

## **AGREEMENT NO. 2021-28D**

### **FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF CAMARILLO AND SOLID WASTE SOLUTIONS, INC.**

This Fourth Amendment to Agreement No. 2021-28 (Amendment) is entered into between the City of Camarillo, a California general law city and municipal corporation (City), and Solid Waste Solutions, Inc., a California Corporation (Consultant), collectively referred to as the Parties. The effective date of this Amendment is July 1, 2024.

#### **RECITALS**

A. The Parties entered into a written agreement entitled "City of Camarillo Professional Services Agreement With Solid Waste Solutions, Inc." Agreement No. 2021-28 having an effective date of March 1, 2021 (Agreement) to provide consulting services for Solid Waste Project Management. the implementation of SB 1383, requiring mandatory organic waste disposal reduction, as outlined in Exhibit A of the Agreement, for a not-to-exceed amount of \$29,000.

B. On October 13, 2021, the City Council approved "First Amendment to Professional Services Agreement No. 2021-28A" to extend the Agreement through October 31, 2022, for an amount not-to-exceed \$50,000, for a total agreement amount of \$79,000.

C. On June 8, 2022, the City Council approved "Second Amendment to Professional Services Agreement No. 2021-28B" to extend the Agreement through June 30, 2023, for an amount not-to-exceed \$75,000, for a total agreement amount of \$154,000.

D. On June 28, 2023, the City Council approved "Third Amendment to Professional Services Agreement No. 2021-2C to extend the Agreement through June 30, 2024, for an amount not-to-exceed \$75,000, for a total agreement amount of \$229,000.

E. All capitalized terms not defined in this Fourth Amendment have the meaning set forth in the Agreement.

F. The Parties desire to extend the term of the agreement in accordance with Section 1 of the Agreement.

**Section 1. Amendment.** The Agreement is amended to add the following:

- a. Extend the current Agreement for additional professional services related to solid waste project management. See attached Exhibit A, Scope of Services.
- b. The term of the Agreement is extended through June 30, 2025.

**Section 2. Compensation and Payment.** This Fourth Amendment No. 2021-28D is for a not-to-exceed amount of \$75,000 for services provided in the proposal (Exhibit A) for a total agreement amount of \$304,000.

**Section 3. Continuation of Terms of Agreement.** Except as expressly modified by the terms and provisions of this document, the remaining terms and provisions of the Agreement remain in full force and effect.

THE AUTHORIZED REPRESENTATIVES of the Parties have caused this Fourth Amendment, Agreement No. 2021-28D, to be executed as of the Effective Date above.

**CITY OF CAMARILLO**


\_\_\_\_\_  
Greg Ramirez, City Manager

**ATTEST:**

\_\_\_\_\_  
Kristy Buxkemper, City Clerk

**CONSULTANT:**

**Solid Waste Solutions, Inc.**

By   
\_\_\_\_\_  
Name: Kimberly Nilsson  
Title: President

By   
\_\_\_\_\_  
Name: Lars J. Nilsson  
Title: Vice President

Camarillo Business Tax Certificated No. 045332 / Expiration Date 1/31/2025



## Solid Waste Solutions, Inc.

June 11, 2024

Monique Martinez, Senior Management Analyst  
City of Camarillo  
601 Carmen Drive  
Camarillo, CA 93011-0248

Subject: Solid Waste Project Management Proposal for FY 2024/2025

Dear Monique,

Attached, please find the scope of work and costs associated with the request for Solid Waste Solutions, Inc. (SWS) to continue to provide solid waste and project management services to the City of Camarillo.

This project scope encompasses activities that maintain the City of Camarillo's solid waste management programs in compliance with CalRecycle. These programs include but are not limited to general franchise agreement coordination, updating current policies in accordance with the State of California standards, new program implementation, evaluation of existing programs, day-to-day tracking of ongoing programs, preparation of CalRecycle annual reports, and hauler coordination.

Thank you in advance for your confidence in our firm to provide solid waste services to the City. It is our goal to provide professional, cost-effective service to our clients.

Sincerely,

A handwritten signature in black ink that reads "Kimberly Nilsson". The script is fluid and cursive.

Kimberly C. Nilsson  
President

Attachments



## **Solid Waste Solutions, Inc.**

### **Exhibit A: Scope of Services: Solid Waste Project Management Services**

Item 1: Solid Waste Services: SWS will continue to provide on-call solid waste services to the City of Camarillo. Services shall include, but not be limited to the following:

1. Preparation of the CalRecycle Annual Report as required by the State:

Per California Assembly Bill 939, all cities are required to prepare and submit an annual report on the status of solid waste diversion and program implementation for the jurisdiction. This task includes gathering all disposal and diversion data from the local landfill and reporting agencies, the solid waste haulers, and any data regarding City's implemented programs that have diverted material from the landfill or instituted policies for more environmental practices. This data shall be included in the preparation of the online CalRecycle Annual Report, due August 1 annually.

