

Attachment E Materials Processing

A. Recyclable Materials Processing

1. General

a. Facility

All Contractor vehicles collecting Recyclable Materials from the City shall deliver directly to the GreenWaste Material Recovery Facility (GreenWaste MRF) located at 625 Charles Street, San Jose, California.

b. Facility Permits

Contractor shall keep in force and be in full regulatory compliance with the terms of all permits and approvals from governmental authorities necessary for the use of the GreenWaste MRF or any other approved alternative processing facility during the term of the Agreement for the processing of City Recyclable Materials.

c. Prohibited Use of Materials

Contractor shall ensure that Recyclable Materials are neither disposed of at a landfill nor utilized as alternative daily cover at a landfill without prior written consent from the Director.

d. Tonnage Tracking and Reporting

Contractor shall submit a report each month to the City on Recyclable Materials received during the immediately preceding month from each collection vehicle. The reports shall include at a minimum: the source, method of delivery, truck number, time of delivery, tonnage delivered, vehicle license number, person receiving the delivery. Contractor shall also update vehicle tare weights twice per year, and provide that data to the City.

e. Facility Contingency

Contractor shall arrange to process Recyclables Materials at no added cost to the City, should processing capacity at the GreenWaste MRF, for whatever reason, be temporarily unavailable or inadequate.

2. Processing

a. Processing Method

GreenWaste Recovery has installed a new material recovery system capable of processing a minimum of 20 tons per hour of single stream recyclable materials. The equipment is manufactured by Bulk Handling Systems (BHS). From time to time equipment will be modified or replaced to update the system but the following components will be the minimum:

Pre-Sort: The system includes ten pre-sorting stations. Sorters will remove contaminants, large items, metals, and injection-molded plastics prior to the material stream entering the mechanical portion of the facility. This will increase plant throughput, machinery efficiency separation and

output products quality. Staffing level and location will be according to feedstock being processed on each feed line.

Post-Sort: Quality control post-sort stations are included in the design to ensure optimum marketability of the recovered commodity. The system will operate with 2 to 8 post sorters at a time depending upon the quality of the material and the overall performance of the system.

Trommel Screen: The trommel will separate materials into two distinct fractions being approximately ¼ minus, and over's for the purpose of separating glass and fiber.

Cardboard Screen: All captured cardboard from both cardboard disc screens will pass over one quality control sort station where up to two sorters will clean the cardboard before directing it to the cardboard bunker conveyor for later baling.

News Print Screen: This screen will separate newspaper from the rest of the stream. The newspaper will be sent to a post-sort clean up prior to being baled.

Polishing Screen: This screen is used to separate mixed paper from the containers. Mixed paper will float on top as the containers drop through the bottom on to another conveyor.

Optical Sorting: PET beverage containers will be optically sorted prior to final manual quality control (post-sort) before being stored in bunkers, prior to baling. Any cross contamination or trash can be sorted out and redirected to proper streams via conveyors.

Eddy Current Separator: Non-ferrous metals (i.e. aluminum cans) will be separated utilizing an eddy current separator. All non-ferrous metals will be stored prior to baling.

Direct Baling: Clean source-separated loads, such as cardboard and film plastics from commercial and City facilities, will be fed directly into the accessible baler feed conveyor which provides more than 45 feet of direct load capability.

Electro-magnetic Separators: Ferrous metals will be separated using electro-magnetic separators. All ferrous metals will be stored in common storage silo for later baling. If the primary electromagnetic separator is out of service the secondary magnetic separation unit provides redundancy.

Drum Separator: This mechanical separation utilizes a vacuum to separate 3D containers from the waste stream.

b. Acceptable Materials

Recyclable Materials listed in Attachment C, Section 2 shall be processed at the GreenWaste MRF. Additional types of Recyclable Materials which City directs Contractor to collect shall be processed at no additional charge.

c. Residue Rate Requirements.

