

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
JULY 18, 2014  
2104 W. LABURNUM AVENUE  
RICHMOND, VIRGINIA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

Robert C. Key (M-Chesterfield), Chair  
Bill Hamby, Jr. (M-Prince George), Vice-Chair  
J. Allen Lane (M-Henrico), Secretary  
James A. Jackson (M-Richmond), Treasurer  
Stephen Chidsey, (M-Hanover), Past Chair  
Lee Sloppy (M-Ashland)  
Zach Trogdon (M-Charles City)  
Robert L. Dunn (M-Chesterfield)  
Marcia R. Phillips (M-Chesterfield)  
William E. Henley (A-Colonial Heights)  
David Lloyd (M-Goochland)  
Wayne Hazzard (M-Hanover)  
Marcia E. Kelley (M-Henrico)  
Robert C. Whiteman (M-Henrico)  
Edward Watson (M-Hopewell)  
James H. Burrell (M-New Kent)  
William Riggleman (A-Petersburg)  
Christopher Rapp (A-Powhatan)  
Mark Kukoski (M-Richmond)

**MEMBERS/ALTERNATES NOT PRESENT**

Steven Hicks (M-Petersburg), Director  
Jennifer Schontag (A-Ashland)  
Matthew Rowe (A-Charles City)  
Sheryl D. Bailey (A-Chesterfield)  
Charles E. Dane (A-Chesterfield)  
Thomas Mattis (M-Colonial Heights)  
Dwayne Jones (A-Goochland)  
Michael Flagg (A-Hanover)  
William I. Mawyer, Jr. (A-Henrico)  
Arthur D. Petrini (A-Henrico)  
Jon Clary (A-Henrico)  
Monique Robertson (A-Hopewell)  
David Bednarczyk (A-New Kent)  
Elliot Danburg (M-Powhatan)  
Rod M. Compton (A-Prince George)  
Kevin A. White (A-Richmond)  
Johnnie Allen (A-Richmond)  
Lana Agostini (M-Richmond)

**Non-Voting:**

Jeffrey T. Howard (A-Chesterfield)

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Marc René, Finance & Administrative Officer  
Nancy W. Drumheller, Public Information Coordinator  
Reginald D. Thompson, Operations Technician  
Erica N. Long, Administrative Assistant  
Stephanie N. Breaker, Customer Service Supervisor

**Guests:**

With a quorum in attendance Chairman R. Key (M-Chesterfield) called the meeting to order at 9:02 a.m.

## **CHAIRMAN'S AGENDA**

### **Item No. 1: Public Comment Period**

Chairman Robert Key opened the floor to receive public comment. With no requests from the public to address the Board, Chairman Robert Key closed the public comment period.

### **Item No. 2: Minutes of the Regular Meeting of June 20, 2014**

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico) and carried that the minutes of the June 20, 2014 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

### **Item No. 3: Oath of Office**

Mr. M. René administered the *Oath of Office* to the new officers for the 2014-2015 fiscal year. Mr. M. René requested that all officers-elect stand, raise their right hand, and recite the *Oath of Office* after him.

### **Officers Sworn in for the 2014-2015 Fiscal Year are as follows:**

Mr. Robert C. Key (M-Chesterfield).....Chairman  
Mr. Bill Hamby, Jr. (M-Prince George) .....Vice-Chairman  
Mr. James A. Jackson (M-Richmond).....Treasurer  
Mr. J. Allen Lane (M-Henrico) .....Secretary  
Mr. Steven Hicks (M-Petersburg) .....Director (not present)  
Mr. Stephen Chidsey (M-Hanover) .....Past Chair

### **Item No. 4: Chairman's Report**

#### ***Recognition of Stephanie Breaker, Customer Service Supervisor***

Chairman R. Key and Mrs. K. Hynes, CVWMA Executive Director, presented the Reward, Thank and Motivate Our Team Award to Stephanie Breaker, CVWMA Customer Service Supervisor.

Mrs. K. Hynes familiarized the board with Stephanie's tenure. She noted that Stephanie has been with CVWMA for 15 years, and is a great asset to the Authority. Mrs. K. Hynes also noted that Ms. Breaker has exemplified outstanding customer service and teamwork, since 1999. During Customer Service Week 2013, she led a variety of activities that won the 2013 "Reward, Thank and Motivate Our Team!" Award from Positive Promotions. Mrs. K. Hynes added that the CVWMA has a call center staff of three and was in competition with Call Centers of much larger companies.