2. Household Hazardous Waste Program Coordination: Continue to assist the City with the evaluation of the Household Hazardous Waste programs and also tracking the programs as necessary. This includes the annual submittal of the CalRecycle Form 303 every October if requested.

3. Solid Waste Franchise Agreement Coordination:

Management and tracking of Residential/Multi-Family franchise agreement requirements. This includes a review of the haulers franchise defined reports, diversion tracking, rate increase requests, hauler's education program, advertisements, etc. SWS will assist the City in the preparation of an amendment to the franchise agreement. The amendment is to coordinate the City's needs and the requirements of SB 1383.

4. Program Development for the Implementation and Reporting of AB341, AB1826 and SB 1383 compliance :

SWS will help the City staff update existing City solid waste programs further to increase the diversion of waste from the landfill. These tasks may include but are not limited to:

- Implementing CAL Green for diversion of the Construction and Demolition (C&D) Debris Recycling Program. Tracking C&D final reports as approved by Building & Safety.
- Increase Commercial Recycling Program and Organics participation.
- Assist in expanding the public outreach programs to the community for all programs



## Solid Waste Solutions, Inc.

- Participate in CalRecycle and local and regional stakeholder meetings as requested
- Implement new solid waste programs as developed by the City of Camarillo.
- Special Events Reporting & tracking as required.
- Assist the City implementation of State Assembly Bills: Currently - California Assembly Bills AB 341, AB 1826, and SB 1383.
  - Monitoring and tracking of the implementation of AB 341 Mandatory Commercial Recycling
  - Monitoring and tracking of the implementation of AB 1826 Organics and the 2 Cubic yard implementation trigger.
  - Continued development and monitoring/reporting of SB 1383 Program. This includes coordination of Ordinance implementation, implementation of education and outreach, continued development of the program exemption/waiver process, self-hauler and 3<sup>rd</sup> party recycling identification and tracking, program enforcement, organics procurement and coordination of edible food recovery.

The City is required to implement these programs for the residential, multi-family, and commercial sectors. The city is also required to report annually to CalRecycle for compliance with State Law and also participate in conference calls and site visits.

5. Grant Coordination: SWS will assist with the coordination of grants including the tracking of expenditures and assist in expending grant funding as required by each grant.
- *CalRecycle Used Oil Payment Program (OPP)*: Review and assist the City with the CalRecycle Program Funding and Expenditures of funds received. Assist in tracking and annual reporting to the State on the OPP Program expenditures.
  - *SB 1383 Local Assistance Grants*: Review and assist the City with the CalRecycle programs, funding and expenditures. Assist in tracking and reporting expenditures.
  - *CalRecycle-Beverage Container Recycling Grant*: If the City chooses to apply, then SWS will review the CalRecycle Beverage Container Recycling funds received and expenditures.
  - *Miscellaneous Grants*: Assist the City to apply, review or expend funds for any other grants the City may be interested in.

All of these items have been budgeted as total costs and will be billed hourly using Exhibit B's billing rates.



## Solid Waste Solutions, Inc.

Each aspect of the solid waste program listed has separate and overlapping tasks. SWS estimates that the work will be broken out annually as follows and billed using the rates in Exhibit B:

### ESTIMATED PROGRAM BUDGET ALLOCATIONS

Tasks	Total
Annual Report Preparation and Disposal Tracking	\$9,000.00
Household Hazardous Waste Coordination	\$2,000.00
Solid Waste Franchise Agreement Coordination	\$12,000.00
Program Development, Implementation and reporting, residential, commercial programs, C&D, outreach, etc.	\$20,000.00
Program Development, Tracking and Reporting for SB 1383	\$27,000.00
CalRecycle Used Oil Grants/ Beverage Grants	\$5,000.00
TOTAL	\$75,000.00



## **Solid Waste Solutions, Inc.**

### **Exhibit B - Billing Rates:**

### **Standard SWS Inc. Billing Rates FY 2024/25**

Professional Staff	Hourly Rate
Recycling Coordinator & Permit Processor:	\$86.00/hour
Project Coordinator:	\$106.00/hour
Project Management:	\$133.00/hour
Senior Manager/Computer Programming / Database-Development/Management:	\$174.00/hour
Principal:	\$199.00/hour
Travel:	Actual Costs
2022 IRS Mileage Reimbursement:	\$0.625/mile

Note: All hourly rates are effective for 12 months after the date of proposal or contract execution, at which time they can be raised due to the cost-of-living increases and inflation (CPI).