Contractor guarantees to process mixed loads of Recyclable Materials with a minimum ninety two percent (92%) recovery rate; maximum eight percent (8%) residue annually at the processing facility.

An annual waste audit shall be conducted by the Contractor at the GreenWaste MRF for the purpose of measuring the annual mixed Recyclables processing line/facility residue rate, and reciprocal recovery rate, prior to July 1 of each year. Contractor shall allow City staff to observe audit, on request.

Every six months a waste audit shall be conducted by the Contractor at the GreenWaste MRF for the purpose of measuring the City's specific residue rate. Contractor shall allow City staff to observe audit, on request.

3. Marketing

a. Marketing Plan

Contractor shall submit to City on or before January 1 of each year, a plan for marketing Recyclable Materials for the coming year. The Marketing Plan shall include the following: 1. Quantities: estimated quantities of each Recyclable Material; 2. Prices: estimated unit market values 3. Marketing: end markets and uses, and 4. Quantities of materials marketed during the preceding year.

b. Marketing Methods

Contractor shall use, and build on its existing network of, vendors to sell commodities. In general, at the time of execution, materials markets are as follows:

Plastic 1-7, Plastic Bags, Plastic Injection, Black Injection - Plastics are cleaned and sorted to produce new flake that will go into the production of many items. Currently plastics are sold through Berg Mills to both foreign and domestic processors.

Mixed Paper, OCC - Materials will be recycled into new products such as newspaper and cardboard. Currently, fiber products are primarily sold through Berg Mills to domestic and foreign mills.

Glass - Glass will be recycled into new glass and fiberglass products. Currently, glass is sold and processed locally to Strategic Materials

Scrap Metal, Aluminum - Metals will be recycled into new ferrous and non-ferrous products. Currently, metals are sold to Standard Iron to be processed and shipped both domestic and foreign markets.

E-Waste – E-Waste will be disassembled in Hayward at E-Recycling and shipped both domestically and internationally to other recyclers.

c. Stockpiling of Materials

Contractor shall provide storage of materials during extreme market fluctuations. Processed materials shall not be stockpiled for more than one year.

d. Certificate of End Use

Contractor shall submit to City on or before July 1 of each year a certification of end use from each purchasers establishing that the materials sold the prior fiscal year have been, in fact, recycled.

B. Organic Materials Processing

1. General

a. Facility

All Contractor vehicles collecting Organic Materials from the City shall deliver directly to the GreenWaste MRF located at 625 Charles Street, San Jose, California. The City's Organic Materials may be comingled with materials from other jurisdictions at the Green Waste MRF. The Organic Materials shall then be loaded into transfer vehicles for transportation to the Z-Best Composting Facility (Z-Best) located in Gilroy for processing and composting.

b. Facility Permits

Contractor shall keep in force and be in full regulatory compliance with the terms of all permits and approvals from governmental authorities necessary for the GreenWaste MRF, Z-Best facilities, and any other approved alternative processing facility during the term of the Agreement for the processing of City Organic Materials.

c. Prohibited Use of Materials

Contractor shall ensure that Organic Materials are neither disposed of at a landfill nor utilized as alternative daily cover at a landfill without prior written consent from the Director.

d. Tonnage Tracking and Reporting

Contractor shall submit a report each month to the City on Organic Materials received during the immediately proceeding month at the GreenWaste MRF from each collection vehicle. The report shall include at a minimum: the source, method of delivery, truck number, time of delivery, tonnage delivered, vehicle license number, person receiving the delivery. Contractor shall also update vehicle tare weights twice per year, and provide that data to the City.

e. Facility Contingency

As a primary contingency, the Zanker Material Processing Facility (ZMPF) is in the process of designing and permitting the construction of a 200,000 square foot facility that will be capable of processing and transferring organic materials. This facility is anticipated to be open as early as January 2011.

