

RESOLUTION 027-20



Authorizing the Executive Director to enter into an eighteen (18) month contract with Origo Branding Company for the purchase of marketing services for the Save More Than Food campaign and expend an amount not to exceed three hundred thirty-eight thousand dollars (\$338,000.00).

SWACO has set a goal to help the Franklin County community reach seventy-five percent (75%) diversion by 2032. Food waste was identified in 2019 as the top material entering the Franklin County Sanitary Landfill and presents one of the best opportunities to increase diversion. In response, regional partners came together to form the Central Ohio Food Waste Initiative and established the Central Ohio Food Waste Action Plan to cut food waste in half by 2020. To support both these efforts, Staff developed the Save More Than Food campaign and requires marketing services to promote education and outreach to engage public participation.

Pursuant to SWACO’s Amended Procurement Policy, Staff advertised a Request for Proposals (“RFP”) for marketing services. Seven (7) proposals were received and after evaluation, Origo Branding Company was deemed the best.

Staff is therefore recommending the Board authorize the Executive Director to enter into an eighteen (18) month contract with Origo Branding Company for the provision of marketing services for the Save More Than Food campaign and expend an amount not to exceed three hundred thirty-eight thousand dollars (\$338,000.00).

Requested by: Hanna Greer-Brown, Communications Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to execute an eighteen (18) month contract with Origo Branding Company for the purchase of marketing services for the Save More Than Food campaign and expend an amount not to exceed three hundred thirty-eight thousand dollars (\$338,000.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: July 14, 2020

Vote:
For: 8 Against: 0 Abs: 0

Tracie
Davies

Digitally signed by Tracie
Davies
Date: 2020.07.24
07:59:10 -04'00'

Tracie Davies
Madam Chair, Board of Trustees

Danielle
Kuskowki

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Danielle Kuskowki
Date: 2020.07.28
17:14:08 -04'00'

Danielle Kuskowski, Secretary

Rebecca
Egelhoff

Digitally signed by Rebecca
Egelhoff
Date: 2020.07.24 09:39:52
-04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 027-20: Authorizing the Executive Director to enter into an eighteen (18) month contract with Origo Branding Company for the purchase of marketing services for the Save More Than Food campaign and expend an amount not to exceed three hundred thirty-eight thousand dollars (\$338,000.00).

Requested by: Hanna Greer-Brown, Communications Manager

Summary

- SWACO staff is requesting to enter into an agreement with Origo Branding Company for the purposes of executing a marketing plan for the Save More Than Food campaign as well as work with thirty-five (35) campaign partners to customize educational materials for their use.
- In addition, Origo Branding Company will provide on-going monitoring and reports regarding the performance of the marketing efforts so that SWACO can increase the community's knowledge of food waste as a community issue and reduce the amount of food waste entering the county landfill.

Purpose & Goals

- The Save More Than Food public education campaign is part of SWACO's strategic priority to increase diversion and reach a seventy-five percent (75%) diversion goal by 2032.

Process Used:

State Bid Competitive Process Sole Source

- Staff used a competitive RFP process to solicit proposals for marketing services for the Save More Than Food campaign.
- SWACO received seven (7) proposals from the following firms: Canvaas, Fahlgren Mortine, Gud Marketing, Origo Branding Company, Razor, sharkandminnow, and Urban One.
- Origo Branding Company was deemed to be the best.

Fiscal Impact

Funding for this resolution is provided by:

Operating Budget Capital Improvement Plan Capital Equipment Plan
 Capital Outlays Plan

Future Action Anticipated

No future actions are anticipated at this time.

RESOLUTION 028-20

Authorizing the Executive Director to enter into a contract with Coal and Environmental Services, dba Geochemical Testing, for analytical laboratory services and expend an amount not to exceed two hundred and fifty thousand dollars (\$250,000.00).

In order to maintain compliance with facility permit and plan requirements, as well as other applicable environmental regulations, laboratory testing is necessary at the Franklin County Sanitary Landfill and Model Landfill facilities.

