

CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
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September 7, 2023

ADDENDUM #2
REQUEST FOR PROPOSAL #24-07

LONG-TERM SUSTAINABLE MATERIALS MANAGEMENT PLAN CONSULTANT

THIS ADDENDUM IS TO: ANSWER THE FOLLOWING QUESTIONS.

Q1. Can you elaborate on what is expected as far as measurement of the commercial waste stream?

A1. We are looking to the consultant to get us the best estimate possible to understand how much material is in our commercial waste stream while meeting all our project scope objectives.

Q2. For the stakeholder meetings, would the format be in-person or virtual?

A2. Either format is acceptable.

Q3. Can a USB drive be submitted with the proposal?

A3. Yes

Q4. What does success with this project look like for the City of Newton?

A4. The long-term sustainable materials management plan will serve as a guide for priorities and a central communication tool for community stakeholders.

Q5. Is a comparison/analysis of similar municipalities expected to be included in the final document?

A5. A formal comparison/analysis is not expected. Including several examples from similar communities is expected.

Q6. Has the city adopted the strategies/recommendations from the “Setting the Path to Zero Waste” document from November 2021?

A6. Please refer to the attached resolution and response.

Q7. Has there been a budget approval to increase SMMD staffing?

A7. In FY23, a Superintendent position reporting to the SMMD director was reallocated from a different DPW division into SMMD.

Q8. The conclusion of the “Setting the Path to Zero Waste” document referred to a “commitment to zero waste.” What does this commitment refer to? If there is a passed resolution, can we see that document?

A8. Please refer to the attached resolution and response.

Q9. Is the city planning to issue an RFP in the procurement process for residential waste collection services? Has an RFP been issued, or is this under development?

A9. A discussion is underway, but a decision has not been made whether to issue an RFP.

Q10. Re: Bidder's Qualifications and References Form, Question 5 – "List all contracts currently on hand, showing contract amount and anticipated date of completion." By "on hand" does the City want to see ALL open contracts from the responding firm?

A10. Yes.

Q11. Will the City accept the electronic format of the proposal on a flash drive? Disk writers are not commonplace equipment.

A11. Yes.

Q12. Will the City consider an extension on the deadline? By the time any addendum is released, making adjustments to scope will be very difficult while also accounting for time to mail the proposal. Two weeks would be greatly appreciated to allow for a thoughtful response and time to mail.

A12. See Addendum #1.

Q13. Is it possible for the City to postpone the deadline for submittal to Friday, Sept 8, and move the deadline back to 3pm (or at least move the deadline back to 3:00 pm)?

A13. See Addendum #1.

Q14. Regarding scope requirements to "measure waste footprint" and "determine diversion potential," is the City expecting any physical material composition studies or is it acceptable that these exercises are desktop?

A14. Physical material composition studies would be welcomed but are not expected. It is acceptable that these exercises are desktop.

Q15. The cost of this planning effort will be impacted by the number and type of stakeholder engagements. Can the City provide some specific assumptions for in-person vs virtual meetings and presentations?

A15. Either meeting format (in-person and virtual) is acceptable. Most, if not all, public meetings are held virtually or hybrid. Typical public meetings of this type are 1.5-2 hours. We are looking to the consultant to develop the strategy on how to get us the best feedback from stakeholder groups while meeting all our project scope objectives. Multiple stakeholder groups can be engaged within a single meeting/engagement. There is potential for at least one of the public meetings to be contained within a regular City Council Public Facilities Committee meeting or a meeting of the Sustainable Materials Management Commission. There is potential for presentations or recordings of meetings to be posted on the City's website with a deadline for feedback in addition to having two or more public meetings. Use of surveys or other online tools may be useful in addition to two public meetings.

All other terms and conditions of the RFP remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.



Nicholas Read
Chief Procurement Officer



Ruthanne Fuller
Mayor

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To: Councilor Rebecca Walker Grossman, Chair Finance Committee

CC: Maureen Lemieux, C.F.O.
Jonathan Yeo, C.O.O.
City Council Members
School Committee Members
Carol Moore, Clerk of the Council
Steve Curley, Comptroller
David Fleishman, Superintendent
James McGonagle, Commissioner of DPW

From: Ruthanne Fuller, Mayor

Date: May 25, 2022

Subject: Responses to FY 2023 Budget Resolutions

Please accept this communication as the Administration's responses to the FY 2023 budget resolutions submitted by the Honorable City Council on May 24, 2022.

