

**SWANA RECYCLING
TECHNICAL ASSISTANCE STUDY**

FINAL REPORT

**EAST WHITELAND TOWNSHIP,
CHESTER COUNTY PENNSYLVANIA**

**SINGLE-HAULER WASTE AND RECYCLABLES
COLLECTION ALTERNATIVES**



GANNETT FLEMING, INC.



HARRISBURG, PENNSYLVANIA

DECEMBER 2007

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SWANA RECYCLING TECHNICAL ASSISTANCE STUDY

EXECUTIVE SUMMARY

EAST WHITELAND TOWNSHIP IMPROVING WASTE AND RECYCLABLES COLLECTION SERVICES

East Whiteland Township is in a very good position to make significant improvements its existing private subscription waste collection and recycling program. Making changes now will help residents and the Township over the short and long term to manage costs and to maintain quality waste collection and recycling service. The existing multi-hauler private subscription waste collection system has a number of deficiencies and inefficiencies that result in higher costs for residents. The current waste system structure contributes to: increased truck traffic and associated nuisances and damage to roadways; inconsistent waste and recycling programs; and environmental harms including air pollution and excessive fuel consumption. In some cases, the system contributes to lower quality service for residents (e.g. confusion, missed pickups, limited recycling service, and high annual costs including additional service fees for certain items). The current system is also very difficult to enforce by the Township. GF believes that residential costs will continue to escalate unchecked, and waste system problems will persist until a new waste collection program is implemented.

The preferred alternative is securing a single hauler via a municipal bid and contract. A single-hauler collection system will lower costs and will address many, if not all, collection system deficiencies that have been identified. Using a single-hauler system, the Township's new waste management program will be a legally sound and enforceable waste collection and recycling structure that will be convenient for residents, be cost effective, and will successfully divert materials to recycling.

Using a conservative 25 percent savings achieved through the competitive bid process, Township-wide savings (realized by residents) over the course of a 3-year collection contract are estimated to fall between **\$682,700** to **\$816,300**. The actual savings will be determined after bids are received. With a municipal contracted service, there is also an opportunity to receive payment for recyclables by participating in the Chester County Processing and Marketing agreement that is administrated by the Chester County Solid Waste Authority.

GF recommends:

- The Township and Board of Supervisors implement a single-hauler contract collection system.
- The Township conduct a residential waste and recyclables survey.
- The following waste and recycling structure as a baseline:
 - Once per week curbside trash collection.

- Curbside trash set-out limit via ordinance: a 3-4 bag limit per week or two trash cans per week limit. Set weight limits for trash bags and/or containers (e.g. 35 pounds per bag).
- Once-per-week or bi-weekly recyclables collection (on the same day as trash collection).
- Single stream recyclables collection format: one recycling container for all recyclables.
- Curbside collection of the following recyclables:
 - Mixed paper (junkmail, magazines, newspapers, etc.)
 - Cardboard
 - Plastic jugs and narrow neck bottles
 - Glass bottles
 - Steel/bi-metallic or tin cans
 - Aluminum cans
 - Leaf waste (spring and fall)
- New single-stream recycling containers should be provided to all households. A 96-gallon recycling container is recommended, but 35- and 64-gallon container options could be made available if deemed necessary.
- The Township should direct waste to the Lanchester Landfill to receive a discounted tip fee of \$55 per ton.
- Incorporate cost for collection services into the residential tax bill as a separate line item.
- Create a separate fund for waste and recycling collection services and tax revenue.

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1.0 INTRODUCTION

East Whiteland Township (Township) is located in Chester County, and is in the process of evaluating its residential waste collection and recycling program. Prior to 2006, the Township licensed individual haulers operating within the Township. Because municipal licensing of haulers was recently determined to be illegal in Pennsylvania, the Township has discontinued licensing, which was a mechanism for enforcing compliance with the Township’s sanitation ordinance and recycling requirements. The Township is requesting assistance from Gannett Fleming (GF) to provide guidance on Act 101 recycling compliance, including leaf and yard waste collection. The Township would also like to improve the commercial and industrial sector recycling efforts. Additionally, the Township is requesting assistance in determining the advantages and disadvantages of contracting with a single hauler.

Through the partnership with the Solid Waste Authority of North America (SWANA), the Pennsylvania State Association of Township Supervisors, and the Pennsylvania Department of Environmental Protection (PADEP), East Whiteland Township (Township) was awarded \$7,500 in technical assistance to be provided by Gannett Fleming, Inc. (GF). As part of this technical assistance, GF reviewed the Township’s waste and recycling program and made recommendations for improving the program as contained in the following Report.

1.1 Scope of Work

GF worked with East Whiteland Township to develop the following tasks for this project.

- Task #1** Gather and review background information provided by the Township related to existing waste, recyclables, leaf and yard waste collection practices. This task will include reviewing the relevant ordinances and corresponding regulatory requirements.
- Task #2** GF will describe and evaluate the curbside recycling program and will make recommendations related to improving the current recycling program in compliance with Act 101. GF will describe the advantages and disadvantages of contracting with a single hauler versus continuing the current private subscription program.
- Task #3** GF will prepare and provide the Township with a summary report of findings and recommendations. This task includes a review of the report by the Pennsylvania Department of Environmental Protection (PADEP) and response to PADEP comments. An electronic file of the final report will be submitted to PADEP. Both an electronic and hardcopy version of the final report will be provided to the Township.

2.0 BACKGROUND

East Whiteland Township is located about 20 miles west of the City of Philadelphia, in east-central Chester County, Pennsylvania. The Township is mandated by the Municipal Waste Planning, Recycling, and Waste Reduction Act of 1988 (Act 101) to provide curbside recycling services to residential establishments. The Township has about **9,300 residents** and there are nearly **3,000 residential households** within Township limits.

Based on a review of the Township's waste collection and recycling program, and based on discussions with Township staff, some of the leading issues with the current waste management system are:

- Inability to oversee proper waste collection and recyclables collection practices of the multiple local haulers operating in the Township.
- Inability to manage escalating collection system costs for residents.
- No revenue is paid to the Township for recyclables.
- Inability to ensure that all residential households secure trash collection services.
- Excessive truck traffic traveling on residential roads (e.g. noise, traffic, safety, etc.).
- Variable collection schedules that result in collection on most days of the week, and in some instances, create confusion for both the residents and haulers.
- Maintaining compliance with the Township waste and recycling ordinances as well as the current PADEP recycling regulations.
- Proper handling and processing of recyclables after collection by local haulers in both the commercial and business sectors.
- Inability to properly educate residents and businesses with a uniform recycling message (due to variability of programs offered by different haulers).
- Ensuring the leaf and yard waste program meets Act 101 and PADEP requirements.

Spurred by these and other related issues, the Township wishes to evaluate one or more collection systems that can eliminate or improve these program deficiencies. A preferred collection system should improve the Township's ability to oversee the waste hauler(s), efficiently and safely manage waste, increase the amount of recyclables collected, be cost effective, and be part of a sustainable recyclables and waste management system that improves the community and offers environmental benefits.