Pursuant to SWACO's Amended Procurement Policy, Staff advertised a Request for Proposals ("RFP") for analytical testing laboratory services. Four (4) proposals were received and after evaluation, Geochemical Testing was deemed the best and most responsive.

Staff therefore recommends the Board authorize the Executive Director to enter into a five (5)-year contract with Geochemical Testing for analytical laboratory services and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000.00).

Requested by: Matt Reardon, Environmental Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to execute a five (5)-year contract with Coal and Environmental Services, dba Geochemical Testing, for analytical testing services and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: July 14, 2020

Tracie
Davies

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Davies
Date: 2020.07.24
07:59:35 -04'00'

Tracie Davies
Madam Chair, Board of Trustees

Vote: **8**
For: Against: 0 Abs: 0

Danielle
Kuskowki

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Danielle Kuskowki
Date: 2020.07.28
17:13:13 -04'00'

Danielle Kuskowski, Secretary

Rebecca
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Date: 2020.07.24 09:40:55
-04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 028-20: Authorizing the Executive Director to enter into a contract with Coal and Environmental Services, dba Geochemical Testing, for analytical laboratory services and expend an amount not to exceed two hundred and fifty thousand dollars (\$250,000.00).

Requested by: Matt Reardon, Environmental Manager

Summary

- SWACO is required to maintain compliance with the Ground Water Monitoring Plan, the National Pollutant Discharge Elimination System (“NPDES”) Permit, and the Wastewater Discharge Permits associated with Franklin County Sanitary Landfill (“FCSL”) and Model Landfill.
- SWACO requires an accurate, reliable, and consistent independent laboratory to analyse the various samples.
- This resolution provides SWACO staff a five (5)-year contract with an independent laboratory that will provide accurate test results and thorough reports to be submitted to federal, state, and local regulatory agencies.

Purpose & Goals

- These analytical laboratory services align with SWACO’s guiding principle to contribute to a safe and healthy community.
- Maintaining a site in compliance with groundwater, stormwater, and wastewater monitoring and reporting requirements also supports SWACO’s vision of a community that is environmentally safe and resourceful.

Process Used:

Cooperative Purchasing Competitive Process Sole Source

- SWACO publicly advertised a Request for Proposal. There were four (4) proposals received, and Geochemical Testing was deemed to have the highest ranked proposal.
- The other proposers were EuroFins TestAmerica, Pace Analytical, and Summit Environmental Technologies, Inc.

Fiscal Impact

Funding for this resolution is provided by:

Operating Budget Capital Improvement Plan Capital Equipment Plan
 Capital Outlays Plan

Future Action Anticipated

None anticipated at this time.

RESOLUTION 029-20



Authorizing the Executive Director to enter into a contract with Aptim Corp, LLC to refurbish Flare 3 at the Franklin County Sanitary Landfill and expend an amount not to exceed two hundred sixty-five thousand dollars (\$265,000.00).

SWACO maintains an extensive gas collection and control system (“GCCS”) at the Franklin County Sanitary Landfill (“FCSL”) to comply with federal regulations. SWACO temporarily decommissioned Flare 3 when Aria Energy’s facility began operation, however, the plant incurred extended downtime in 2019. As a result, it is necessary to refurbish and recommission Flare 3 so that it is operational to manage the landfill gas during periods of Aria’s extended downtime. Flare 3 is a more efficient control device than either of SWACO’s open flares and will ensure operation of the GCCS within the facility’s Permit-to-Install.

Pursuant to SWACO’s Amended Procurement Policy, Staff advertised a Request for Proposals (“RFP”) for to refurbish Flare 3. SWACO received three (3) proposals and after evaluation, Aptim Corp, LLC was deemed the best and most responsive to perform the necessary work.

Staff therefore recommends the Board authorize the Executive Director to enter into a contract with Aptim Corp, LLC to refurbish Flare 3 and expend an amount not to exceed two hundred sixty-five thousand dollars (\$265,000.00).

