



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by: [Signature] Date: 3/13/2020
General Manager

DATE: March 13, 2020
 TO: General Manager
 FROM: Senior Engineer and Director of Engineering & Compliance
 SUBJECT: New Scale E Addition

RECOMMENDATION: That the Board adopt Resolution 2020-04 authorizing the General Manager to execute a sole source contract with Quality Scales Unlimited of Byron, California for the procurement and installation of Scale E with an unattended kiosk in an amount not-to-exceed \$260,000.00 (including CA Sales Tax).

BACKGROUND

The District currently has four truck weigh scales that are certified by the State and used for both “inbound” and “outbound” vehicle weighing processes. The scales range in age from 16 years to 27 years. The scales are manufactured, supplied, installed, and maintained by Quality Scales Unlimited. The scale system software is provided by Paradigm.

Tracking the amount of material that is processed and disposed of at MRWMD is a regulatory requirement and both an operational management and financial controls tool. Therefore, all vehicles that arrive at the MRWMD with disposal or recycling loads are weighed on one of the four existing industrial truck scales. The use of the four existing scales is generally characterized as follows:

Table 1 - Scale Current Use Matrix

Scale Name	Install Date	Current Primary Use	Current Secondary Use	Operational Impacts When Secondary Use Occurs
A	Circa 1997	Franchise Garbage Truck Inbound Weights	MRF Recyclables and axle weight computations Outbound Weights	Contract Haulers delayed or cannot use Scale A and instead queue at Scales C and D causing long lines and wait times for all Inbound customers
B	1993	Outbound Weights “Weigh Backs” (establish vehicle tare wt.)	Inbound Weights	Outbound “Weigh Back” line wait time increased
C	1993	Inbound Weights	Inbound Weights (with Contract Haulers when Scale A being used for Outbound Recyclables)	Inbound line backs past 4-way intersection causing delays, traffic safety issues, & blocks right turn lane to M1W
D	2004	Inbound Weights	Inbound Weights (with Contract Haulers when Scale A being used for Outbound Recyclables)	Inbound line backs up past 4-way intersection causing delays, traffic safety issues and blocks right turn lane to M1W

Site tonnages and vehicle counts have increased over the past two years due in part to the new MRF operations and increase in the number of contract vehicles carrying post-MRF residual materials from the Green Waste Recovery’s San Jose recycling facility.

MRF Traffic Increase: Traffic resulting from MRF operations has increased for two reasons. First, being the acceptance of Single Stream Recyclables (SSR) which began in 2015. The SSR materials amount to 45-50 trucks per day, which is a 10% increase in traffic. Second, once sold, outbound sorted commodities such as paper, cardboard and aluminum must be weighed upon exit to record the amount of material sold and to check that the outbound truck meets highway permitted axle weights. This increased the scale traffic by 8-10 trucks per day. However, the time these outbound commodity trucks occupy the scales is significantly different than a typical inbound transaction. A typical inbound transaction at the scale house takes approximately five minutes. The outbound commodity trucks spend at least 15-20 minutes on the scale while they weigh each axle individually and confirm that the shipment meets minimum shipping weight requirements. This extra time on the scale has the impact of adding about 40 trucks to the scale traffic which amounts to another 8% increase in equivalent traffic.

Combined, the SSR and outbound commodity trucks for the MRF has increased the traffic at the scales by approximately 18%. This increase is magnified during peak hours when the inbound customer line extends beyond the 4-way stop intersection and routinely blocks entrance to the right turn lane for M1W employees and visitors. Under longer inbound que lines, access to the left turn lane can also be blocked which in turn delays employees and visitors in accessing the Administration Office or the Last Chance Mercantile/HHW facility.