2.1 Demographics, Housing Characteristics, and Waste Generation

The distribution of housing units and businesses and the municipal waste generated by these establishments is important when considering single-hauler collection system alternatives. For example, multi-family units may have dumpster service and thus have different collection service needs and different costs than typical households. East Whiteland Township has 800 multi-family units having five or more units that may utilize dumpster service. Larger multi-

family establishments or complexes often contract independently for waste service, even in municipalities where a contract is in place with a single hauler to provide residential waste collection services.

Larger commercial establishments may generate significant amounts of waste or generate special wastes and, therefore, would not be included in a standard residential single hauler waste service contract. Households usually have a curbside set-out system using bags, trashcans or totes. The ratio of single-family households to multi-family units, and the distance between these units, impacts the collection service and associated costs for collection.

Demographic information for East Whiteland Township is provided below

Single family detached: **2,006**

Single family attached: **402 units**

Average household size of owner-occupied units: 2.83 people

2-4-unit structure: **42 units**

5 or more unit structure: **800 units**

Average household size of renter-occupied units: 2.00 people

3.0 EXISTING WASTE COLLECTION AND RECYCLING SYSTEM

3.1 Private Subscription Waste Collection System

Township residents independently subscribe/contract with one of several local haulers for trash collection. In this type of collection system, often called “private subscription”, the hauler bills the individual resident directly. The trash collection days and collection routes vary widely among these haulers. The Township ordinance has provisions related to the proper management of waste and recycling. The ability to enforce these provisions for residents and for haulers is limited, and haulers are no longer required to participate in a licensing program. Before the hauler licensing program was discontinued, licensing afforded some leverage to the Township because it could pull a license, thus prohibiting the hauler to work in the Township. Currently the primary residential and commercial waste haulers that operate in the Township include:

Allied Waste Services
372 S. Henderson Road
King of Prussia, PA 19406
(610) 265-6337

J.P. Mascaro & Sons
Lower & Wile Roads
Souderton, PA 18964
(215) 721-1600

Galante Hauling, Inc.
565 Trestle Place
Downingtown, PA 19355
(610) 873-4020

York Waste Disposal
1175 Enterprise Road
East Petersburg, PA 17520
717-815-4409

Superior Waste Services of Delaware Valley
 300 W. Washington St.
 Norristown, PA 19404
 (610) 272-2001

J. Blosenski, Inc.
 P.O. Box 392
 Elverson, PA 19520
 (610) 942-2707

Waste Management of S.E. PA
 197 Swamp Creek Road
 Gilbertsville, PA 19525
 (610) 367-1300

In the Township’s multi-hauler waste and recycling system, the cost for collection service and the level and type of service varies by hauler. GF surveyed J. Blosenski, Inc. and Allied Waste Services in July 2007 (**Table 1**). As shown in the Table, quarterly costs for curbside waste and recycling service in the Township range from **\$94.50 to \$113 per quarter (\$378 to \$452 annually)** depending on the hauler and the level of service requested. Consistent with other waste collection information GF has gathered on other similar studies, the cost of twice-per-week waste collection is about 10-12 percent higher than once-per-week collection. The landfill tipping fee for the Lanchester Landfill for disposal of municipal waste is **\$58 per ton** for private waste haulers and **\$72 per ton for small load drop-off**. A discounted rate of **\$55 per ton** is available to the Township if it designates the Lanchester Landfill as the disposal facility for Township-generated municipal waste. A list of Chester County municipalities that receive this discount is included in **Appendix A**.

Table 1: Hauler estimates for East Whiteland Township

Hauling Company	Cost per Quarter (waste & recycling)	Curbside Set-out Limit (waste)	Recyclables Included (Y or N)	Additional Services Included with Trash Service
J. Blosenski, Inc.	\$94.50	Ten 30 gal. bags	Yes (commingled)	<ul style="list-style-type: none"> ▪ Once/mo.bulk item pick-up ▪ Seasonal yard waste pick-up
Allied	\$113.00 (twice per week pick-up)	Eight 32 gal. bags	Yes (source separated)	<ul style="list-style-type: none"> ▪ Once/week bulk item pick-up ▪ Year round yard waste pick-up
	\$101.00 (once per week pick-up)			

3.2 Waste and Recyclables Collection Routes

There are very few alleys in the Township and most of the streets in the Township have a 40’-50’ right of way. These routing characteristics are favorable for efficient and cost effective collection and they minimize or eliminate the need for special collection equipment, which can increase capital costs associated with the collection program. Some areas of the Township are

rural, but households are generally grouped in planned neighborhoods (see image below). In the current multi-hauler system, the efficiencies and cost savings that can be achieved by planned hauling routes are largely lost due to non-consecutive collection of households.



3.2 Residential Recycling

Residents in the Township are required (via Ordinance) to **recycle** the following materials:

- Newsprint
- Aluminum
- Colorless glass

The following materials may be recycled at the option of the hauler:

- Colored glass containers
- Plastics
- Metals

All residents of the Township are required to recycle, whether they live in a single family home or in a multi-family apartment complex.

- For single-family homeowners, recyclable materials are to be placed in a separate, reusable, metal or plastic container that clearly identifies the contents as recyclable. This container should be placed at the curb on the day of collection.
- For residents of multi-family housing developments, the landlord or association manager must make available to the residents suitable containers in easily accessible locations and a written description of the collection procedure.
- All residents and residential property owners are required to separate leaf waste from regular trash for separate collection by the hauler, and all property owners are encouraged to compost leaf waste on their own properties.

The Township has observed most private haulers provide residents 14-gallon containers to use for curbside recyclables collection. The container is used for aluminum cans, plastics and steel/bimetallic cans and other items collected by the haulers beyond those required in the ordinance. Mixed paper is accepted by some haulers and is usually collected in a paper bag placed beside the curbside container.

3.3 Drop-off Facilities

East Whiteland Township does not have supplemental drop-off programs for Act 101 recyclables (e.g. plastics, glass, aluminum and steel cans) or leaf and yard waste.

3.3.1 Household Hazardous Waste Drop-off

Any hazardous household automotive products, home maintenance, lawn and pest control products can be disposed of through drop off centers of the Chester County Health Department. The following is a list of unacceptable materials:

- Latex (water-based) paint
- Explosives
- Ammunition
- Appliances
- Radioactive waste
- Tires
- Infectious waste
- Unidentified waste

4.0 RECYCLABLES MARKETS

It is economically beneficial to identify and use local recyclables outlets and to be aware of recycling market trends. Favorable recycling markets are those that offer the greatest return (or overall economic feasibility) when considering all relevant collection/operational costs and any revenues that may be generated through the sale of materials. Having access to local markets is critical to the economic feasibility and sustainability of public recycling programs. The costs associated with transporting materials over long distances decreases the revenue return (if any) for recyclables.

In eastern Pennsylvania, in the areas surrounding East Whiteland Township, two recyclables processing facility types, or “markets”, have emerged as the primary markets: **single-stream processors** and **dual-stream processors**. In a **dual-stream system**: commingled recyclables (e.g. aluminum and steel cans, bottles, plastic bottles, etc.) are collected and processed as a separate “stream” from other acceptable fiber/paper materials (e.g. newspaper and mixed paper such as envelopes, junk mail, etc). Dual-stream collection vehicles typically have two compartments to separate recyclable streams (a cost effective alternate to using two separate vehicles for collection).