Requested by: Matt Reardon, Environmental Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to execute a contract with Aptim Corp, LLC to refurbish Flare 3 at the Franklin County Sanitary Landfill and expend an amount not to exceed two hundred sixty-five thousand dollars (\$265,000.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: July 14, 2020

Vote: **8**
For: Against: Abs:

Tracie
Davies

Digitally signed by Tracie
Davies
Date: 2020.07.24
09:32:49 -04'00'

Tracie Davies
Madam Chair, Board of Trustees

Danielle
Kuskowki

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Danielle Kuskowki
Date: 2020.07.28
17:14:47 -04'00'

Danielle Kuskowski, Secretary

Rebecca
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Date: 2020.07.24 09:44:13
-04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 029-20: Authorizing the Executive Director to enter into a contract with Aptim Corp, LLC to refurbish Flare 3 at Franklin County Sanitary Landfill and expend an amount not to exceed two hundred sixty-five thousand dollars (\$265,000.00).

Requested by: Matt Reardon, Environmental Manager

Summary

- SWACO maintains an extensive gas collection and control system (“GCCS”) at the FCSL in order to maintain compliance with environmental regulations.
- The GCCS includes control devices, which consist of two open flares (Flare 1 and Flare 2) and one enclosed flare (Flare 3). When Aria’s facility was installed in 2014, Flare 3 was temporarily decommissioned as its operational criteria did not integrate with the entire system.
- However, Staff concluded it was beneficial to refurbish and recommission Flare 3 in the event Aria’s facility is shut down for an extended period in the future, as it burns more efficiently than the open Flare 2.

Purpose & Goals

- Refurbishing Flare 3 serves SWACO’s guiding principal of contributing to a safe and healthy community.
- Additionally, using Flare 3 during Aria shutdowns could help achieve SWACO’s new Carbon Reduction Goals as it is more efficient than the open flares.

Process Used (check one):

State Bid Competitive Process Sole Source

- SWACO publicly advertised a Request for Proposal. Three (3) proposals were received: Aptim Corp, LLC, Blue Flame Crew, LLC, and Stearns, Conrad and Schmidt Consulting Engineers, Inc.
- Aptim Corp, LLC was deemed to have the highest ranked proposal.

Fiscal Impact

Funding for this resolution is provided by (check one):

Operating Budget Capital Improvement Plant Capital Equipment Plan
 Capital Outlays Plan

Future Action Anticipated

None anticipated at this time.

RESOLUTION 030-20

Authorizing the Executive Director to modify the contract with Ohio Machinery, dba as Ohio Cat, for Certified Rebuild services and expend an additional forty-two thousand seven hundred dollars (\$42,700.00), for a total amount not to exceed one million sixty-five thousand two hundred dollars (\$1,065,200.00).

SWACO currently owns and operates multiple Caterpillar units in daily operations at the Jackson Pike Transfer Station facility. Resolution 055-19, originally presented in December 2019, authorized the rebuild of two (2) units – a certified component rebuild of Unit 230, a Caterpillar 966 Wheel Loader, and a complete certified rebuild of Unit 217, a Caterpillar 836H Compactor. Due to budget timelines, it was necessary to obtain budgetary quotes from Ohio Cat for both rebuilds in June 2019.

In early 2020, Ohio Cat increased the price of labor, parts, and stock steel. Thus, as a result of these increases, in May 2020 Staff requested an additional forty-two thousand five hundred dollars (\$42,500.00) to complete the rebuild of Unit 230.

After complete disassembly and thorough inspection, the following equipment damages, among others, were discovered by Ohio Cat on Unit 230 and confirmed by Staff during a site visit: excessive wear to the front and rear differential internal gears and bearings beyond Caterpillar specifications for reuse, both brake accumulators were deemed non-reusable due to low nitrogen charge, excessive movement on the lift arm requiring the replacement of bearings and seals, additional repairs to the electrical panel due to corrosion, welding and line boring to the bell crank on the front loader frame due to excessive wear, and repair to the loader bucket due to additional cracks not present during the initial inspection of the unit. This hidden wear and tear to the unit was not realized at the time the estimate for repair was provided, thus requiring additional funds to complete the rebuild and return the unit to service.