Mrs. K. Hynes recognized, thanked, and commended Stephanie Breaker for her commitment to providing quality customer service, dedication to teamwork and thanked her for 15 years of service.

**Item No. 5: Consideration of Resolution 15-01: Approval of the 5 year update to the Central Virginia Solid Waste Management Plan (Plan)**

Mrs. K. Hynes reported that staff has been working diligently with TAC and Stakeholders on updating the Plan over the last five or six months, and has learned a few things since the Plan was developed and updated in 2009.

Mrs. K. Hynes stated that the solid waste regulations require solid waste planning units have a 20 year plan in place for solid waste, however, the Authority was under the assumption that this current Plan would end in 2024. At which time, a new plan would be developed. Mrs. K. Hynes added that what we learned this year from DEQ is that the intent is a 20 year rolling plan, to be updated every five years. Mrs. K. Hynes stated that considering we are at the 10 year mark, since the Plan was developed, every 10 years is going to require more of a significant update than on the five year mark as there is a census every 10 years and population and growth projections will need to be updated.

Mrs. K. Hynes added that when the Authority did the first five year update, population estimates and waste generation estimates were not updated. Having said that, the Staff has presented, discussed and vetted with the TAC and other stakeholders on revisions to the Plan. The Plan will be updated to include the planning period 2014-2034, and population estimates based on 2010 US Census and Weldon Cooper Center Estimates through 2035. She added that the Authority will also be updating the Waste Generation Rates using an average of 4.38lbs per person per day multiplied by the population. Mrs. K. Hynes noted that the 4.38 rate obtained from the EPA 2012 Facts and Figures most recent report, is a national average, not necessarily a state or regional average, however it is the best method used to project waste generation.

Mrs. K. Hynes reported that the Plan revisions will also include Legislative changes particularly related to the recycling mandate that has occurred since 2003; specifically the 15% rate allowed for solid waste planning units with the population density of less than 100 per square mile, and or higher than 50% of the state's unemployment rate; and solid waste planning units with 100,000 or less in population only are required to report every four years.

Mrs. K. Hynes stated that the biggest changes will be in the existing solid waste management systems. She noted locality input was also obtained by sending surveys to Chief Administrative Officers of the 13 member jurisdictions. The Authority will be revising section 6, Needs Assessment, updating needs that are specific to each locality. The staff is also going to add an Appendix to the plan to include the actual surveys.

Mrs. K. Hynes explained that the amendment process was another topic discussed in the meetings. She noted that the way it is stated in the Plan is that the CVWMA would perform an analysis and the CVWMA Board of Directors would consider the amendment. If it is approved by the CVWMA Board, then it would go to each of the Richmond Regional and Crater Planning District Commissions. The committee felt that keeping it the same way is prudent, as CVWMA is a resource for the planning district commissions for solid waste and solid waste planning, and thus is the natural order of business.

Mrs. K. Hynes reported that the Authority is updating and reorganizing Table 2 of Section 4 Existing Solid Waste Management System by grouping the sanitary landfills, C&D landfills, sanitary landfills outside of our region, what they are permitted for, their permitting capacity and remaining capacity as of January 1, 2014. Currently the Table does not show the remaining capacity, and the remaining capacity was obtained from the DEQ solid waste report for 2013.

She stated that within the Plan summary, waste generation based on population and the EPA rate is estimated to be about 1 million tons per year in the region, almost 21 million tons in the 20 year planning period. The region's recycling rate is over 50% so assuming that of the 1 million tons generated, 500,000 tons will be recycled, leaving the remaining 500,000 tons for disposal. This projects a disposal capacity need of approximately 10-11 million tons over the 20 year period.

Mrs. K. Hynes stated that looking at the four major active landfills in the region (Old Dominion, Charles City, Shoosmith and Tri-City) there is 26.5 million tons remaining in those landfills. In addition there are five sanitary landfills in close proximity to the region, where some of the regions waste is going now, that have 95 million tons of capacity remaining per the DEQ report. She noted that this capacity does not include an additional expansion at Old Dominion, approved in the Plan but not permitted yet. It also does not include potential Republic Services Landfill in Cumberland County that has been built, but is not currently receiving waste. Mrs. K. Hynes also reported that Tri-City Landfill recently bought the Lunenburg County Landfill. CFS is planning to expand the life of that landfill and some of the waste from central Virginia could potentially go to that landfill in the future.