In a **single-stream system**: recyclables are collected and processed mixed or combined together (e.g. cans, bottles, plastics, paper and other designated materials). Processing at a single-stream recyclables facility uses a combination of conveyors, manual sorting, mechanical sorting, optical sorting and various types of processing equipment.

Some recyclables processing facilities, like Blue Mountain Recycling in Philadelphia, have the capability to process both single-stream and dual-stream material.

4.1 Local and Regional Recyclables Markets

In the last few years, recyclables markets for materials generated by municipalities have been good for many commodities, glass being a notable exception in many regions. The Township is located in an area that has markets with the capability and capacity to process recyclables and the near-term outlook on these recyclables markets appears favorable. Of particular interest and value to the Township is the BFI Recyclery that is under contract with Chester County for processing and marketing of recyclables until September of 2008. This marketing arrangement establishes set pricing (per ton) for recyclables generated by Chester County municipalities that participate in the program by executing an intermunicipal agreement with the County to deliver recyclables to the BFI Recyclery. This market option is described in further detail in Section 5.0.

GF located some of the larger recyclables processing facilities within 40 miles of East Whiteland Township and listed them below. Since the distance from the Township to some of these markets is over 30 miles (one-way), it will require the Township to operate a recycling program that maximizes collection efficiency (e.g. high-capacity vehicles) to minimize transportation costs.

The Blue Mountain facility, located off the Schuylkill Expressway in Philadelphia, accepts dual-stream recyclables (i.e. fiber is separate from commingled materials) and single-stream recyclables. Based on conversations with this recycling facility in November 2006, the price paid to municipalities per ton for single-stream recyclables was **\$4.00 per ton**. The single stream price paid for recyclables over the last two years has had an average range of \$2.00 - \$8.00 per ton. The price paid to municipalities is based on the average commodity revenue that is paid to Blue Mountain for recyclables.

Recycling Markets:

BFI Recyclery (Distance ~12 miles one way)
372 S. Henderson Road
King of Prussia, PA, 19406

Waste Management (Distance: ~ 19 miles one way)
408 South Oak Ave.
Primos, PA 19018

McCusker and Ogborn (Distance: ~ 25 miles one way)
10 Reaney Street
Chester, PA 19013

Blue Mountain Locations (Distance: ~ 30 to 35 miles one way for all Blue Mountain locations)

Montgomeryville Facility
Blue Mountain Recycling
1350 Bethlehem Pike
Montgomeryville, PA 18936

Philadelphia Facility
Blue Mountain Recycling
2904 Ellsworth Street
Philadelphia, PA 19146

Upper Dublin Township Facility
Blue Mountain Recycling
1030 Fitzwatertown Road
Willow Grove, PA 19090

5.0 THE CHESTER COUNTY PROCESSING AND MARKETING AGREEMENT

The **Chester County Processing and Marketing Agreement** (CCPMA) is administered by the Chester County Solid Waste Authority. If interested, East Whiteland Township can participate under the Processing and Marketing Agreement. The CCPMA would be beneficial to East Whiteland Township in terms of securing a favorable recyclables revenue (price per ton) for an extended period. An example of this recyclables marketing contract is attached in **Appendix B**, and it is available upon request from the Chester County Recycling Coordinator.

As part of the CCPMA, recyclable material is delivered to the BFI Recyclery located on 372 S. Henderson Rd., King of Prussia, PA. The current contract with BFI Recyclery is a 3-year contract, which began on September 27, 2004. The contract includes two optional one-year renewal periods, and Chester County has extended the contract until September 2008. Under this program, the BFI Recyclery accepts and processes the following materials:

- **Residential Mixed paper**
 - #6 Newsprint
 - Magazines
 - Telephone books
 - Mail
 - Paper bags
 - Cardboard
 - Home, office, and school paper
- **Clear, brown and green glass**

- **Aluminum cans**
- **Steel and bi-metallic cans**
- **PET and HDPE plastic bottles**
- **Commingled materials**
- **Commingled cans** (aluminum and steel/bi-metallic)
- **Corrugated cardboard**

5.1 Recyclable Revenue from the Chester County Processing and Marketing Agreement

The pricing for recyclable materials under the current CCPMA is calculated using a formula created by the BFI Recyclery. Depending on the materials and market conditions, municipalities are either charged or paid for materials taken to the BFI Recyclery. In recent years, BFI has paid municipalities for most recyclable commodities. According to the 2005 Processing and Marketing Report, which is also included in **Appendix B**, the municipalities that currently participate in the County Processing and Marketing Agreement received a range of \$1,000 to \$51,000 in recyclables revenues for materials they delivered to the BFI Recyclery. The “avoided cost of disposal” estimated by the County is also shown for each municipality and ranges from \$230.00 to \$62,400.00. The average revenue for material for the twelve participating municipalities was approximately \$50.00 per ton for all recyclable materials collected.

6.0 PRIVATE SUBSCRIPTION WASTE SYSTEM PITFALLS

East Whiteland Township joins a long list of municipalities in Pennsylvania that are taking a closer look at single-hauler waste collection systems. Often, the reason for investigating a municipal-wide collection contract is not because local private haulers provide inadequate waste collection services to residents. For the most part, residents set out trash and it is taken away. Although some haulers may be negligent in their services periodically, many of the problems with the proper and efficient handling of waste and recyclables services are caused by the fundamental structure of a private subscription system where multiple hauling companies and many collection vehicles provide overlapping and widely different waste and recycling services.

Even if the Township completely eliminated compliance or service problems by the multiple haulers operating in the Township, the private subscription waste collection system would remain plagued with inefficiencies and nuisances (excess truck traffic, confusion in pickups and services, excess use of resources, etc). Although private subscription systems can require less municipal involvement than other waste management strategies (such as a single hauler contract), multiple hauler systems contribute to inflated waste system costs that are passed to residents and these programs are historically difficult to manage in terms of residential and hauler compliance and overall performance. Multiple haulers in overlapping service areas can:

- provide different waste collection services to households
- provide different recyclables collection services to households
- offer different prices for waste and recycling services
- limit the ability to plan/implement house to house collection routes
- increase the number of trucks (increased fuel consumption, labor and total cost)

- increase truck traffic nuisances (e.g. noise, traffic safety, emissions, damage to streets)
- limit the effectiveness of waste and recycling education due to variability among programs
- limit the municipality’s ability to implement a comprehensive recyclables collection program that enables the recovery of revenues from recyclables for the municipality

Additionally, because residents select the hauler, not only do the services vary among haulers but they also change any time the resident switches to a new hauler. When this occurs, collection services such as the type of recyclables collected can change with the new service provider. It is difficult to educate residents on the Township’s recycling requirements and programs when they are varied and continually changing.

6.1 Escalating Private Subscription Collection System Costs

Collection system costs are going up, particularly in municipalities with open collection systems and multiple haulers. Collection and disposal costs are passed on to Township residents in their trash bills. The average Township resident who compares their 2007 trash bill with a 2003 trash bill is left saying “what happened?”. GF has observed residential waste collection service cost increases by up to 48 percent from 2000 to 2007 for portions of eastern Pennsylvania.