2. Processing

a. Processing Method

After weigh-in, transfer vehicles will dump loads in the Processing Building. Z-Best's processing plant consists of several components, including a bag opener, magnet, manual sorting stations, and a shredder. The processing plant removes recyclables such as cardboard, glass, aluminum, metal, as well as large contaminants, before shredding the material to achieve optimum particle size for composting. From time to time methodology and/or equipment may be modified or replaced to update the system and/or increase efficiencies.

Shredded food waste is composted in an enclosed bag with forced aeration called the CTI System. For the majority of the 14 week process, the bagged material reaches 150-160 degrees, which is sufficient to kill all insects, pathogens and weed seeds. After the composting process, the material is sent through a primary screening process. The primary screen removes all inorganic contamination of 1-inch size or greater. This residue is shipped to a landfill for disposal. Composted materials smaller than 1-inch are placed in curing piles for several more weeks. After a suitable curing period, final screening takes place and the resulting compost is ready for market.

b. Acceptable Materials

Organic Materials listed in Attachment C, Section 3 shall be composted at Z-Best. The City may at no additional charge request Contractor to add additional materials as markets allow.

c. Residue Rate Requirements

Contractor guarantees to achieve a minimum rate of ninety percent (90%); maximum ten percent (10%) residue rate for processing City specific materials into compost at the Z-Best facility.

Compliance with this section shall be determined annually by conducting a waste audit prior to July 1 of each year. The waste audit will be conducted by: 1) measuring the inbound tons of a minimum of four organic collection vehicles from the City delivered to the GreenWaste MRF on a single day; 2) determining the tonnage of materials disposed from those loads following processing at the Green Waste MRF (pre-processing residue) ; 3) determine the tonnage of materials disposed from those loads following processing at the Z-Best facility (post-processing residue). The total residue rate (and reciprocal recovery rate) will be determined by taking the total tons disposed (residue) from both facilities and dividing it by the total inbound tons of organic materials received at the GreenWaste MRF.

Contractor shall notify the City a minimum of one week in advance prior to conducting audit and shall allow the City to observe to ensure compliance with this section is followed.

3. Marketing

a. Marketing Plan

Contractor shall submit to City on or before January 1 of each year, a plan for marketing Composted Organic Materials for the coming year. The marketing plan shall include the following: 1. Estimated quantities; 2. Prices: estimated unit market values 3. Marketing: end markets and uses and 4. Quantities of materials marketing during the preceding year.

b. Marketing Methods

Compost produced from Organic Materials is directed into commercial markets that include a diverse collection of potential customers, including landscapers, land developers, contractors, nurseries, greenhouses, golf courses and private recreational facilities.

Z-Best markets to the commercial sector through its large database of existing customers, advertisements in the yellow pages of telephone directories, as well as in newspapers and trade publications. In an effort to expand its services to the commercial sector, Z-Best provides delivery services for materials from its facility. Z-Best uses a full time sales person to seek new business through referrals and cold calls to potential end-users. Current users of this product include commercial landscape installers, topsoil producers, and nurseries.

c. Stockpiling of Materials

Contractor shall provide storage of materials during extreme market fluctuations. Processed materials shall not be stockpiled for more than two years.

d. Certificate of End Use

Contractor shall obtain from five of its largest customers a certification of end use, on or before July 1 of each year establishing that the materials sold the prior fiscal year have been, in fact, reused or recycled. The certifications of end use will be retained by Contractor and will be available for review by City.

Contractor shall also submit to the City each month, Z-Best monthly tonnages for materials being received and each material type being marketed.

