



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Award of a Professional Services Agreement (PSA) with LA Compost for Development of a Food Waste Community Composting Program

1. Motion authorizing the City Manager, or a designee, to execute a PSA with LA Compost for the development of a Food Waste Community Composting Program in the amount of \$230,250 for three years.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for October 8, 2024 **calendar**

EXECUTIVE SUMMARY

A PSA for the development of a Food Waste Community Composting Program is required to support a partnership with LA Compost to provide residents and businesses with a community-scale composting program for diverting food waste and organic materials from landfills for local soil enhancement and neighborhood/community development.

This partnership with LA Compost aligns seamlessly with the mandates of Senate Bill 1383 by providing a local solution to diverting food waste from residential generators and transforming it into a valuable soil amendment for our community. The fee for the PSA is \$230,250 for three years.

RECOMMENDATION

Approve a motion authorizing the execution of a PSA with LA Compost for development of a Food Waste Community Composting Program in the amount of \$230,250 for a term of three years.

ANALYSIS

Stringent state legislation requires California cities to substantially reduce organic waste and meet targeted diversion goals. Diverting food waste from landfills is a major component in meeting state requirements while also providing environmental benefits. A proposed PSA with LA Compost will implement a community-scale composting program.

This program will provide a new convenient and accessible option for residents and businesses to recycle food waste and organic materials. LA Compost will develop food scrap drop off and compost hubs at “to be determined” (TBD) locations such as farmers’ markets, multi-unit housing buildings, city parks, and centralized community compost hubs. They will also pilot a community composting program at one multifamily housing building location and provide free educational and resource events to Glendale residents and businesses. The objective descriptions of the program are as follows:

One Food Scrap Drop-off at a Farmers’ Market

Glendale residents will be able to bring their household food scraps to a strategically located farmers' market, where LA Compost staff, along with volunteers, collect, weigh, and transport this material to a nearby park compost hub for processing.

One Park Compost Hub

The creation of a park compost hub capable of processing up to one ton of organic material, such as food scraps, mulch, stable bedding, sawdust, etc., per week is included in the project scope. The park compost hub will have the capacity to host volunteers and facilitate community-based workshops and events. Finished compost will be available for Community Services and Parks operations and for monthly distribution events to Glendale residents.

Two Community Compost Hubs

Potential locations for installing community composting hubs at existing green spaces include community gardens, libraries, churches, and pocket parks. Residents and community members will be able to drop off household food scraps at each of these locations and collect the finished compost. This compost will also be used to regenerate the soils of city green spaces, and community school gardens.

Education and Outreach Events Across the City

Compost LA will be expected to attend an event series providing outreach services at various city events (Earth Day, Cesar Chavez Day, Cruise Night, America Recycles, and the City's Annual Fall Festival). An outreach presence will also occur at programs such as summer camps, school gatherings, etc., to inform additional Glendale residents about the program. LA Compost will ensure that all educational material aligns with the sustainability goals of the City of Glendale and will promote the various composting and food recovery initiatives available to Glendale residents.

Composting Workshops, Backyard Compost Bins and Food Scrap Collection Pails

LA Compost will host and facilitate backyard composting workshops as directed by staff for Glendale residents. Compost bins and food scrap organics pails will be distributed to Glendale residents at these workshops. Virtual workshops will also be coordinated and made available to residents.

One Multifamily Housing Unit Pilot Composting Program

A pilot composting program for one multifamily housing unit in the city, where organics pickup is currently not provided, is included in the project scope. This program represents

a potential solution for supporting multifamily housing composting and waste diversion at the same level as is currently offered to single-family housing. This pilot program will allow food scraps to be preprocessed, or dehydrated onsite, and delivered to a park compost hub for final processing and returned thereafter to the multifamily unit and surrounding residents.

Start-Up & Operations

LA Compost will be responsible for the development and ongoing maintenance of onsite composting, household food scrap drop-off locations, and community educational programming. Additionally, LA Compost will coordinate general site preparations with collaboration and input from Glendale staff and the community.