Staff therefore recommends the Board of Trustees authorize the Executive Director to modify the contract with Ohio Machinery, dba Ohio Cat, for Certified Rebuild services and expend an amount not to exceed forty-two thousand seven-hundred dollars (\$42,700.00), for a total amount not to exceed one million sixty-five thousand two hundred dollars (\$1,065,200.00).

Requested by: Bill Burns, Fleet and Facilities Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to modify the contract with Ohio Machinery, dba Ohio Cat, for Certified Rebuild services and expend an amount not to exceed forty-two thousand seven hundred dollars (\$42,700.00), for a total amount not to exceed one million sixty-five thousand two hundred dollars (\$1,065,200.00).
 2. This resolution shall be in full force and effect from and immediately upon its adoption.
-

Date Approved: July 14, 2020

Tracie
Davies Digitally signed by Tracie
Davies
Date: 2020.07.24
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Tracie Davies
Madam Chair, Board of Trustees

Vote: **8**
For: Against: 0 Abs: 0

Danielle
Kuskowki Digitally signed by
Danielle Kuskowki
Date: 2020.07.28
17:15:39 -04'00'

Danielle Kuskowski, Secretary

Rebecca
Egelhoff Digitally signed by Rebecca
Egelhoff
Date: 2020.07.24 09:41:40
-04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 030-20: Authorizing the Executive Director to modify the contract with Ohio Cat for Certified Rebuild services and expend an additional forty-two thousand seven hundred dollars (\$42,700.00), for a total amount not to exceed one million sixty-five thousand two hundred dollars (\$1,065,200.00).

Requested by: Bill Burns, Fleet and Facilities Manager

Summary

- Additional funds are necessary for the rebuild of Unit 230, a Caterpillar 966 Wheel Loader used in the daily transfer operations at the Jackson Pike Transfer Station facility.
- Hidden wear and tear to the unit was discovered after a complete disassembly and thorough inspection. The additional component repairs necessary for the rebuild were reported by Ohio Cat and confirmed by Staff during an onsite visit.
- This rebuild will extend the useful life of the equipment and is an industry best-practice.

Purpose & Goals

- The purchase of this equipment supports SWACO's commitment to the proper disposal of solid waste and SWACO's Guiding Principle to contribute to the health and safety of the community.
- The services to be provided contribute to the 2020 Organizational Priority to replace or rebuild major equipment in operation.

Process Used:

Cooperative Purchasing Competitive Process Sole Source/Best Interest

- Ohio Machinery, dba Ohio Cat, is the original equipment manufacturer dealer for Caterpillar equipment and is the only vendor authorized to perform the Certified Rebuild on the equipment.
- As provided in Resolution 055-19, after conducting reasonable investigation, it was determined that only one (1) vendor was capable of supplying the required parts, services, and materials and the procurement requirements of the Amended Procurement Policy were waived pursuant to Section 9.1.a.

Fiscal Impact

Funding for this resolution is provided by (check one):

Operating Budget Capital Improvement Plant Capital Equipment Plan
 Capital Outlays Plan

Future Action Anticipated

- Unit 217 is still in early stages of the rebuild process and it may be necessary to return to with an additional modification if hidden damage is discovered during the certified rebuild.



RESOLUTION 031-20



Authorizing an Issuance of Waiver to Waste Management for the transport of solid waste materials generated at the TS Trim Industries facility.

TS Trim Industries, Inc. (“TS Trim”) is a local company that manufactures interior automobile parts for customers such as The Honda Motor Company. As part of its commitment to the environment, TS Trim established a company goal to reduce the amount of wastes sent to permanent disposal. The Waste Management – Canal Winchester Hauling Company (“WM”), as the designated hauler for TS Trim, has requested permission to transport said residual materials to the Covanta Energy-from-Waste facility, a Non-Designated Facility, so that the energy produced from the incineration of the materials can be recovered and utilized.

