



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by Wmm Date 4.13.07
General Manager

DATE: April 13, 2007
TO: General Manager
FROM: HHW/LCM Manager
SUBJECT: Call for Bids to Supply and Install Canvas Enclosed Structure at the Last Chance Mercantile Yard.

RECOMMENDATION: That the Board of Directors authorize a call for bids to supply and install a canvas enclosed structure at the Last Chance Mercantile yard. Funds are available in the 2006-2007 Capital Outlay Budget and from a recycling grant received from the California Integrated Waste Management Board (CIWMB).

BACKGROUND

When the Last Chance Mercantile (LCM) opened in 1996, almost all materials that were salvaged or donated were processed for sale in a 20' x 30' room located on the northeast side of the building. That year, 442 tons of resale materials were salvaged from the Materials Recovery Facility (MRF) tipping floor, and sales from those items totaled \$127,800. This fiscal year, the LCM will receive over 1,000 tons of materials from the MRF tipping floor, and donations from residents and businesses will exceed the amount of materials we receive from the MRF. Staff estimates sales for this year will be approximately \$525,000. With the increase of salvaged and donated materials, the room designed for processing these materials for sale is not large enough to accommodate the amount received. Currently, LCM employees process materials in a designated area that is outdoors and subject to inclement weather conditions.

Staff recommends that a 35' x 80' canvas enclosed structure be installed at the area currently used for processing materials that come in to at the LCM. This structure would provide employees with adequate indoor space to process items, and provide additional display space for materials that are affected by weather if they are displayed in the outside yard area.

COST AND SCHEDULE


The preliminary estimate for the cost of this canvas enclosed structure is \$50,000. Staff included \$60,000 in the Capital Outlay Budget for fiscal year 2006-2007 and recently received a Reuse/Recycling grant from the CIWMB for \$28,000 to assist the District in the purchase. Therefore, the net cost to the District will be \$22,000. A detailed breakdown of the cost will be provided when it is completed.

The proposed project schedule is as follows:

| PROPOSED SCHEDULE CANVAS COVERED STRUCTURE | |
|---|-------------------------|
| DATE | DESCRIPTION |
| April 20, 2007 | Authorize Call for Bids |
| May 4, 2007 | Receive Bids |
| June 15, 2007 | Award of Contract |
| August 2007 | Installation |

CONCLUSION

At this time, staff is requesting authorization to proceed with the Call for Bids for the installation of a canvas enclosed structure at the LCM. If approved, we anticipate bringing a recommendation to award an installation contract at the June 15, 2007 Board meeting.



Glen Evett