organic farmer in the Clackamas area.

## 1989-90 (Spring) Projects

Almost all of the contracts from the last round of 1½ grants have been signed. Several projects are underway; these are summarized below.

1. White, Wykoff & Company - Yard Debris Compost Bins, \$17,650

Grant helped contractor purchase 500 simplified yard debris compost bins made from wire. The bins were marketed in local retail gardening stores with a discount coupon offered to individuals agreeing to participate in a follow-up survey. The bins have been very popular, and all 500 have sold. The contractor has invested now in manufacturing the product on an ongoing basis, and has orders with local retailers. Survey data will assist Metro in setting up a composting program as part of the recommendations of the Regional Yard Debris Plan.

2. Pacific Landings, Ltd - Oil Recycling Containers, \$25,000

In May, the Pac-Lube oil changing containers were distributed to 5,000 residences in Gresham. Gresham Sanitary Service collects the recycled oil with the other curbside recyclables. The contractor distributed a questionnaire on oil changing habits and the impact of containers on oil recycling. 150 questionnaires have been returned so far, and about 100 individuals have used the Pac-Lube box to recycle their oil.

3. Morley & Associates - Paint Recycling, \$50,000

This contract will probably not be executed. Federal regulations introduced since the grant was awarded could make paint recycling unfeasible. These regulations regarding mercury content would prohibit the use of interior latex. Staff and the grantee are tracking the regulations to determine their impact on future paint recycling activities.

4. Oregon Puppet Theatre, \$17,200

The contractor is working closely with Public Affairs to develop a puppet show on school recycling. Stage construction is nearly complete, and the script is in progress. In the fall, the Oregon Puppet Theatre will train staff and volunteers to present the show.

5. Protekt, Inc. - Renamed: Mobile Recovery Systems, Inc., \$110,000

Grant paid to purchase and retrofit a multi-materials vehicle for curbside recycling. A grinder designed by Partek engineers will be mounted on a bin behind the cab of



the vehicle; it will receive bottle-grade materials collected curbside, granulate them, and drop the resulting material into the bin below. Partek has agreed to pay a premium additional \$.05 per pound for materials received pre-ground. The truck was purchased 8/10, and retrofitting for the grinder began the following week. Target date for startup of curbside service is October 1, 1990.

6. Recyclotron - Oregon Museum of Science & Industry, \$40,000

Grant assists with costs to design and build a computer interactive, "Rube Goldberg-type" machine for the public to use to learn about recycling. This machine will take two years to build in a phased plan. The first year is for prototype work, and is funded at \$40,000; Metro has committed to second-year funding at \$60,000 if Phase I proceeds satisfactorily. The plan is for the final product to be installed in the Global Issues Hall of the new OMSI facility, after initial installation at their present location during its last months of operation. Design work for the project has commenced.

7. United Pacific Recycling, Inc., \$54,000

This project will be conducted in two phases; the grant pays for design and fabrication of a machine to pulverize drywall to remove gypsum for use as a fertilizer. The powdered gypsum will be mixed with a binder, forming a substance that can be pelletized and packaged for agricultural application. The contractor is working with the laboratory to generate a laboratory product analysis for Metro's review. This phase of the project is \$5,000. If determined to be safe for use, the contractor will be advised to proceed with the second phase of the project, which is funded at \$49,000. This is expected to occur by the end of September.

8. Dejashoe®, \$110,000

Northwest Quality Innovations has prepared a draft business plan for this project which will manufacture 5000 shoes made from totally recycled materials. The contractor is perfecting the prototype model and soliciting orders from local businesses. The shoes should be on the market by Christmas.

9. City of West Linn, \$24,250

Metro has signed the contract for this pilot for mixed waste paper from the residential wastestream. We are waiting for the City of West Linn to sign the contract. The project should begin in September.

10%  
W E L L S P E N T !

ATTACHMENT E

Funding innovative  
recycling projects

PUBLIC INFORMATION WORKSHOP  
WEDNESDAY, July 18, 1990  
4:00 - 5:30 p.m.

Topics For Comment

1. Program Goals and what is innovative
2. Greater emphasis on waste reduction and projects which result in greater volumes being diverted from the landfill
3. Market Development: How could the 1% program place greater emphasis on developing market demand for recycled products?

Examples: - paper products  
- rubber products  
- soil enhancers  
- plastic products  
- salvaged building materials

4. Precycling: Should the 1% program place emphasis on source reduction?

Examples: - refilling containers  
- low maintenance gardening  
- packaging

5. Processing Capacity: Should one of the goals of the program be to increase processing capacity in the region?
6. During the award process this year, members of the public testified that grant funding to collectors in the unregulated Portland area constitutes a competitive edge. The committee deems it appropriate for this group to be eligible to receive 1% grant(s), since all have opportunity to apply and those funded are doing groundwork that could result in benefit to other haulers.

Procedural Changes

1. There will be applications and an instruction booklet for the program this year, rather than the Request for Proposal format previously used for this program.
2. Program submittal period will be reduced to 30 days.

JM:ay  
PUBL0718.TPC

METRO

SOLID WASTE COMMITTEE REPORT

RESOLUTION NO. 90-1311, FOR THE PURPOSE OF APPROVING THE ONE PERCENT FOR RECYCLING PROGRAM CRITERIA AND GUIDELINES AND APPLICATION FOR PROVISION FOR FY 1990-91

Date: August 23, 1990

Presented by: Councilor  
DeJardin

Committee Recommendation: The Committee considered the resolution at its August 21, 1990, meeting. The Committee voted unanimously to recommend approval of Resolution No. 90-1311. Voting yes were Councilors Buchanan, Collier, DeJardin and Wyers. Councilor Saucy was excused.

Committee Issues/Discussion: Judith Mandt, Assistant to the Director of Solid Waste, explained that the 1990-91 program emphasizes market development and precycling, rather than products in the wastestream. Projects dealing with household hazardous waste materials have been eliminated, since they have been addressed through legislation. Newspaper projects have also been eliminated since the industry is likely to pursue innovation. The other change this year is that proposers will complete an application rather than submit a narrative RFP response. Staff believes this change will result in more detailed responses.

The Committee noted that the complaints about last year's process did not come from persons who had proposed projects, and that complaining persons did not avail themselves of a public hearing which was scheduled to hear their concerns. In general, the public is happy with the program.

Another issue discussed related to program funding. It is not clear whether the program is intended to be funded from one percent of the total Solid Waste budget, or from one percent of its operating funds. The Committee asked that the issue be considered and brought before the Council for resolution before November 1, 1990, as is set forth in an FY 1990-91 Budget Note.

TD:KW:pa

90-1311.RPT