Since 2012, WM has requested and the Board has approved Issuances of Waiver for the transport of solid waste materials generated at TS Trim to the same proposed energy recovery facility. The amount of solid waste diverted for incineration for energy recovery shall not exceed one hundred ten (110) tons per year. SWACO is a proud supporter of TS Trim’s efforts to reduce reliance on landfills and encourage methods of resource recovery, and thus Staff is recommending the Board of Trustees again approve the Issuance of Waiver to WM. This Issuance of Waiver shall be effective for a one (1) year period for the transport of solid waste materials generated at the TS Trim facility to Non-Designated facility for energy recovery.

Requested by: Danielle Kuskowski, Staff Attorney

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to execute an Issuance of Waiver with Waste Management for the transport of solid waste materials generated at the TS Trim Industries facility for a one (1) year period.
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Adopted: July 14, 2020

Vote:

For: 8 Against: 0 Abs: 0

Tracie
Davies

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Davies
Date: 2020.07.24
08:01:11 -04'00'

Tracie Davies
Madam Chair, Board of Trustees

Danielle
Kuskowski

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Danielle Kuskowski
Date: 2020.07.28
17:16:17 -04'00'

Danielle Kuskowski, Secretary

Rebecca
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Date: 2020.07.24 09:42:16
-04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 031-20: Authorizing an Issuance of Waiver to Waste Management for the transport of solid waste materials generated at the TS Trim Industries facility.

Requested by: Danielle Kuskowski, Staff Attorney

Summary

- The Waste Management – Canal Winchester Hauling Company (“WM”) acts as the hauler for TS Trim Industries, Inc. (“TS Trim”) and has requested an Issuance of Waiver to transport the materials from TS Trim to the Covanta Energy-from-Waste facility, a Non-Designated Facility, for disposal.

Purpose & Goals

- SWACO’s sponsorship of this program promotes a message of environmental stewardship and collaboration to the business community, and aligns with our guiding principle of contributing to a safe and healthy community.

Process Used

Cooperative Purchasing Competitive Process Sole Source/Best Interest

- Kathy Trent, Director of Government Affairs, submitted a request to SWACO on behalf of Waste Management for an Issuance of Waiver for the transport of materials to Covanta.

Fiscal Impact

Funding for this resolution is provided by :

- Operating Budget Capital Improvement Plan Capital Equipment Plan
 Capital Outlays Plan

Future Action Anticipated

- WM will submit reporting on the amount of materials transported to the Covanta facility.

General Guidelines for Consideration of an Issuance of Waiver Request

STATUTORY PROVISIONS

- Request is not inconsistent with the projections contained in the district's amended plan
- Request will not adversely affect the implementation and financing of the district's amended plan

STAFF GUIDELINE EVALUATIONS

Environmental Impacts

- A. Identify the type/composition and quantity of materials that is the subject of the waiver request.
Residual from interior automobile manufacturing operations that is not recyclable utilizing traditional methods.
- B. State the method(s) to be utilized, type of processing, and the extent of the processing capabilities.
- 1) Is this material being utilized as feedstock and/or to what facility is the requester proposing it be sent (i.e., a recycling facility, incineration facility, resource recovery operation)?
The materials are being proposed for transport to the Covanta Energy-from-Waste facility for incineration and energy recovery.
- 2) Is the material being reused or repurposed?
Yes, the energy resulting from the incineration of materials is used to power the Covanta plant and surrounding residential and commercial areas.
- C. State the anticipated tons to be collected and recycled, reused, or recovered, the goals of the waiver request, and the methods employed to measure and evaluate the project.
A maximum of one hundred ten (110) tons are permitted for diversion for the effective Waiver period. The goal is to use the energy recovered as a power source for the incineration facility, and promotes the transformation of solid waste into usable energy.
- D. Does this request result in positive environmental impacts or encourage environmental efficiencies?
Yes – utilizing this alternative disposal option helps minimize the materials disposed of at the Franklin County Sanitary Landfill, and promotes the transformation and of solid waste into usable products and materials.
- E. Does this request align with SWACO's stated mission to improve the community's solid waste stream through effective reduction, recycling, and disposal?
Yes, and serves to further SWACO's Guiding Principles of collaborating with private partners and contributing to a safe and healthy community.
- F. Is the request consistent with the objectives of the SWACO District Plan and OEPA State Solid Waste Management Plan to reduce Ohio's reliance on landfills to manage the State's solid wastes and establish objectives for solid waste reduction, recycling, reuse, and minimization?
Yes (see above).