C. Construction and Demolition Debris Processing

1. General

Commencing July 1, 2009, Contractor shall collect & transport all roll-off boxes and compactors, to the Zanker Materials Processing Facility (ZMPF) or the Zanker Road Resource Recovery Operations and Landfill (ZRRROL).

a. Facilities

Contractor shall collect & transport the roll-off boxes and compactor materials to the ZMPF located at 675 Los Esteros Road in San Jose or the Zanker Road Resource Recovery Operations and Landfill (ZRRROL) located at 705 Los Esteros Road in San Jose.

b. Facility Permits

Contractor shall keep in force and be in full regulatory compliance with the terms of all permits and approvals from governmental authorities necessary for use of the ZMPF, ZRRROL or any other approved alternative processing facility during the term of the Agreement for the processing of Construction and Demolition Debris.

c. Prohibited Use of Materials

Contractor shall ensure that processed Construction and Demolition Debris is neither disposed of at a landfill nor utilized as alternative daily cover (other than described in subsection 3b) at a landfill without prior written consent from the Director.

d. Tonnage Tracking and Recycling

Contractor shall submit a report each month to the City on Construction and Demolition Debris received from each collection vehicle. The reports shall include at a minimum: the source, method of delivery, truck number, time of delivery, tonnage delivered, vehicle license number, person receiving the delivery. Contractor shall also update vehicle tare weights twice per year, and provide that data to the City.

Tracking for all outbound and disposed tons shall be reported by an average monthly recycling percentage for each site. This information shall be formatted to report the 12-month recycling rate for the ZMPF and ZRRROL. This shall be posted on a web site at www.z-best.com/recycling_rate.html.

e. Facility Contingency

Contractor shall arrange to process Construction and Demolition Debris at no added cost to the City, should processing capacity at either ZMPF or the ZRRROL, for whatever reason, be temporarily unavailable or inadequate.

2. Processing

a. Processing Method

ZMPF: The following description of the processing method for Construction and Demolition Debris delivered in roll-off boxes and compactors focuses on the processes at the ZMPF, the primary facility for processing City materials and represents minimum standards that will be met. From time to time the processing methodology and/or equipment may be modified or replaced to update the system and/or increase efficiencies.

Roll-off boxes and compactors loads enter the site and are weighed and recorded. The driver is directed to the mixed C&D unloading area for inspection and unloading. As the truck unloads, a load checker will inspect the load for hazardous materials. An active load-checking program shall be utilized to minimize the acceptance of any unacceptable materials.

After the truck has unloaded, ZMPF employees will start to separate large pieces of metals and wood from the load. Wheel loaders will then push the remaining materials to a temporary stockpile before being conveyed to the C&D sorting conveyor system. An excavator removes larger items before loading the feed conveyor. This pre-sort operation removes larger pieces of wood, metal, concrete, and garbage.

The sorting conveyor system, which includes elevated access platforms and workstations and electrically operated disc-screens, is located above large concrete storage bunkers. The excavator is used to load the walking floor feeder which in turn feeds the incline conveyor of the sort-line.

The C&D Sorting System is designed to evenly distribute the material onto a sorting conveyor that passes a series of work stations where employees presort the larger items such as cardboard, wood, metal and film plastics before the material passes through a two stage disc screen to separate out small materials which is used on-site, or shipped to other landfills, for use as ADC.

After passing through the final stages of the disc screen, the remaining items then pass another series of work stations where employees separate and pick-out smaller recyclable items and drop them directly into the storage bunkers below or place the items in 96-gallon carts adjacent to the work stations. When the bunker is full, the sorted materials are then routed for additional on-site processing, or loaded and hauled to approved recyclers. The unsorted material that falls off the end of the sorting conveyor system is routed to a landfill for disposal.

ZRRROL: If materials are routed to the ZRRROL facility, employees will start to separate large pieces of metals, OCC, gypsum wallboard, concrete, rigid plastics and wood from the load. Wheel loaders will then push the remaining materials to a temporary stockpile before being loaded into a truck and weighed prior to disposal.

b. Acceptable Materials

The ZMPF and ZRRROL facilities shall accept mixed loads of Construction and Demolition Debris. Both facilities have exclusions for putrescible, hazardous and liquid wastes. Loads containing putrescible wastes or containing more than twenty-five percent (25%) of materials that are not recovered at these facilities (Such as pressure-treated lumber, construction insulation or Styrofoam) will be diverted to the Sunnyvale SMaRT Station for disposal.