Some of the increases are due to competition for landfill space, both by in-state and out-of-state waste generators. Some increases are due to higher fuel costs, increased costs for procuring collection equipment, increased cost for medical care and workman’s compensation, increased labor costs, etc. However, some of these cost increases for hauler services appear less justifiable. Perhaps the haulers are testing what the market will bear.

It is expected that the customer fees for waste service will continue to increase, as it has done in the past. In an “open” collection system with multiple haulers, the ability to organize, plan and administrate a comprehensive municipal-wide waste collection system is generally poor. Consequently, customer bills increase due to the inability to coordinate, standardize and manage the system. GF believes the same is true for East Whiteland Township, where residents are paying a high and escalating cost per household for waste collection services. For these reasons, managing residential waste service fees in today’s waste market is becoming more important for the Township and its residents.

The common opinion that having multiple haulers in an open system creates competition that will result in lower prices and better services for residents is, for the most part, untrue. Haulers and municipalities that GF has surveyed across the state reveal that residents located in municipalities with multiple haulers pay more for waste and recycling services, and have more collection service problems than in municipalities with a single hauling company. Municipalities have the ability to manage competition through the periodic municipal bidding for services.

6.2 Multiple Hauler System Impacts to Public Health and the Environment

Managing costs is only one piece of administering a complex waste collection system. Based on the 2005 report by James S. Cannon, “Greening Garbage Trucks”, there are more than 136,000

refuse trucks that travel America’s streets. Refuse trucks contribute to air and noise pollution. Nearly 99 percent of these vehicles run on diesel fuel, and their emissions pose a serious threat to public health on a local, regional and national level. Diesel exhaust contains particulate matter, hydrocarbons, carbon monoxide, and nitrogen oxides, which can irritate the eyes and respiratory tract, cause neuro-physiological symptoms, exacerbate allergies and asthma symptoms, and pose a cancer risk. These public health hazards, combined with excessive truck traffic, damage to streets, and public safety are all important considerations for the Township as it evaluates collection systems that can potentially minimize these hazards. A safer, healthier and environmentally conscious single-hauler collection system will reduce public health impacts and environmental impacts.

6.3 Hauler and Residential Waste and Recycling Compliance

GF does not believe that non-compliance by private haulers operating in the Township is the primary problem of the Township’s private subscription waste collection system. However, multiple-hauler collection systems usually have a higher incidence of public complaints about hauler performance than in single-hauler contract collection systems. Fewer complaints in a single-hauler program are likely due to municipal-wide collection services established in a legally binding contract between the municipality and the hauling company. The contract serves as an enforcement tool and standardized services, along with planned collection schedules and routes, are easier to perform in a manner that satisfies residents.

East Whiteland Township does not have an effective system in place to manage waste and recycling complaints, or to manage inappropriate hauler activities. The Township has an ordinance that includes waste collection and recycling requirements for both residents and haulers, but it is not an enforcement mechanism. There are ongoing problems with non-compliance and lack of participation by both haulers and by residents. Non-compliance by hauler and residents in the Township may be attributed to some of the following:

- Multiple private haulers offer different services and schedules, which can become confusing to both haulers and residents. Missed pick-ups occur.
- Standardized municipal-wide waste and recycling collection services are not present, so an effective residential education program is hindered.
- Enforcing multiple haulers is difficult, especially without a contract for services, and because the Township does not actively enforce waste and recycling.
- It is the homeowner or renter’s responsibility to secure a hauler. An unknown portion of occupied households do not secure a waste and/or recyclables hauler. Residents without trash service often illegally dispose of their waste and recyclables.

7.0 COMMERCIAL SECTOR RECYCLING

All commercial, institutional and municipal establishments within East Whiteland Township are required, in accordance with Act 101 and the Township’s recycling ordinance, to recycle. The establishments are responsible for arranging for the collection and recycling of designated Act 101 materials, unless another arrangement or agreement fulfills the Act 101 requirements (e.g.

taking materials directly to a distribution center or processor). East Whiteland requires commercial, institutional and municipal establishments located to recycle the following materials along with “other materials deemed appropriate by the Township”:

- High-grade office paper
- Aluminum
- Corrugated paper
- Leaf waste

Additional materials must be recycled by commercial establishments when the municipal ordinance has stated requirements for collection of additional materials. Other recyclable items that can be recovered (in addition to those listed above) may include glass, newsprint, plastics, and/or steel and bimetallic cans, and food waste.

There is no formalized commercial sector recycling program implemented by East Whiteland Township. However, many of the Township’s larger businesses implement some form of recycling. Based on GF’s experience with commercial recycling in similar-sized municipalities, it is expected that many of these businesses recycle some materials, but are not in compliance with Act 101 recycling requirements for one or more of the following reasons:

- Businesses are often unaware of their requirements under State Law (Act 101) to recycle.
- Businesses may feel that recycling is not a priority, is burdensome, and they may not understand how to implement a recycling program.
- Securing a hauler service for segregated recycling may result in an additional cost, thus businesses are financially discouraged to recycle. Businesses often assume recycling will cost more, but recycling may actually save the company money through reduced disposal costs.
- The Township does not have a structured commercial sector education program and does not have a system to contact or assist commercial establishments.

7.1 Recyclable Reporting

As a mandated municipality, the Township is required to submit annual recycling reports (recycling totals for the prior calendar year), including data from commercial, institutional and municipal establishments, to Chester County on or before February 15th. Thus, it is recommended the Township require commercial, institutional and municipal establishments to provide written documentation and certification of recyclables to the Township by January 15th or February 1st to allow adequate time to organize and submit the recycling report to Chester County. The County, as required by Act 101, submits an Annual Recycling Report to PADEP.

7.2 Residential and Commercial Recycling Notification and Education Requirements

As stated in the Municipal Waste Regulations, Title 25 of the Pennsylvania Code, the Township is required, at least 30 days prior to the initiation of the recycling program and at least once every 6 months thereafter, to notify commercial, institutional and municipal (and residential) establishments of their recycling requirements as designated in the ordinance.

8.0 SINGLE-HAULER WASTE AND RECYCLABLES COLLECTION SYSTEM

East Whiteland Township requested assistance from GF to evaluate the implementation of a single-hauler waste and recyclables collection system. Single hauler contract collection systems vary and should be based on the needs of the Township. Certain aspects of evaluating this option are beyond the scope of this study. Each piece of the collection system (e.g. administration, frequency of waste and recyclables collection, type of recyclables collected and collection methods, bulky item collection, cost, etc.), must be considered and then decided upon by Township staff and Board of Supervisors. With that in mind, GF has prepared a Waste and Recyclables Collection System Checklist that shows various single-hauler waste collections system components (see **Appendix C**). As each of these program components are decided upon, there may be impacts to costs, level of service, level of administration, ease of implementation, initial acceptance by the public, etc. These details can be finalized during the development of the bid specifications.

8.1 Competitive Bidding for Waste and Recyclables Collection and Disposal Service

To secure a single hauler for curbside waste and recyclables collection and disposal service, the Township would develop and issue a competitive bid. In this type of collection system, a contract will be negotiated and executed with a single hauler to provide curbside collection and/or disposal services and recyclables collection services for all households and possible small businesses and/or smaller multi-family units. The Township has about **2,408** single family attached and detached households. When disposal service is included in the bid along with collection services, the hauler is responsible for paying the per-ton tipping fees to the disposal facility(ies) for each ton of waste delivered. The disposal cost is estimated by the hauler and included in the cost of the contract, which will be part of the fee (usually monthly) that the Township will pay to the contracted hauler.