Budget Resolution #1 – School Department

Resolution regarding the mental health needs of middle and high school students and the need for more not fewer adults in the schools

Submitted by Councilors Albright, Bowman, Lucas, Wright, Greenberg, Ryan, Humphrey, Kalis, Oliver, Baker, Crossley, Markiewicz, Danberg, Malakie, Noel, Downs, Lipof, Krintzman, Leary, Kelley, and Grossman

Administration Response:

The Fuller Administration and the leadership of the Newton Public Schools share the goals of the Newton School Committee and the City Council of working directly with students and families on social and emotional health and helping support mental, behavioral and emotional well-being. From social workers at City Hall and within the Newton Police Department to nurses, psychologists, social workers and adjustment counselors as well as educators within NPS, we are acutely aware that many young people are suffering with depression, anxiety, and other mental health issues exacerbated by the pandemic and social stressors.

Both the City and School District have organized its staff and partnerships to support our young people.

In middle schools, for example, NPS made sure team sizes are comparable or even a bit better next year. The middle schoolers will have full programs of drama, music, arts, language and wellness/Physical Education which we know adds joy and relieves pressure. Likewise, the network of mental health supports is there for our 6th, 7th, and 8th graders.

Similarly, in the high schools, the wide and deep array of after-school programs, peer tutoring, academic supports, legacy scholar programs and interventions are in place for the school year starting in September 2022. Likewise, drama, athletics, speech, robotics and all the extra activities which contribute so much to engagement, wellness, and social and emotional development of our 9th-12th graders will continue to flourish. The full complement of support for English Language Learners and Special Education students will also continue to flourish. Purposefully, NPS increased the mental health supports with an additional School Adjustment Counselor added at both Newton South and Newton North, and increased Psychologist support at NSHS.

The City's Health and Human Services (HHS) team is leaning in on the social and emotional well-being of our youth. We have recently funded a new full-time, school-based, Emergency Services Clinician based in the Newton Public Schools in partnership with Riverside Community Care. This clinician will be available to students in crisis, helping evaluate their immediate and longer term needs and linking them and their families to resources, regardless of insurance. When school is not in session, the clinician will support our young people during the summer who may be participating in extended school year programs, summer camps or experiencing a mental health crisis in the community.

HHS also partners with Riverside Community Care by funding services and programs that provide Newton children, families and adults access to mental health clinicians at the Newton Outpatient Center and/or with home based clinical services.

HHS collaborates with many additional partners to amplify the important messages of mental health awareness and suicide prevention, and to increase access to supports. Our valued community partners include Samaritans, Families for Depression Awareness, Newton-Wellesley Hospital, William James College and Riverside Community Care. Their contact information is listed below if you or a loved one should need support:

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|--|--------------|
| • William James Interface Referral Service | 888-244-6843 |
| • Riverside Emergency Services (24/7) | 800-529-5077 |
| • Riverside Outpatient Therapy (Children & Families) | 617-969-4925 |
| • Samaritans | 877-870-4673 |

The Newton Public Schools and the City of Newton have a robust array of supports in place for FY2023. Mental health and social and emotional support for students will continue to be a top priority for both NPS and the Fuller Administration. May is also Mental Health Awareness Month and HHS is offering a program tonight at 6:00 p.m. at Newton North High School, and two more on June 1 and June 15. Join us. Visit <https://www.newtonma.gov/government/health-human-services/social-services> to register.

In closing, in the days ahead, the Fuller Administration looks forward to working with the City Council, the School Committee, parents & caregivers, and residents to ensure the financial support for academic excellence, educational equity and social and emotional well-being are in place for FY2024 and beyond.

Budget Resolution #2 – Department of Public Works**Resolution regarding the City of Newton establishing zero waste goals for 2030 and 2050**

Submitted by Councilors Leary, Kalis, Albright, Greenberg, Bowman, Danberg, Malakie, Wright, Noel, Humphrey, Downs, Lipof, Crossley, Grossman, and Kelley

Administration Response:

The Fuller Administration is committed to pursuing paths to waste reduction and Zero Waste. With the superb leadership of Waneta Trabert, our Sustainable Materials Management Director, Newton's Department of Public Works is actively investigating the best approaches to waste reduction by collaborating with MassDEP through a technical assistance grant. We look forward to its recommendations in the next few months to help steer the City's path to reduce waste and increase waste diversion. In conjunction with the recommendations of Newton's Sustainable Materials Management Commission in its November 2021 Setting the Path to Zero Waste report, we look forward to creating, perhaps with the help of a consultant, a comprehensive Sustainable Materials Management Program.

Meaningful municipal waste reduction goals and the accompanying actions are critical to Newton given our environmental goals and financial imperatives. Landfill space and waste-to-energy capacity is expected to shrink. Landfills and incinerators can pose health risks. Costs of municipal waste disposal are expected to increase dramatically. Greenhouse gas emissions are directly linked to the extraction, production, transportation and use of goods. This means the Fuller Administration, the City Council, the Sustainable Materials Management Commission and our residents must take meaningful actions to achieve Zero Waste.