As currently permitted and operated, the facilities are primarily used for the recycling of construction and demolition (C&D) debris. Accordingly, all waste materials received at the facilities typically go through extensive screening and sorting processes to recover recyclable materials (i.e., wood, plastic, paper, cardboard, gypsum, metal, concrete, etc.). The City may at no additional charge request Contractor add additional materials as markets become available and materials are processed at the ZMPF or ZRRROL.

c. Residue Rate Requirements

Contractor guarantees that the two processing facilities (ZMPF and ZRRROL) shall achieve combined facility diversion rates of seventy-five percent (75%) for the following types of Construction and Demolition Debris loads:

1. Source separated C&D loads average a ninety percent (90%) recovery with a reciprocal ten percent (10%) residue. Source separated loads are delivered to both facilities.

Source separated recyclables in this section is defined as a roll-off box or compactor which is dedicated to only one of the following materials: Wood waste, yard waste, metals (ferrous metals, copper, aluminum, brass) asphalt, sheetrock, cardboard, PETE-HDPE-glass-aluminum containers or cans, mixed paper or concrete. Source separated loads that contain in excess of ten percent (10%) of the non-source separated materials are processed as mixed loads.

2. Mixed C&D loads average a seventy percent (70%) recovery rate with a reciprocal thirty percent (30%) residue rate. Mixed loads are delivered to both facilities.

The monthly recovery rate for each facility will be calculated and posted as described in subsection 1.d above. Compliance with the minimum combined annual facility recovery rate of

75% (and the reciprocal maximum 25% residue rates) will be determined by the arithmetic average of the recovery rates at both facilities for the preceding 12-months period.

3. Marketing

a. Marketing Plan

Contractor shall submit to City on or before January 1 of each year, a plan for marketing Construction and Demolition Debris for the coming year. The marketing plan shall include the following: 1. Quantities: estimated quantities of each Recyclable Material; 2. Prices: estimated unit market values 3. Marketing: end markets and uses and 4. Quantities of materials marketing during the preceding year.

Contractor shall provide to the City prior to each calendar year a proposed marketing plan for each material type for the processing facilities. The City will be allowed to review and suggest recommended changes to that plan. Contractor shall maintain long term relationships with materials brokers, shall continually monitor market condition, shall have the ability to anticipate and react to severe market demand and fluctuations in quantity, composition and pricing. Contractor shall use both domestic and foreign markets to maintain continued material movement and to obtain the highest market value.

b. Marketing Methods

Following are the commodities currently recovered at the ZMPF and ZRRROL from mixed C&D loads, with description of recovery methods and markets for the materials.

Wood Waste: Large pieces of wood are separated at the tipping area utilizing hand labor, loaders or an excavator. Smaller pieces of wood are removed from the sorting line by using hand labor. Zanker has instructed and educated its employees as to the type of wood that is not accepted which includes pressure treated lumber, CCA treated lumber, creosote treated wood and lead painted lumber. These materials are placed in a separate container and properly disposed of. Wood waste is ground and marketed as organic soil amendments, decorative wood chips and co-generation fuel.

Yard Waste: Relatively clean loads of yard trimmings are processed at the ZRRROL. Small amounts of yard trimmings found in loads from the City will be processed as wood waste. Z-Best Products will be the main vendor for this material.

Ferrous Metals: Ferrous metals, such as tin, shall be extracted from loads in the tipping area by laborers or removed from the sort-line. Large iron pieces will be removed and placed in a roll-off container or stockpiled until ample materials are available to warrant transportation. These materials will be recovered and transported off site to a metals recycler.