The details of the waste and recycling services will be confirmed before and during the RFP or bid document preparation process. By bidding collection only, the Township creates the opportunity to bid separately for disposal/processing services to get a competitive price for disposal of municipal waste generated by the Township. This approach places the Township in a position to reduce its annual/ongoing waste management costs by reducing the amount of material sent to the landfill (i.e. through recycling, composting, etc.) When bidding collection only, there can be bids released prior to the collection bid to secure processing and disposal services:

- **Processing/marketing of recyclables.** This bid could be issued to obtain a competitive price per ton for recyclable commodities generated and collected in the Township. The collection-only bid would require the contracted collector to take recyclables to the facility that was awarded the processing/marketing contract.
- **Municipal Waste Disposal.** This bid could be used to secure a competitive tip fee from a local waste disposal or waste transfer facilities. The collection bid would require the contracted collector to direct all municipal waste collected under contract to be directed to the specified disposal facility or transfer station.

- **Leaf and Yard Waste Processing:** This bid could be issued to secure competitive tip fees/processing capacity for leaf and yard waste at a local leaf and yard waste facility. The collection-only bid would require the contracted collector to direct all leaf and yard waste collected under contract to be directed to the specified leaf and yard waste processing facility.

The bids that may be used to secure competitive pricing for processing can be straightforward bid documents that require a fairly minimal effort to prepare. It will be up to the Township to decide whether or not they would like to bid for some or all of these services.

8.2 Advantages/Disadvantages for Single Hauler Service

Advantages:

- The competitive bid process for East Whiteland will create competition from haulers wishing to capitalize on the business opportunity of servicing nearly 3,500 households. This will result in a competitive pricing, substantially lower than the existing cost per household. Case studies reveal the cost-per-household can be lowered by 15-35 percent via a single-hauler contract.
- Creates a more uniform collection system.
- Decreases the cost per household while increases the level or types of services included under the contract.
- Decreases the number of trucks that will service a given area, thus increasing collection efficiency, while decreasing operational costs.
- Minimizes nuisances associated with a number of haulers operating in the same area on the same days
- Minimizes collection schedule confusion for residents and haulers.
- Enforcement is easier since the selected hauler will be legally bound by a contract to provide the services in accordance with the executed agreement.
- Greater oversight of the community's safety, health and welfare as well as community appearance through program consistency and a reduction in the number of garbage trucks and associated street damage and nuisances. The impact from one garbage vehicle is comparable to 300 cars.
- Environmental benefits through reduced emissions and reduced gas consumption
- Services are customizable and reflect needs of the community: initial RFP/bidding stages used to define collection system.
- Increases the level of services included under the contract (e.g. include bulky item collection at no additional cost; bulky collection is commonly an "additional" cost in private subscription programs)
- Bid specifications can be included to address special needs customers and elderly

- Low-volume discounts can be included within the bid for customers like elderly persons who generate small quantities of trash (e.g. one bag per week).
- Bulky items (furniture, appliances, etc.) may be included with routine collection (e.g. monthly pickups)
- Yard waste collection can be included (e.g. seasonally) with routine collection
- These services correlate to reduced illegal dumping/trash accumulation
- Improves the quality of collection service (e.g. scheduling/collection days)
- A simplified waste and recycling system with one hauler is much easier to administer and much easier (and less expensive) to educate residents on waste and recycling services - since it is only one hauler providing the same waste and recycling services each week.
- Increases collection efficiency for the overall collection system through planned routes and "house-to-house" collection rather than sporadic routes in multi-hauler system.
- The municipality can elect to administer the billing service, thus slightly reducing the cost for the collection contract.
- The municipality can elect to include the cost of a billing service equitably across all residents in their taxes, thus eliminating a separate waste/recycling bill altogether.
- Administering the customer billing may improve customer service and allow for better collection system oversight by the Borough
- An administrative fee can be recovered to improve the budget for beneficial Borough waste programs (e.g. yard waste and potentially increased alley maintenance/assistance).
- Improves street and traffic safety through reduced truck traffic. Collection restriction for sensitive areas like school zones can be required in the contract.
- Improves management of collection schedules.
- Enforcement is easier since the selected hauler is bound by a contract to provide the services in accordance with the executed agreement.
- True hauler competition is preserved and managed through the reoccurring bid process. Competition for service will occur each time a bid is issued for service. Haulers wishing to capitalize on the business opportunity of servicing the entire Township will keep services cost competitive.
- Municipal contracts may enhance the dispute resolution process for residents dissatisfied with the services provided by haulers.
- Improved ability to implement municipal recycling programs, which will be structured as part of the single hauler contractual service agreement.

Disadvantages and/or Barriers:

- Political barriers and dynamics may cause a lack of support and failure to proceed with issuance of a bid document to secure service.

- Public resistance may hinder the Township from moving forward with bidding.
- There will be some increase in oversight and program involvement required by the Township as compared to the low-level of involvement in the open private hauler system currently in place.

It is worth noting that there are extremely few disadvantages for a single-hauler collection system and the largest barrier has historically been public resistance to change and the willingness of elected officials to vote to enable a new waste system to be implemented.

8.3 Pay-As-You-Throw Waste Collection System

The municipal bidding process can be used to secure a single hauler to implement a Pay-As-You-Throw (PAYT) waste collection system for waste and recyclables collection and disposal/processing. In a PAYT program residents are charged based on the amount of waste that is disposed thus creating a direct financial incentive for residents and the Township to reduce waste disposal and to increase recycling. Although PAYT programs are highly variable, when properly implemented, these waste collection systems have repeatedly demonstrated the capability to divert more waste from disposal to recycling than other traditional recycling programs. Municipal PAYT programs achieve 35 to 50 percent recyclable diversion rates. Two basic structures of PAYT programs include:

- 1) **“True PAYT”** – In a “True PAYT” waste collection and recycling system, residents pay for EVERY bag, or pay based on the quantity of waste that is set-out at the curbside. If containers are used, they may be weighed by the collection vehicle to determine customer cost, or are priced based on the size/capacity or number of the container used by the customer. Typical curbside containers may be 32 gallons, 64 gallons, or 96 gallons.
- 2) **“Hybrid PAYT”** - In a “Hybrid PAYT” program there are two tiers. In the first tier, residents pay a monthly or quarterly fee for “base” or standard trash and recycling services. The base services commonly include up to three bags of trash per week plus other services including recycling, leaf waste pick up, and bulky item pickup. As a second tier, residents purchase additional bags, stickers, or additional container capacity to dispose of waste exceeding the service set-out limit under the first tier waste services.

Regardless of what type of PAYT program is implemented, bid specifications should clearly explain the responsibilities of the hauler as it relates to implementation of the PAYT collection system. Residents pay for the costs associated with collection and disposal/processing of waste and recyclables through the per bag/container fees. Per-bag fees for residents typically range from \$2.00 to \$3.50.