One additional thing that is worth mentioning is out of state and out of region waste. Mrs. K. Hynes mentioned to the Board that Virginia is the number two importer of waste. Virginia reports handling 20 million tons of waste each year. Of that, 25% or over 5,000,000 tons comes from out of state per year. Not all 5,000,000 tons is being handled in the central Virginia region and after looking at the numbers, the disposal capacity in the region is deemed sufficient for the region's waste disposal needs.

Mrs. K. Hynes informed the Board that the Authority updated some of the locality information, specifically removing Chesterfield's old Pay as You Throw trash collection program and including the upcoming closure of Henrico's Springfield Road Landfill.

Mrs. K. Hynes indicated that the Staff is requesting the Board's approval to move forward with the five year update based on the summary that has been presented to the Board. Should the Board approve, the final revised and updated document will be reviewed by the Technical Advisory Committee for submittal to the DEQ by August 10, 2014.

Mr. R. L. Dunn (M-Chesterfield) asked what the Authority needs the Board to approve. Mrs. K. Hynes stated that CVWMA is asking for approval to move forward with the Staff updating the Plan subsequent to detailed review by the Technical Advisory Committee.

Mr. W. Hazzard (M-Hanover) noted that a common theme from localities is to do more recycling, especially of other plastics. To increase recycling, we need to push our vendors to recycle these other items. Mrs. K. Hynes agreed and noted that the Authority is having the conversation with TFC our largest recycling vendor, and hopefully the nine year extension will include plans to add the sorting capability and marketing of the other plastics.

Mrs. M. Kelley (M-Henrico) reminded the board that the Authority had two meetings with large corporations expressing interest to develop further recycling with selected communities, one of the comments was these larger companies need feedstock. She added that we need to put more pressure on the larger corporations who want the feedstock and relay what is needed to accept and recycle the plastics that are not #1's or #2's.

Mrs. K. Hynes agreed that there are things they could do and status quo may not be acceptable anymore. She added that as far as the SERDC process, that is one of the things that has come back to the Authority to implement recycling of other plastics and cartons.

Mr. W. Hazzard (M-Hanover) mentioned that CVWMA has negotiating power and therefore needs to put the mandate out there on what specifically is needed from our vendors.

A motion was made by Mr. J. Burrell (M-New Kent), seconded by Mrs. M. Phillips (M-Chesterfield), that **Resolution 15-01** be approved as submitted.

Mrs. K. Hynes added that the Authority did hear from the DEQ regarding The East End Landfill expansion permit. DEQ is not going to continue to work on the permit expansion at this point.

Mr. J. Burrell (M-New Kent) asked about the reduced tonnage going to Waste Management's Charles City Landfill. Mrs. K. Hynes noted that she believes that Waste Management lost some big contracts during the economic turn down coupled with overall reduction in waste generation.

## **STAFF AGENDA**

### **Item No. 6: Curbside Recycling Program**

Mr. R. Nolan, CVWMA Director of Operations, reported that volumes for the year were a little lower than hoped, however June was a great month. The total rebate from TFC for the month was \$52,400. June 2014 tonnage was about 100 tons less than tons collected in June 2013. Average Set-Out Rate was 36.2% up from 33% in 2013. These numbers do not include Petersburg, as their program is relatively new. Next year's program statistics will include Petersburg and Hopewell.

Mr. R. Nolan added that the Authority started Curbside Recycling in Hopewell, on July 2, 2014. Participation was decent the first week, however, the second week, was much better in terms of set-out. He informed the board that for a new program just starting out, about 18 to 20 tons have been recycled in Hopewell so far with 2 weeks left to go in the month.

Mr. R. Whiteman (M-Henrico) wanted to know what Ashland and Hanover are doing to have such a higher percentage of Set-Outs than the other jurisdictions. Mrs. K. Hynes responded that Ashland initiated carts for everyone which is why their percentage is higher. Hanover has a service district for about 2,800 homes to which each of those homes are paying a fee for the service. These communities wanted the service and lobbied the Board of Supervisors for it.