Increased Traffic Issues: The long customer lines queuing for the scale house back up into the 4-way intersection and the entrance road to M1W. This creates a safety issue when impatient customers cross the double yellow line on Charlie Benson Road and drive into oncoming traffic. Additionally, the long line of inbound customers can block the entrance to the right turn lane for those persons who are trying to get to the neighboring M1W facilities. Both circumstances irritate all site users and can create unsafe conditions.

DISCUSSION

Proposed Improvements: MRWMD staff explored several options and believe that the proposed improvements that make the most functional and economic sense for the District. In order to address the operational deficiencies noted above, and to provide the site capacity to handle increased traffic volumes, Staff recommends that Scale A be replaced and that a new scale, Scale E, be added to the scale facility. The proposed Scale E addition is presented in a separate Staff Report as part of the March Board Meeting Agenda. The proposed improvements will result in changes to how the scales are used, as follows:

Table 1 - Scale Proposed Use Matrix

Scale Name	Proposed Improvement	Benefits	Proposed Primary Use	Proposed Secondary Use
A (Replaced)	Remove existing scale and replace with new multi-axle scale	Shortens time Outbound commodity trucks spend checking axle weights since new scale reads each axle weight simultaneously.	Outbound weights (self-haul and outbound commodity trucks).	Weighmaster's discretion
B	None	Can now be dedicated to processing inbound self-haul customers.	Outbound weights	Weighmaster's discretion
C	None	Can now be dedicated to processing inbound self-haul customers.	Inbound Weights	Weighmaster's discretion
D	None	Can now be dedicated to processing inbound self-haul customers.	Inbound Weights	Weighmaster's discretion
E (New)	Install new underground scale with self service unattended kiosk	Self service kiosk for franchise haulers will allow weighmaster staff to process self-haul customers more efficiently, reduce wait time, keep intersection clear, and speed up franchise hauler route time.	Inbound Franchise haulers and contract waste	Weighmaster's discretion

Sole Source Procurement: The MRWMD scale system operates with the assistance of two contractors, Paradigm Software, LLC (proprietor of scale software) and Quality Scales Unlimited (repairs and maintenance of scale infrastructure). Both contractors have been providing service to the District for over a decade. It does not make financial nor operational sense to select two new contractors for the Scale A replacement when the three other scales would utilize the two existing contractors. Therefore, District Staff recommends the Board approve a sole source procurement from Quality Scales Unlimited for the new Scale E with a Paradigm unattended kiosk improvements. Quality Scales Unlimited would supply and install the Paradigm kiosk system as part of their contract scope of work. The following is a summary of reasons supporting Staff's recommendation for the sole source procurement approach.

Paradigm

- The District has been using various versions of Paradigm's scale software for more than ten years.
- The District recently paid to upgrade to the newest version of Paradigm scale software in 2019
- Paradigm scale software is used extensively by the District to track material weights and generate reports.
- Utilization of any other scale software system would not be compatible with the newest version of Paradigm software and thus, is not feasible to make another selection for Scale E when the other four scales utilize the Paradigm software.

Quality Scales Unlimited

- Quality Scales Unlimited is currently under contract to perform preventative maintenance for the District's four existing scales.
- The manufacturer's warranty states that a 12-year warranty will be provided if the installation contractor is the same as the preventative maintenance contractor. If the installation and maintenance contractors are different, the warranty is reduced to 5 years.
- District Staff is satisfied with the service provided by Quality Scales Unlimited and does not have a desire to change preventative maintenance contractors
- The scale quoted by Quality Scales Unlimited is from the same manufacture as the District's existing scales.
- Utilizing a uniform scale manufacture will provide efficiencies in part compatibility and staff familiarity with system operations making repairs easier to diagnose and resolve.