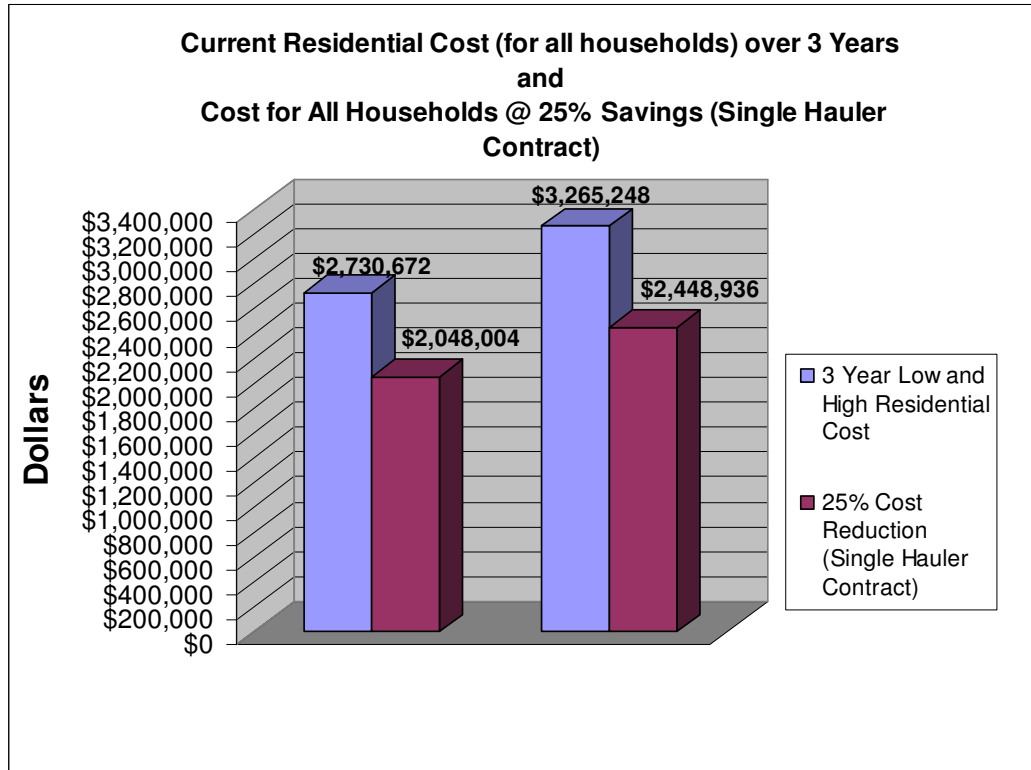
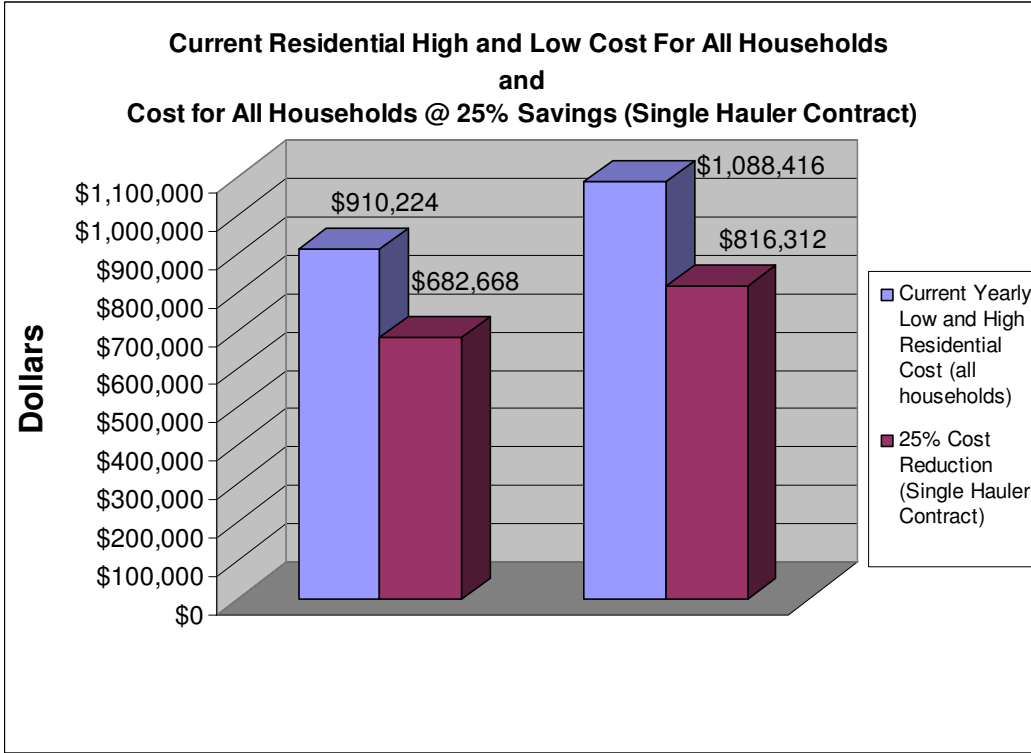
Of the two basic types of PAYT programs, a True PAYT program, where residents are required to purchase each bag/container used for curbside set-out of waste, is believed to create the greatest financial incentive and greatest potential to divert materials to recycling. It is important for the Township set the per-bag fee at a rate that will cover program costs, but not be set too high that it is negatively perceived by the public. “Hybrid” programs afford the Township a guaranteed revenue stream from all households to cover the basic level of service, but there may

be less incentive to recycle in a hybrid program. It is recommended the Township contact other municipalities in the region that have PAYT programs to learn more about PAYT.

Due to the high variability of PAYT programs, GF could not provide a detailed analysis of PAYT program options within the scope of this study.

8.4 Potential Savings for East Whiteland Township Residents Utilizing a Single Hauler Contract

Case studies reveal the cost-per-household is usually 15-35 percent lower in a single hauler contract program than in a private subscription system. Based on current fees paid by residents in the Township (that range from \$94.50 to 113.00 per quarter), and with consideration of other factors such as tipping fees, hauling routes, housing density, and recycling, GF believes a 25-30 percent cost reduction for households is achievable through a municipal-wide waste contract. GF completed a cost analysis demonstrated by the following two charts. In this analysis, GF conservatively used a 25 percent cost reduction to demonstrate savings that could result from bidding and securing a single hauler for attached and detached single family homes. The analysis shows both the “low” cost and “high” cost which is based on actual household rates offered by two waste hauling companies that operate in the Township. Assuming all households pay for service, the current cumulative fees paid for all households range from approximately \$910,000 to 1.1 million dollars for a given year. Under a single hauler collection system that lowers the cost per household by 25 percent, the annual Township-wide cost is between \$683,000 to \$816,000. This is equivalent to an annual Township-wide savings to residents of about **\$228,000 to \$272,000**. The second chart shows the same information, but assumes the cost savings is applied to a 3-year contract term. Over 3 years, the Township-wide savings to residents, would fall between about **\$682,700 to \$816,300**.



9.0 CONCLUSIONS AND RECOMMENDATIONS

To conduct this waste and recycling study, Gannett Fleming, Inc. (GF) reviewed the current private subscription system, surveyed local waste haulers, contacted and surveyed other municipalities and described the single hauler waste collection system including advantages and disadvantages.