Mr. S. Chidsey (M-Hanover) informed the board that a service district is a specific subdivision in Hanover that petitioned to have curbside recycling to which they need 80% of their homeowners to sign up for the service. He added that the petition of that 80% is taken to the Board of Supervisors who approve it for curbside recycling for that subdivision. Typically it is a select group of people who want that service which is why the percentage is higher in Hanover.

### ***Curbside Recycling Outreach Efforts***

Mrs. N. W. Drumheller, CVWMA Public Information Coordinator, reported that the first weeks of July we have had a great exposure with elected officials promoting recycling. In addition the Authority received a great story in the Chesterfield Observer. CVWMA paid for a business profile ad, and told the story of how easy it is to recycle in Chesterfield County. Staff worked with an avid Chesterfield recycler and TFC to promote the ease of curbside recycling. She noted that it was a

great visual about the partnership between CVWMA, TFC Recycling and Chesterfield County. She also added that this publication is published weekly with high circulation rate and is also posted to our CVWMA social media pages. In addition, Mrs. N. W. Drumheller reported that staff continues to work closely with Pam Cooper (Chesterfield) on education with neighborhood groups and new communities.

Mrs. N. W. Drumheller sent a big thank you to Mr. Kevin White (A-Richmond) for reaching out to local neighborhood groups in District 4. Mr. K. White (A-Richmond) was able to secure a spot on neighborhood group meeting agendas for CVWMA staff, as well as Darlene Mallory, with the Clean City Commission with Westover Hills Neighborhood Association, Southampton Citizens Association and Forest Hill Neighborhood Association. She reported that the presentations have been well received and since the groups have been in high curbside recycling participation areas, staff promoted the 95 gallon carts and the Recycling Perks "rewards program". We do need more perks to be solicited in the Richmond area. In addition, the neighborhood groups offered to send out all of our information electronically to everyone on their list serve, to include newsletters and on their websites.

Mrs. N. W. Drumheller alerted the board that Richmond City Councilwoman, Kathy Graziano, has been present at the groups meetings and continues to promote recycling in her district newsletters. She added that Ms. Graziano had high praise for CVWMA and her curbside collection service by TFC Recycling. Ms. Graziano has a 95 gallon cart and she shared with groups how much she liked hers.

Mrs. N. W. Drumheller added that the staff was invited to a filming by City of Richmond PR staff of Mayor Dwight Jones recycling this past Tuesday. She stated that staff will share the video, as soon as it is final. CVWMA is most fortunate to have elected leaders in the City of Richmond and neighborhood groups promoting the importance of recycling.

Mrs. K. Hynes updated the Board on the Curbside Value Partnership. She reminded the board that the Authority had requested 1.5 million dollars to help with cost of the large recycling carts in Richmond and they have come back with an offer of \$350,000.00 as an initial proposal. Mrs. K. Hynes added that even though this is an initial letter, there are still some questions that need to be addressed and next steps. It is not as much as we hoped for, however the Staff is very excited to be one of the initial three cities to be selected. Mrs. K. Hynes noted that they offered some additional dollars for educational outreach, technical assistance, and champion building.

#### **Item No. 7: Municipal Solid Waste (MSW) Program**

Mr. R. Thompson, CVWMA Operations Technician, reported that Staff spent the month of June preparing for the transition of the trash collection program from Allied Waste to County Waste in Ashland, and to CFS in Hopewell. County Waste delivered new carts to the Town of Ashland the weekend of June 28<sup>th</sup> and the blue carts were removed by Allied Waste after the Monday June 30<sup>th</sup> collection. He noted that the biggest issue during the transition in Ashland, was getting new carts delivered to those that did not receive one, as well as removing the blue carts. However, after two weeks, the cart issues are now under control and trash collection is getting back to normal in Ashland.

Mr. R. Thompson also reported that the City of Hopewell started their program with the carts their residents are currently using, and Monday became the trash collection day for everyone in the City. Unfortunately, the number of calls for missed collections is more than expected during the transition. He added that CVWMA received around 60 missed calls during the first week and another 80 calls

this week for misses. In comparison, CVWMA handled 47 missed calls for the entire month of May before the transition. Mr. R. Thompson added that Staff has been working with CFS to get the misses under control and hope to have things settled down in the coming weeks.