FINANCIAL IMPACT

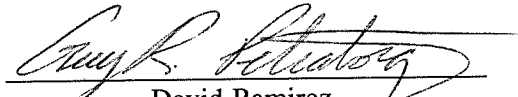
Funds for improvements to the scale facility were included in the FY 2019/2020 capital improvement budget in the amount \$175,000. The approval of the Scale A replacement with a multi-axle scale would use \$150,000 of the budget. Therefore, an adjustment to the approved FY 2019/2020 budget would be necessary to approve the Scale E improvements. Procurement, demo and construction for the proposed new Scale E with the unattended kiosk improvements is estimated at \$260,000 inclusive of a 15% contingency and CA Sales Tax. Thus, a \$235,000 budget adjustment would be necessary given the \$175,000 annual scale budget and an approval of the \$150,000 Scale A replacement project.

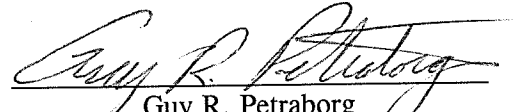
CONCLUSION

The proposed addition of a new Scale E with an unattended Paradigm kiosk system will provide multiple benefits to the District's operations and its customers. The new Scale E improvements will provide a dedicated lane to the routine commercial contract haulers. This will result in reduced customer traffic to Scales C and D and will decrease customer wait times. The new Scale E improvements allow the transition away from using Scale A for the inbound commercial contract haulers and eliminates the traffic safety issues of having inbound traffic using Scale A and interfering the outbound customer traffic.

The sole source procurement and installation by Quality Scales Unlimited will increase warranty coverage from five years to 12 years and will create more efficient repairs and maintenance of the scales since all scales would be similar sourced and of a common manufacturer.

Therefore, staff recommends that the Board of Directors authorize the General Manager to execute a sole source contract with Quality Scales Unlimited of Byron, California for procurement and installation of a new Scale E with a Paradigm unattended kiosk system for an amount not-to-exceed \$260,000.00 (includes CA Sales Tax).


for David Ramirez


Guy R. Petrabor

Attachment

Board of Directors
Monterey Regional Waste Management District

RESOLUTION NO. 2020-04

**A RESOLUTION AUTHORIZING PURCHASE OF A
NEW SCALE E WITH UNATTENDED KIOSK WITHOUT COMPETITIVE BIDDING**

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WHEREAS, the Monterey Regional Waste Management District has a requirement to record the delivery of all disposal and recycling materials delivered daily; and

WHEREAS, the Monterey Regional Waste Management District uses four State certified truck scales and a scale software system to efficiently record weights of each delivered load; and

WHEREAS, the Monterey Regional Waste Management District has had over a decade of service of the four truck scales and the scale software system as provided by Quality Scales Unlimited and Paradigm, respectively; and

WHEREAS, the Monterey Regional Waste Management District desires to obtain equipment compatible with equipment currently owned and in use by the scale system; and

WHEREAS, when competitive bidding would be unavailing, would not produce an advantage and would, therefore, not be in the public interest, such procedure is not required; and

WHEREAS, information has been provided to the Board this date which indicates that by virtue of special or unique equipment specifications, characteristics and attachments, a proposal from Quality Scales Unlimited Inc. best meets the needs of the District and the purchase of similar equipment through competitive bidding would not produce an advantage to the public and would, therefore, not be in the public interest.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Monterey Regional Waste Management District, as follows:

1. That the Board does hereby find that because of special or unique equipment specifications, characteristics and attachments, a proposal from Quality Scales Unlimited Inc. would best meet the needs of the District, and purchase of similar equipment through competitive bidding would not produce an advantage to the public and would, therefore, not be in the public interest.
2. That the Board does hereby authorize the purchase of a new Scale E with unattended kiosk for a for an amount not-to-exceed \$260,000.00 (includes CA Sales Tax) from Quality Scales Unlimited Inc. of Byron, CA.

PASSED AND ADOPTED at a regular meeting by the Board of Directors of the Monterey Regional Waste Management District duly held on March 20, 2020 by the following votes:

AYES:

NOES:

ABSENT:

ATTEST:

Carrie Theis, Chair of the Board

Timothy S. Flanagan
General Manager/Secretary of the Board