Based on this waste management system evaluation, it is clear East Whiteland Township is in a favorable position to improve its existing private subscription waste collection and recycling program. The existing multi-hauler private subscription waste collection system has a number of deficiencies and inefficiencies that contribute to higher costs for residents, and in some cases, lower quality service (e.g. missed pickup). GF does not believe costs can be lowered and does not believe current waste collection system problems will be resolved unless a new waste collection program is implemented. A single-hauler collection system has the potential to lower costs and improve upon the existing collection system deficiencies that have been identified. Regardless of what specific details are agreed upon for a new waste collection system, it is essential the Township's new program has a fundamentally sound waste collection and recycling structure that is convenient for residents, is cost effective, and successfully diverts materials to recycling.

East Whiteland Township can achieve an improved waste collection and recycling program that lowers the cost per household by 15 to 35 percent or more through the development and release of a well-written municipal bid specification/document to secure a single hauler for waste and recyclable collection and/or disposal/processing services. The bid for a single hauling company to provide Township-wide collection services will allow the Township to minimize program deficiencies, improve program service and performance, and decrease residential costs for waste and recycling in both the short and long term. This cost analysis, which represents cost and savings applied to 2,408 single-family households, shows that residents could save \$95 to \$113 per year on their waste bill if a single-hauler program is implemented. Township-wide savings over the course of a 3-year collection contract are even more dramatic and are estimated to fall between **\$682,700 to \$816,300**. Although actual savings can only be determined after bids are received, residents in a number of contracted municipal waste programs in the area pay 30 percent less than East Whiteland residents. The number of households and other establishments included in the bid, the types of services, and other factors will influence the actual cost per unit and total savings.

The Township's program does not recover revenue from sale of recyclables. There is an opportunity to participate in the Chester County Processing and Marketing agreement for recyclables that will allow the Township to get paid for certain recyclable commodities. This marketing arrangement is most feasible under a single hauler contract or municipally operated waste collection system and can improve the overall economic performance and sustainability of the Township's waste and recycling programs.

9.1 Recommendations

GF recommends the Township and Board of Supervisors implement a single-hauler contract collection system. In addition, GF recommends East Whiteland Township conduct a residential waste and recyclables survey to better understand the needs of the residents. There are many advantages to a single hauler collection system (refer to Section 8.2). The Township should customize the single hauler collection system to fit the goals and needs of the Township and its residents and look to other Chester County municipalities who have successfully contracted with a single hauler for additional guidance. GF recommends the following waste and recycling structure as a baseline to guide the Township in the implementation of a single hauler collection system:

- Once per week curbside trash collection.
- Establish a curbside trash set out limit via ordinance: a 3-4 bag limit per week or two trash cans per week limit. Set weight limits for trash bags and/or containers (e.g. 35 pounds per bag).
- Once per week or bi-weekly recyclables collection (preferably on the same day as trash collection).
- Single stream recyclables collection format: one recycling container for all recyclables.
- New recycling containers should be provided to all households at the start of the program. A 96-gallon recycling container is recommended, but 35- and 64-gallon container options could be made available if deemed necessary.
- Collection of the following recyclables:
 - Mixed paper (junkmail, magazines, newspapers, etc.)
 - Cardboard
 - Plastic jugs and narrow neck bottles
 - Glass bottles
 - Steel/bi-metallic or tin cans
 - Aluminum cans
 - Leaf waste (collected curbside in accordance with Act 101, which specifies curbside collection is required at least once in the spring and once in the fall provided a supplemental public leaf waste drop-off is available to residents). The Township will need to make a determination on the number of curbside collections provided.
- The Township should take ownership of recyclables to receive revenue for recyclables and participate in the Chester County Processing and Marketing arrangement.
- The Township should direct waste to the Lanchester Landfill as part of the terms of the collection contract in order to receive the discounted tip fee of \$55 per ton as has been done by many Chester County municipalities (**Appendix A**).
- Tracking procedures for waste/recyclables tonnage and costs should be implemented.
- The Township should pursue Act 101, Section 904 Performance Grant funds for the tons of eligible recyclables that are recovered and documented. Other Act 101 Recycling

Grants should be pursued to fund recycling and compost equipment and other eligible program costs.

- Incorporate cost for collection services into the residential tax bill as a separate line item. The Township should recover at least one dollar per household per month as a cost added to the cost of the waste and recyclables collection contract in order to recover costs for administrating the contracted program.
- Create a separate fund for waste and recycling and collection services tax revenue. It is recommended Act 101, Section 904 Recycling Performance grants, revenues from sale of recyclables, and any funds recovered to administrate the program be placed into a single fund to support ongoing successful implementation of programs.

APPENDIX A
Discounted Chester County Solid Waste Authority Accounts

CCSWA ACCOUNTS WITH TIP FEE DISCOUNTS

(31 as of 3/1/07)

These municipalities receive a \$3.00 per ton rebate for directing waste to the Chester County Landfill.

Atglen Borough
Caln Township
Charlestown Township
City of Coatesville
Downingtown Borough
East Brandywine Township
East Caln Township
East Fallowfield Township
East Goshen Township
Easttown Township
Kennett Square Borough
Parkesburg Borough
Phoenixville Borough
Sadsbury Township
South Coatesville Borough
South Coventry Township
Spring City Borough
Upper Uwchlan Township
Uwchlan Township
Valley Township
West Bradford Township
West Brandywine Township
West Caln Township
West Chester Borough
West Fallowfield Township
West Goshen Township (Residential West)
West Grove Borough
West Sadsbury Township
Westtown Township
West Whiteland Township
Willistown Township

APPENDIX B
2005 Processing and Marketing Report
Waste and Recyclables Collection System Checklist

**PROCESSING MARKETING REPORT
2005 MUNICIPAL TOTALS**

1/13/2006

Mun/ Agency	Alum. Cans Tons	Alum.BiM Cans Tons	BiM Cans Tons	Glass Brown Tons	Glass Clear Tons	Glass Green Tons	ONP News Tons	Plastics Tons	OCC Tons	Total Tons	Total Payment	Avoid Tipping Fee \$47/Ton	Total rev/ton
CCSWA	0	0	0		0	0	2.2	1.74	0	3.94	\$1,055.91	\$185.18	\$315.00
Caln	0.00	0.00	0.00	0.00	0.00	0.00	419.52	0.00	0.00	419.52	\$20,578.30	\$19,717.44	\$96.05
Downingtown	0.00	0.00	0.00	0.00	0.00	0.00	320.30	0.00	0.00	320.30	\$15,782.82	\$15,054.10	\$96.28
East Caln	0.00	0.00	0.00	0.00	0.00	0.00	266.12	0.00	0.00	266.12	\$12,963.06	\$12,507.64	\$95.71
East Goshen	2.28	0.00	2.04	8.41	0.00	11.28	584.12	0.00	0.12	608.25	\$31,476.87	\$28,587.75	\$98.75
Upper Uwchlan	0.00	0.00	0.00	0.00	0.00	0.00	464.18	0.00	0.00	464.18	\$22,459.06	\$21,816.46	\$95.38
Uwchlan	0.00	0.00	0.00	0.00	0.00	0.00	1,076.93	0.00	0.00	1,076.93	\$50,960.78	\$50,615.71	\$94.32
W. Bradford	0.00	0.00	0.00	2.78	0.00	3.37	612.81	0.00	0.00	618.96	\$30,339.20	\$29,091.12	\$96.02
W. Brandywine	0.00	0.00	0.00	0.00	0.00	0.00	115.42	0.00	0.00	115.42	\$7,651.87	\$5,424.74	\$113.30
B. Of Phoenix.	0.00	0.00	0.00	0.00	0.00	0.00	714.78	0.00	0.00	714.78	\$34,675.54	\$33,594.66	\$95.51
West Chester	0.00	0.00	0.00	0.00	0.00	0.00	593.59	0.00	0.00	593.59	\$30,736.99	\$27,898.73	\$98.78
West Goshen	0.00	0.00	0.00	0.00	0.00	0.00	674.74	0.00	0.00	674.74	\$32,346.20	\$31,712.78	\$94.94
Total	2.28	0.00	2.04	11.19	0.00	14.65	5,844.71	1.74	0.12	5,876.73	\$291,026.60	\$276,206.31	\$1,390.04