Mr. W. Hazzard (M-Hanover) asked what the Authority is doing about the mistakes. Mr. R. Thompson noted that there are penalties in the contract, however, the Authority gave them a break for the first couple of weeks during the transition.

#### **Item No. 10: Operations and Program Statistics**

Mr. R. Nolan mentioned that in Ashland the call volume and nature of calls is not available for June at this time. CVWMA is in the process of implementing a new database and application that has not been set up to do reporting yet. Mr. R. Nolan reported the Program Statistics format will be changing the next fiscal year. He offered for any members of the Board to provide any input into a user friendly format.

Mr. J. Howard (A-Chesterfield) asked where the contract stands with Creative Recycling Solutions. Mr. R. Nolan added that CRS is the current vendor that provides electronic collection, the Authority has a contract with them until 2016 and the company is currently in receivership. CVWMA is watching the situation closely. The company is still in business, and CVWMA still has a contract with them. They are still doing the work, and there has not been any issues with service.

Mr. R. Nolan stated that he will be bringing this situation up in the next TAC meeting, after checking with our legal counsel whether or not the Authority should go develop a procurement ourselves, in the event that CRS closes its doors.

Mr. W. Hazzard (M-Hanover) asked who takes television sets. Mr. R. Nolan said that we are paying CRS \$7 per television set. There are stockpiles of TVs and computers in warehouses throughout the country. Because of high lead content, the recycling of the TV sets is difficult. He added that due to the current financial setbacks with CRS, CVWMA is watching them closely.

Mr. J. Howard (A-Chesterfield) added that there are numerous amount of electronics in the county. Chesterfield alone recycled 240 tons of electronics last fiscal year.

#### **Item No. 12: Technical Advisory Committee Report**

Mr. R. Nolan reported that the TAC met on July 3 and discussed getting ready for hurricane season and the Authority's contracts in place to assist. He plans on sending emergency contacts to the TAC members to have on hand. He added that many of our localities are going to have Pesticide Collection Days through the Department of Agriculture and CVWMA will be passing out forms for them to fill out before the event.

#### **Item No. 13: Public Information**

Mrs. N. W. Drumheller added to what Mr. R. Nolan has already reported, The Virginia Department of Agriculture and Consumer Services (VADACS) has information on its website about the upcoming pesticide collections. She mentioned that these are free for our member jurisdictions and take place every four years. Anyone who wants to properly dispose of pesticides must complete a registration form prior to the collection day. She mentioned that Mr. Jeff Rogers is the point of contact with VADACS.

Mrs. Drumheller informed the Board that everyone should have received their July electronic newsletter, where the staff highlighted the start of Hopewell's curbside recycling collections as well as the James River Regional Cleanup Day on Saturday, September 13<sup>th</sup> that so many of our member jurisdictions participate in each year.

She added that the July 2014 Waste Reduction News included: 4<sup>th</sup> of July to Delay Friday Collections, City of Hopewell's First Curbside Recycling Collection Day is July 2, Volunteers Needed! James River Regional Cleanup Day, Want to Travel GREEN this Summer? Mrs. Drumheller mentioned that the e-newsletter was distributed electronically to over 1,100 email subscribers.

Mrs. Drumheller and staff responded to 33 requests for the month of June and of these requests, 12 were for presentations and 17 were for educational materials. In addition, staff worked three events and a fourth was cancelled due to weather. She also added that staff estimates impacting 2,317 people and distributing 10,080 educational materials, as well as giving all camp participants a frisbee made from recycled plastic.

Mrs. Drumheller reported that calls are down for the month of June compared to May. However, with the implementation of new trash service in Ashland and new trash and recycling service providers in Hopewell, calls were extremely high the first two weeks in July. Call Center representatives answered over 4000 calls during June.

She also reported that the CVWMA website continues to be visited by many each day and the staff continues to see more visits to our news feed page. E-cycling, and collection day pages continue as top favorites along with a great following on social media and not to mention CVWMA is part of several "posts and tweets" daily. She mentioned that 330 emails were added to the curbside email reminder for the month of June.