Environmental Impacts (continued)

- G. Does approval of the request demonstrate and encourage the use of innovative solid waste management practices?

Yes – this material is being proposed for a beneficial use, thereby serving to reduce the energy and economic costs for the community.

Community and Business Impacts

- A. Is there a demonstration or potential for positive economic and environmental impact on the local and/or regional community?

Yes (see above).

- B. Consider the individual or entity requesting the waiver and its relationship with SWACO:

- 1) Weigh the long-term best interests of SWACO and the residents of its District as related to this request and requesting entity.

Waste Management has a long history of serving the SWACO District, and continues to be a prominent partner in waste services which benefit District residents.

- 2) Are there any outstanding financial or compliance issues?

No.

- 3) Performance under past waiver requests?

Waste Management has requested and has been granted Issuance of Waivers to service TS Trim since 2012.

- C. Does the request propose changes to the current operations which will increase efficiency and/or create the potential for job creation and retention?

It increases efficiency relating to disposal options.

- D. What is the current and proposed impact on the community as related to this request? Will any level of services to the community decrease as a result of the request, and why?

- 1) Does this serve to help subsidize services currently provided to the community (i.e., recycling services)?

Yes, this serves as a benefit to the local community, as it decreases the amount of materials being landfilled for disposal, and benefits the regional community by utilizing the energy recovered to power businesses and residential areas.

- 2) Will the approval/denial of said request result in economic hardship to the community?

If the Waiver request is denied, TS Trim will incur either the costs of landfill disposal or of seeking other alternative disposal options for the materials.

Financial Impacts

- A. State the tonnage of material being diverted from the SWACO designated facilities and being received by an alternate facility.

A maximum of 110 tons is permitted through the Waiver for diversion.

Financial Impacts (continued)

- 1) Is any residual material from the proposed diversion being returned to a SWACO facility for final disposal?

No – all the material proposed for diversion will be incinerated by Covanta

- B. What is the financial impact to SWACO should the projected tonnage be diverted?

- 1) What, if any, portion of fees could SWACO lose as a result of the diversion?

SWACO will lose the tip fee for the material diverted, but this tonnage has been diverted since 2012.

- 2) What, if any, fees are required to be paid to SWACO per the waiver request?

None – since the material is being utilized for energy recovery/recycling purposes, no fees apply.

Current Effective Waivers

Requesting Agency	Destination Facility	Method of Disposal	Tonnage
Nestle NQAC	Covanta	Incineration	25 Tons/Month
Ohio State (Campus Wide)	Ohio Department of Corrections, Price Farms	Recycling, Composting	100 Tons/Month
MARS Petcare	Quincy, Renergy, GA Wintzer, Price Farms, Masser Metals, Local Waste Services, Rebox, Rumpke, Covanta	Recycling, Anaerobic Digestion, Composting, Rendering/Feed, Composting, Incineration	1000 Tons/Month
TS Trim (Waste Mgmt)	Covanta	Incineration	250 Tons/Year

SWACO BOARD OF TRUSTEES CONSIDERATIONS

Listed below are the General Considerations, which are being suggested as the overarching policy issues for the Board to weigh before voting either to approve or deny the request.

General Board Considerations

- Does this waiver request meet the statutory criteria for granting such a request? (i.e., does not affect the financing and implementation of the District Plan)
- Does this request align with SWACO's goals and mission, the District Plan, and the State Solid Waste Management Plan objectives to reduce Ohio's reliance on landfills to manage the State's solid wastes and establish objectives for solid waste reduction, recycling, reuse, and minimization?
- Does this request provide positive environmental impacts and increase environmental efficiencies?
- Does the request provide benefits to the local/regional community?
- What is the projected financial impact to SWACO as a result of the diversion?