**INTERMUNICIPAL AGREEMENT BETWEEN THE COUNTY
OF CHESTER AND PARTICIPATING MUNICIPALITIES TO
PROVIDE PROCESSING AND MARKETING SERVICES FOR
RECYCLABLE MATERIALS GENERATED BY MUNICIPAL
RECYCLING PROGRAMS**

WHEREAS, Act 180 of July 12, 1972, 53 P.S. § 481 et seq., authorizes municipalities including counties to enter into joint cooperation agreements with other municipalities in the exercise or performance of their respective governmental functions, powers or responsibilities; and,

WHEREAS, in carrying out their powers and duties under Act 101 of July 28, 1988, known as the Municipal Waste Planning, Recycling and Waste Reduction Act, counties are to utilize to the fullest extent practicable all available facilities and expertise within the scrap processing and recycling industries for processing and marketing of recyclable materials from municipal waste; and,

WHEREAS, it is the intent of the County pursuant to receipt of qualified responses to County's Request for Bids and subsequent Bid Award to enter into an agreement with an individual ("Contractor") of a privately owned and/or operated processing facility ("Designated Facility") to process and market recyclable material generated by municipalities participating in this agreement; and,

WHEREAS, it is understood by the parties hereto that should implementation of the provisions of this agreement not be forthcoming, the participating municipalities shall have

responsibility for the processing and marketing of recyclable materials generated in each participating municipality,

NOW, THEREFORE, in consideration of the promises and mutual covenants and agreement herein set forth and of the undertakings of each party to the other and intending to be legally bound, the parties, County of Chester, hereinafter "County" and _____, hereinafter "Participating Municipality", do hereby promise and agree as follows:

1. The County of Chester shall provide processing and marketing services for all recyclable materials generated by residential recycling collection programs within the Participating Municipality. Nothing to the contrary withstanding, however, said services provided by County shall be pursuant to and contingent upon the forthcoming contract between County and Contractor¹ for a Designated Facility to process and market recyclable materials generated by the municipalities participating in this Agreement.
2. The Participating Municipality agrees therefore, to deliver or to contract to have delivered all source separated recyclable materials generated by residential recycling collection programs to said Designated Facility, and to no other facility, during the entire term of this Agreement. The type and condition of the materials, including the option for commingling of the materials, must conform to the terms of the County/Contractor Agreement.
3. The Participating Municipality will be paid or invoiced directly by the contractor for any and all such materials accepted at the Designated Facility pursuant to the terms of the County/Contractor Agreement. Said payment or invoice shall be based on fixed per ton prices for each material accepted at the Designated Facility pursuant to the terms of the County/Contractor Agreement.

¹ County/Contractor Agreement, a copy of which shall be supplied to each participating municipality upon execution of same.

4. The Participating Municipality shall be paid or invoiced by Contractor for recyclable materials delivered to the Designated Facility by the end of the next month and will be provided monthly itemized receipts for any and all materials.
5. Each participating Municipality agrees to annually report, as required by Act 101, § 304(f), to the Chester County Recycling Coordinator the quantity of any and all recyclable materials delivered to the Designated Facility under this agreement as verified by weight receipts received from the Contractor.
6. The Participating Municipality and the County represent and warrant to one another that:
 - a. Each has all requisite power and authority to enter into this Agreement, to engage in the transactions contemplated herein and to perform its obligations hereunder in accordance of the terms of this Agreement.
 - b. The execution, deliver and performance of this Agreement has been duly authorized by all necessary action and that the undersigned officers of County and each Participating Municipality have been empowered by all necessary action to execute and deliver this Agreement on the party's behalf.
 - c. This Agreement constitutes a valid obligation legally binding upon County and each Participating Municipality and enforceable against them in accordance with the Agreement's terms in the matter in which valid contractual obligations are enforced generally.

7. TERM OF AGREEMENT

The term of this Agreement shall commence upon the date upon which the County of Chester and Contractor, Owner or Operator of the Designated Facility execute their Agreement ("effective date") and unless terminated for cause shall be up to three (3) years from said effective date to be renewed annually.

8. RENEWAL

Upon the expiration of the original term of this contract, this contract shall automatically be renewed for a similar term up to three (3) years from said effective date to be renewed annually unless terminated by either party according to the termination provisions contained herein.

9. TERMINATION

Nothing to the contrary withstanding, either party may terminate this Agreement for the following causes:

- a. the Designated Facility ceases to be operational;
- b. the Designated Facility becomes unable to accept recyclable materials for a period of 1 year;
- c. the Contractor, as identified in the County/Contractor Agreement, for whatsoever reason, does not perform his duties under said Agreement for a period in excess of three months.

Nothing to the contrary withstanding, however, after the expiration of the initial contract term up to three (3) years from said effective date to be renewed annually, either party may terminate said subsequent contract by giving at least ninety (90) days written notice, return receipt requested to the other party, prior to said expiration date. In such case, the contract will terminate on said expiration date.

10. INSURANCE

Each Participating Municipality who is a Collector under this Agreement hereby agrees to carry motor vehicle, Workers Compensation and general liability insurance coverage in sufficient amounts to hold the County of Chester harmless from any and all activity hereunder by the Participating Municipality.

11. INDEMNIFICATION

The Participating Municipality shall protect, indemnify and hold harmless the County of Chester, its agents and employees, from and against any and all liabilities, actions, damages, claims, demands, judgments, losses, expenses, and/or suits, including payments of attorneys fees, arising from and/or as a result of the action, and/or as a result of a failure to act, of the Participating Municipality, its agents and employees in connection with this Agreement.

12. NOTICES

All notices required herein to either party shall be in writing by registered mail with return receipt requested, addressed as follows:

COUNTY OF CHESTER:

County Recycling Coordinator
Chester County Health Department
601 Westtown Road, Suite 295
West Chester, PA 19382-4543

PARTICIPATING MUNICIPALITY:

13. AMENDMENTS

This writing represents the entire Agreement of the parties and any modifications or amendments hereto shall be in writing and duly executed by said parties.

Attest:

Title

Date

Chester County Commissioners:

Attest:

Title

Date

Participating Municipality:

Title

APPENDIX C
Waste And Recyclables Collection Program Checklist

Not included in on-line version of report.