Mr. R. Whiteman (M-Henrico) asked if Staff has the means to find out all of the Home Owners Associations in the counties/cities that could be sent information asking them to promote recycling at the HOA meetings. Mrs. Drumheller responded that some localities keep a good list of HOAs.

Mr. R. Whiteman (M-Henrico) also asked with all of the multi-unit housing developments going on like West Broad Village how is the Authority promoting recycling in those areas. Mrs. Drumheller responded that in West Broad Village, TFC is the curbside recycling provider, however does not fall under the County's Service Agreement with CVWMA. Anyone that calls-in, CVWMA offers them the drop-off and the vendor's contact information. Mr. R. Whiteman (M-Henrico) asked Mr. M. Kukoski (M-Richmond) if he sees anything on the development side? Mr. M. Kukoski (M-Richmond) added that we need to check with the County because some Counties like Henrico specifically do not offer recycling unless it is on a public street. A lot of the townhouse communities, such as West Broad Village are located on private streets. Mrs. K. Hynes added that the County did not add them to the curbside recycling program.

#### **Item No. 14: Financial Reports for June 2014**

Mr. M. René, CVWMA Finance and Administrative Officer reported that as of June 30, 2014, \$13,256,524 in revenues and \$13,186,009 in expenses had been recorded. This is the preliminary and unaudited financials as some expenses and accruals still need to be recorded. He mentioned that the auditors will be in the office the first week of August. Staff will present the final financial report at the September Board meeting. Staff anticipates at least breaking.



A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico), and carried that the Financial Reports for June 2014 be approved, accepted, and filed as submitted.

#### **Item No. 16: Administrative**

Mrs. K. Hynes mentioned that once the Plan document is final and approved by the DEQ, CVWMA will submit a final Plan to each of the planning district commissions for their files. Mrs. K. Hynes offered to present the Plan update at one of their meetings in the future. She also mentioned that she presented to the Ashland Town Council and Petersburg City Council on their recycling and trash programs. She is going to Colonial Heights in August for an annual update to their Council. Mrs. K. Hynes reminded the Board of the implementation of a new Customer Service Application, as approved in the budget. She stated that the application went live July 1 and some of the bugs are being worked out. Mrs. K. Hynes stated that she is going to the SWANA conference with Mr. R. Nolan the first week in August and will be out of the office most of that week.

#### **Old/New Business**

With no further business to come before the Board, Chairman R. Key opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 10:00 a.m. The motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Burrell (M-New Kent) and carried that the July 18, 2014 Board of Directors' meeting be adjourned.



#### **CERTIFICATE**

I, Robert C. Key, Chairman of the CVWMA certify that the foregoing minutes is a true and correct copy of the minutes of the July 18, 2014, regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held at 9:00 a.m., September 19, 2014. Given under my hand and seal of the CVWMA this 19<sup>th</sup> day of September 2014.

  
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Robert C. Key, Chairman

# RESOLUTION 15-02

A resolution ratifying an emergency contract for the Collection, Transportation and Processing of Used Electronic Equipment between CVWMA and Scott Recycling LLC until such time as a new procurement for the same or similar services can be conducted.

## **THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:**

*WHEREAS*, the report included as Staff Agenda Item No. 5 of the September 2014 Board Agenda outlined the events and correspondence leading to termination of the Contract for Collection, Transportation and Processing of Used Electronic Equipment between CVWMA and Creative Recycling Services Inc.; and

*WHEREAS*, because of such termination, it was necessary to secure another vendor to provide the same or similar services on an emergency basis to meet the immediate needs of participating jurisdictions, until such time as a procurement of a new vendor can be conducted; and

*WHEREAS*, accordingly CVWMA Staff procured services in good faith based on criteria including but not limited to reputation of the company, ability to perform the same or similar services, price for services and compliance with local, state and federal laws and regulations; and

*THEREFORE BE IT RESOLVED*, that this contract was awarded to Scott Recycling LLC for the collection, transportation and processing of used electronic equipment at the two events scheduled in Richmond and Henrico, and

*THEREFORE BE IT RESOLVED*, it is the intent of the CVWMA to rely on Scott Recycling LLC to provide the same or similar services as needed until such time as a new permanent vendor can be retained.

Adopted this 19<sup>th</sup> day of September, 2014



Robert C. Key, Chairman