Copper: Copper tubing and wire will be removed using hand labor. Most copper will be removed on the sorting line where sorters will have a better opportunity to capture the materials. Copper will be placed in roll-off containers. Depending on pricing, the copper materials may be baled and shipped to market or sold loose to local recyclers.

Asphalt: In the case where large loads of asphalt enter the site, contaminants will be removed by hand or by using a loader or excavator. Loads will be cleaned in order to meet specifications.

The cleaned materials will then be commingled with the clean concrete loads and processed into Class II Base Rock at the ZRRROL.

Sheetrock: Clean gypsum (non-painted or not removed from demolition projects) shall be received at the tipping area. Large pieces of sheetrock will be recycled using hand labor and the loader. Most sheetrock will be removed on the sorting line where sorters will have a better opportunity to capture the materials. Sheetrock will be placed in roll-off containers and shipped to the ZRRROL for further processing and marketing.

Aluminum: Aluminum will be removed at both the tipping area and from the sort-line. Scrap aluminum will be placed into a roll-off container for marketing to local recyclers or baled and marketed.

Brass: Brass fixtures will be recovered from the sort-line by sorters who will have a better opportunity to capture the materials than their ground sorting counterparts. Brass will be placed in roll-off containers. Depending on pricing, the brass materials may be baled and shipped to market or sold loose to local recyclers.

Tires: Passenger and truck tires found in incoming loads will be removed and stockpiled or stored in a separate roll-off container. When ample tires are available to warrant transportation, the tires are hauled to an end-user in Sacramento.

Appliances/White Goods: Appliances will be stored until ample supply is reached to warrant transportation to a recycler.

Hazardous Waste: Hazardous wastes that are dropped off at the tipping area and discovered by load checkers will be stored in an appropriate storage container near the tipping area for a maximum of 90 days or until an ample supply is reached to warrant disposal, whichever comes first. Hazardous wastes will be lab packed and disposed or recycled in accordance with state law. The facilities utilize the services of a certified hazardous waste disposal company for the proper disposal of hazardous wastes.

ADC: ADC is only produced from the screens on the C&D sorting system. Materials pass these screens and the 3-inch minus in size fall into a concrete bunker. Loads of ADC are shipped off-site to other landfills or used on site. Currently, most ADC is being shipped to the Vasco Road Landfill in Alameda County, although some materials are used at the ZMPF or the ZRRROL sites.

No fines are used as soil amendments or beneficial reuse because of the amount of organics and other materials like glass, gypsum etc. Soil from the demolition plants at both the ZMPF and ZRRROL are shipped to area landfills and used as cover, not as ADC, beneficial reuse or erosion control. Soil amendments are produced from grinding and screening wood waste and sold to area landscapers.

Asphalt Roofing: Mixed loads of asphalt roofing will enter the tipping area and be directed to a specific area for asphalt roofing. Once deposited in this area, sorters will remove wood, metals and other residuals. The remaining asphalt roofing may be shipped off-site for use as a buttress fill at the Pacheco Pass Landfill, ADC, or to a local asphalt plant for reuse in asphalt roofing.

Porcelain: Porcelain items such as toilets and sinks will be removed from the tipping area and placed in a stockpile with the asphalt and concrete to be processed at the ZRRROL.

Cardboard: Larger pieces of cardboard (OCC) will be extracted from loads in the tipping area while the remaining OCC will be removed by sorters utilizing the C&D sorting system. The OCC will be baled as necessary and then stockpiled until enough materials have accumulated for a complete load. OCC is sold both domestically and for export.

Mixed Paper: Mixed paper will be removed by personnel using the C&D sorting system and stored in bunkers until enough materials are generated for baling. The mixed paper will be baled, and sold both domestically and for export.

PETE and HDPE Containers, Glass Bottles, Aluminum Cans: PETE containers as well as HDPE containers, glass bottles and aluminum cans will be sorted at stations on the C&D sorting system. Sorters will be instructed to remove these items. Employees have small containers directly behind their individual sorting stations to allow for these commodities.