Consultant Selection

As the sole organization offering this specific portfolio of composting outreach services within the region, LA Compost provides a unique solution that addresses a specific need within our community. The LA Compost program exclusively provides local cradle to grave compost outreach services where household food scraps are received at Glendale collection hubs, dehydrated, decomposed and then used in local gardens and parks. Unlike other composting programs where material is processed at remote composting facilities, under the LA Compost outreach program, the entire lifecycle process occurs locally and with community participation.

LA Compost has already established successful community composting programs in Los Angeles and Pasadena. Expanding this program into Glendale will add to this growing regional network. Staff reviewed the contracts from Los Angeles and Pasadena and performed site visits of facilities within these cities. Staff determined the LA Compost model to be an optimal community composting program for Glendale.

Additional key factors described below support LA Compost as the most suitable provider for our composting needs:

1. Proven Track Record: involvement with the City of Los Angeles demonstrates their capacity to handle large-scale composting projects and their alignment with mandated municipal sustainability goals. The scope and general conditions of the Glendale PSA is in line with LA Compost's agreement with the City of Los Angeles, including performance metrics. Additionally, our proposed partnership builds on a momentum established within the region.
2. Grassroots Connection: partnering with a grassroots organization deeply rooted in Los Angeles ensures a strong understanding of local dynamics and a commitment to community-driven solutions.
3. Experience and Partnerships: LA Compost's history of working with the Sustainability Office, coupled with their extensive programs and partnerships

throughout Los Angeles County, highlights their expertise and ability to collaborate effectively with various stakeholders. Development of decentralized community compost hubs is a model created by this outreach firm.

4. Non-Profit Status: As a non-profit organization, LA Compost is driven to expand sustainable initiatives and contributing to the well-being of the local community.

In partnering with LA Compost, we can significantly advance our city's efforts to reduce greenhouse gas emissions, conserve landfill space, and increase exposure to local sustainability efforts.

STAKEHOLDERS/OUTREACH

Target audiences include single-family and multifamily residents, businesses, property managers, landlords, and students.

Strategic Focus Areas:

- **Education and Awareness:** Provide clear and consistent information about the benefits of composting, how to compost, and the city's composting program.
- **Community Engagement:** Opportunities for community input and feedback. Workshops, demonstrations, and neighborhood events to build relationships and address concerns. LA Compost will provide the following ongoing resources to the community: annual educational workshops, quarterly compost distribution days, small-scale, semi-permanent, multilingual informational signage, weekly staffed community volunteer days for residents and other participants to support compost pile turning and finished compost sifting activities.
- **Compliance and Advocacy:** Clearly communicate program requirements and expectations while providing support and resources to ensure compliance. Advocate for composting as a sustainable practice and encourage community members to become ambassadors for the program.

Outreach Channels:

- **Digital:** Utilize social media, email campaigns, and the city's website to share information, answer questions, and promote composting.
- **Printed Materials:** Distribute informational flyers, brochures, and educational materials through various channels, including libraries, community centers, and local businesses.
- **In-Person Outreach:** Conduct door-to-door outreach, host community events and informational workshops to engage residents and businesses directly.

Additionally, staff will monitor the efficiency of outreach efforts and overall project performance through the collection and analysis of key metrics, data, and performance indicators.

FISCAL IMPACT

The proposed three-year PSA with LA Compost for development of a Food Waste Community Composting Program will cost \$230,250, in which the first year cost of \$52,260 was approved as part of the FY 2024-25 budget. No new appropriation is being requested at this time. The City Council approved funding is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$52,260	43110-5300-PWD-7523-P0000	Refuse Disposal Fund

The funding for the remaining two years will be requested as a part of the annual budget process.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The action being considered does not constitute a “project” within the meaning of the CEQA pursuant to CEQA Guidelines Section 15378(a) as it has no potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company are attached in Exhibit 1, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: Do not approve the PSA with LA Compost for development of a Food Waste Community Composting Program. Composting and waste diversion activities in Glendale will not be improved as planned.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

Hourik Hayrapetian, Sr. Administrative Analyst

Approved by:
Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

1. Campaign Disclosure form/letter