RESOLUTION 032-20



Authorizing the Executive Director to enter into a contract with Ceridian for the purchase of a human resource information system (HRIS) and expend an amount not to exceed ninety-five thousand dollars (\$95,000.00).

As part of SWACO’s continued focus on more functional enterprise resource planning (ERP) tools, the first phase is to incorporate a more streamlined and efficient human resources information system (HRIS). The proposed system includes timekeeping, payroll, recruitment, employee portal, and reporting. Currently, the human resources team uses ADP for some of these activities and the system does not provide adequate functionality or the capabilities needed to support the organization and its priorities.

Pursuant to SWACO’s Amended Procurement Policy, Staff advertised a Request for Proposals (“RFP”) for qualified HRIS providers. Five (5) proposals were received and after evaluation, Ceridian was deemed the best and most responsive.

Staff therefore recommends the Board authorize the Executive Director to enter into a contract with Ceridian for the purchase of human resource information system (HRIS) and expend an amount not to exceed ninety-five thousand dollars (\$95,000.00).

Requested by: Tim Roberts, Human Resources Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to execute a contract with Ceridian for the purchase of a human resource information system (HRIS) and expend an amount not to exceed ninety-five thousand dollars (\$95,000.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: July 14, 2020

Tracie Davies
Digitally signed by Tracie Davies
Date: 2020.07.24 08:01:38 -04'00'

Tracie Davies
Madam Chair, Board of Trustees

Vote:
For: 8 Against: 0 Abs: 0

Danielle Kuskowki
Digitally signed by Danielle Kuskowki
Date: 2020.07.28 17:17:13 -04'00'

Danielle Kuskowski, Secretary

Rebecca Egelhoff
Digitally signed by Rebecca Egelhoff
Date: 2020.07.24 09:43:10 -04'00'

Rebecca L. Egelhoff, Managing Counsel

Approved as to Form:

Resolution Summary

Resolution 032-20: Authorizing the Executive Director to enter into a contract with Ceridian for the purchase of a human resource information system (HRIS) and expend an amount not to exceed ninety-five thousand dollars (\$95,000.00).

Requested by: Tim Roberts, Human Resources Manager

Summary

- Staff is proposing to contract with Ceridian for the implementation of a more streamlined and efficient human resources information system (HRIS).
- This system will include timekeeping, payroll, recruitment, and reporting functions. The current system (ADP) does not provide adequate functionality or the capabilities necessary to support the organization and its priorities.

Purpose & Goals

- The 2020 Organization Priorities include a new enterprise resource planning (ERP) system to assist employee initiatives such as development, attraction, and agency culture.
- This system will allow Staff to achieve these goals and provide SWACO the reporting capabilities that we do not currently have, as well as achieve departmental priorities focused on employee engagement, recruitment, and retention.
- This resolution does not directly impact SWACO's Carbon Reduction Goals, however, information provided by the system may allow management to assess efficiencies leading to reductions in carbon emissions.

Process Used (check one):

Cooperative Purchasing Competitive Process Sole Source/Best Interest

- SWACO utilized a Request for Proposals ("RFP") competitive process to choose the best and most qualified vendor for enterprise resource planning tools and HRIS system.
- SWACO received a total of five (5) submittals: Cayenta, DXC Technology, Phoenix Business Solutions, Ceridian, and Tyler-Munis.
- After evaluation, Ceridian Dayforce was deemed the best and most qualified proposer.

Fiscal Impact

Funding for this resolution is provided by (check one):

Operating Budget Capital Improvement Plant Capital Equipment Plan

Capital Outlays Plan

Future Action Anticipated

- The one-time implementation fee, approximately fifty-three thousand dollars (\$53,000), will come out of the Capital Outlays Plan.
- After implementation, there will be an annual cost of approximately forty thousand dollars (\$40,000) for services with Ceridian provided for in the Operating Budget. This is very similar to the current annual cost that SWACO pays to ADP.