RESOLUTION - CITY OF NEWTON ESTABLISHING ZERO WASTE GOALS FOR 2030 and 2050

Councilors Leary, Kalis, Albright, Greenberg, Bowman, Danberg, Malakie, Wright, Noel, Humphrey, Downs, Lipof, Crossley, Grossman, and Kelley support the following Resolution.

WHEREAS, the Massachusetts Department of Environmental Protection (MassDEP) has established a waste reduction goal for the state of 30% by 2030 and 90% by 2050 (compared to 2018 baseline data); and

WHEREAS, the Newton Sustainable Materials Management Commission's 2021 report on residential curbside waste management recommends that Newton adopt residential waste reduction goals of 25% by 2030 and 70% by 2050 (compared to 2018 baseline data); and

WHEREAS, organic matter makes up 29% of the residential waste stream which can readily be diverted through home composting, a subscription curbside pickup service or drop-off collection at the Newton Resource Recovery Center (with additional sites planned); and

WHEREAS, the residential recycling rate for Newton has remained at approximately 35% between 2010-2020 and MassDEP waste characterization studies indicate that 30% of residential trash disposed could have been recycled through single stream recycling and readily accessible drop-off recycling programs; and

WHEREAS, the rate of trash reduction slowed to 1.7% between 2014-2019 after previously averaging an annual reduction of 4.3% between 2003-2009,

WHEREAS, from FY 2015 compared to FY 2025 we will see a cost increase of 82% for curbside waste collection and hauling service and 43% for curbside recycling collection and hauling service with a total combined cost in FY 2025 of \$6,484,202 (FY 2015 the total combined cost was \$2,143,565).

WHEREAS, Newton sends its trash to the Millbury Wheelabrator Waste to Energy facility (WTE). These facilities can emit nitrous oxides, particulate matter, lead and mercury even with the best pollution control mechanisms in place; and the resulting ash contains dioxins, furans and heavy metals.

WHEREAS, the long-term contract for trash disposal with the Millbury Wheelabrator WTE facility expires in 2028 and per ton disposal fees are documented for neighboring communities as having increased by as much as 40% over the past 5 years; and

WHEREAS, MassDEP projects that landfill space and waste-to-energy capacity in Massachusetts will continue to shrink, leading to a further rise in waste disposal costs for the region including the City of Newton; and

WHEREAS, the US EPA has estimated 50% of all greenhouse gas (GHG) emissions are caused by the extraction, production, transportation, and use of goods, including food, products and packaging, and that implementation of a zero-waste policy will reduce GHG production and therefore supports Newton's Climate Action Plan that pledged to bring the City to carbon neutrality by 2050; and

WHEREAS, opportunities for further waste reduction and diversion through proven reduction, reuse, and expanded recycling programs such as Save Money and Reduce Trash (SMART) are available and utilized in numerous communities across New England; and

WHEREAS, the City of Newton will assume a leadership role by setting zero waste as a goal;

NOW, THEREFORE BE IT RESOLVED, the City of Newton hereby encourages the pursuit of Zero Waste as a long-term goal in order to dramatically decrease waste and pollution in the manufacture, transportation, use, storage, and recovery of materials. To be able to measure progress and keep the city accountable, the City hereby sets a residential waste tonnage reduction goal of 25% by 2030 and 70% by 2050, with a stretch goal to match the state goals of 30% by 2030 and 90% by 2050. These goals can be achieved through action plans and measures that significantly reduce waste and divert valuable materials by promoting reduction, reuse, recycling, and organics diversion; and

BE IT FURTHER RESOLVED, the City of Newton hereby adopts the concept of Zero Waste as defined by Zero Waste International Alliance as a guiding principle for all municipal operations, outreach, and programs and actions within the community; and

BE IT FURTHER RESOLVED, in order to achieve the waste reduction goals, the City of Newton shall adopt the recommendations of the Sustainable Materials Management Commission:

- Consider the adoption of trash reduction programs such as smaller trash carts, bi-weekly trash pickup and a city supported organics collection program;
- Consider additional Sustainable Material Management Division staffing to support waste reduction program success;
- Consider novel ordinances to reduce the use of single use items;
- Consider the development and adoption of a comprehensive Zero Waste Plan as local municipalities including Cambridge and Boston have done; and
- Consider requirements for businesses, nonprofits and residents to divert all organic materials and participate in recycling programs while also encouraging them to reduce and reuse.