Once these containers are filled, employees will remove and empty each commodity into a specific container. Over time these containers will be filled, baled with the site's baler and marketed. Glass containers will not be baled; rather, they will be marketed as is to a local glass recycler.

Concrete: Concrete removal will start in the tipping area where large amounts will be found. Materials will be removed by hand into the loader bucket. The loader will bring the concrete to an adjacent area where the material will be stockpiled before being transported to ZRRROL and processed into Class II Base Rock. Smaller pieces of concrete that are removed from the C&D sort-line will also be placed into a container and shipped to ZRRROL for further processing.

E-Waste: When E-Waste is found in the tipping area or on the sort line, employees will remove the materials to a special container specifically for E-Waste. Materials such as TVs, computer monitors, computers, cell phones and printers will be recycled with a certified state recycler and will not be exported to over-seas markets.

Stones & Bricks: Small amounts of stones and bricks are usually generated during renovation of landscape projects or small demolition projects. These items will be recovered using the sorting conveyor. Stones will be co-mingled with recycled concrete, whereas bricks will be placed into a separate container and co-mingled with roofing tiles. Materials will be processed at the ZRRROL into Class II Base Rock.

Carpet Padding: Carpet padding is very common in renovation and demolition projects. The padding may be sorted using the C&D sorting system. This material will be placed into an enclosed storage box to prevent rain and water spray from being absorbed into the padding, and are marketed to a foam recycler. There is no steady market currently for carpet padding and it may be landfilled if no market exists.

c. Stockpiling of Materials

Contractor shall provide storage of materials during extreme market fluctuations. Processed materials shall not be stockpiled for more than two years.

d. Certificate of End Use

Contractor shall submit to City on or before July 1 of each year a certification of end use from 5 major vendors annually establishing that the materials sold have been, in fact, reused or recycled.

D. Pallet Recycling

Pallets that are collected by Contractor will be delivered to a pallet recycler in the area or brought to ZMPF and stockpiled. Zanker will contact pallet recyclers and allow them to inspect all pallets stockpiled at ZMPF. If pallets can be marketed to these recyclers at this time they will be sold or given away. If the pallet recycler is unwilling to take pallets, then they will be processed at ZMPF. Pallets will be delivered to the wood waste area on the site to be ground and marketed as mulch, fuel and soil amendments. Pallets will be allowed to remain onsite for two weeks prior to being recycled.

E. Bulky Item and Books Reuse

1. Bulky items

Bulky items that are collected will be delivered to ZMPF and unloaded in a reuse area. Reuse vendors such as Goodwill, Salvation Army, and other approved vendors will be contacted and allowed to inspect all items. These items will be made available Monday –Friday 8am to 4pm. If these vendors are unwilling to accept any of the items they will be collected and processed at the appropriate ZMPF facility. No item will remain on site for longer than two weeks.

a. Marketing Plan

Contractor shall submit to City on or before January 1 of each year, a plan for partnering with local non-profit organizations to market reusable bulky items for the coming year. The marketing plan shall include the following: 1. Estimated quantities of reusable bulky items; 2. Potential end markets and uses and 4. Quantities of reusable bulky items marketing during the preceding year.

2. Books

Books will follow the same process as bulky items with the exception that they will be stored in a sealed container for protection from the elements. Additional vendors will be contacted for the reuse of books such as second hand bookstores and book donation agencies.

F. Tours of all Facilities

Upon seventy-two (72) hours notice from City, Contractor shall provide tours of the processing facilities. Such tours shall not unreasonably disrupt facilities operations. City shall not be charged for labor, overhead, overtime, or any other costs associated with such tours. As part of such tours, Contractor shall prepare (subject to City's approval of text and form) and shall distribute an educational brochure, printed on recycled paper, on conservation, recycling, and general solid waste management programs.