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OFFICE OF THE CITY MANAGER

Ralph E. Dunphy
Commissioner

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To: Robert W. Healy, City Manager

From: Ralph E. Dunphy, Public Works Commissioner

Date: September 22, 1995

Subject: Council Order #22, dated 9/11/95

RE: UPDATE ON RECYCLING FOR SMALL BUSINESSES

The attached chart and its accompanying footnotes indicate the status of recycling plan submission in the Cambridge business community for different business size categories.

It has long been recognized that businesses with small quantities of recyclables and little storage space have more difficulty procuring affordable, convenient recyclables collection service than larger businesses. In order to make recycling more convenient and affordable for small businesses, the City has issued a Request for Proposals (RFP) for a weekly curbside recycling service on behalf of businesses with small amounts of recyclables. Payment for this service would be made directly to the contractor by participating businesses. The payment would be a set price per year as established in the proposal of the winning vendor.

The hope is that by issuing the RFP on behalf of all small businesses in Cambridge, the City will be offering vendors an opportunity to take advantage of economies of scale to provide a more affordably priced service.

All businesses in Cambridge are eligible to subscribe to this service as long as they have less than a set amount of recyclables each week. Businesses are not mandated to use this program, however. They may also recycle with another vendor if they choose.

The proposals are due on September 28, 1995, and it is anticipated that a contract will be awarded in October.



TABLE 1
RECYCLING PLAN SUBMISSION IN THE CAMBRIDGE BUSINESS COMMUNITY

Row Number	Recycling Plan Status	Number of Employees									TOTALS
		NOT AVAIL.	1-9	10 - 19	20 - 49	50 - 99	100 - 249	250 - 499	500-999	1000-6000	
1	Number of Businesses in Cambridge (1)		3133	600	286	115	70	21	14 (2)	13 (2)	4252
2	Businesses that have never submitted a recycling plan	874 (3)									874
Businesses that have submitted recycling plans											
3	Home based businesses (receive free collection under residential contract)		144	2							146
4	Non-profits (Non-profits w/ <50 employees receive free collection under the residential contract)	16 (4)	58	10	15	3	3	1			106
5	Businesses w/ no recyclables or w/ recyclables in quantities less than 5% of their waste stream by weight	44 (4)	318	17	4	1	1				385
6	Businesses w/ recyclables in quantities greater than 5% of their waste stream by weight	79 (4)	482	90	95	34	26	11	1	4	822
7	Businesses w/ recycling services provided by gross lease landlords	624 (5)	953	114	61	35	19	8	2	1	1817
8	Businesses w/ plans pending due to incomplete information	17	59	16	7	2		1			102
TOTALS		1654	2014	249	182	75	49	21	3 (6)	5 (6)	4252

The numbers in parentheses refer to footnotes, which are on the following page.

Footnotes to Table 1

(1) The number of businesses in each size category are five year old data from a 1990 study: "Cutting Waste in Cambridge Institutions: Reducing & Recycling Solid Waste in Businesses and Non-profits," for the Cambridge Advisory Committee on Environmentally Desirable Practices and the City of Cambridge by Mark Corrales. Therefore, the number of businesses in each size category should be considered estimates at best. The total number of businesses counted in Cambridge in the 1990 study was 4019. Current estimates put the total number of businesses at 4252. We don't know which size categories have grown, but we're guessing that the 1 - 9 employee category is the most likely to have grown. So, we added the extra 233 businesses to that category, which in 1990 had 2900 businesses.

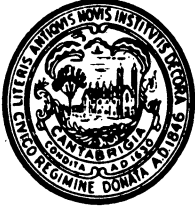
(2) Although it appears that there are 27 businesses with 500-6000 employees in Cambridge, it is not clear that they all still exist, due to downsizing, etc.

(3) There are 874 businesses in Cambridge that have never submitted recycling plans to the City. Except for company name, address and in some cases, phone numbers, we do not have any other information about these businesses. We do not know how many employees they have. However, Table 1 shows that most of the businesses estimated to have 50 or more employees have submitted recycling plans. It is likely that most of the businesses that have not submitted plans have 50 or fewer employees.

(4) Some businesses who submitted plans did not indicate on the plan how many employees they have.

(5) There are many businesses with recycling services provided by gross lease landlords whose number of employees is unknown. In these cases, we have gotten recycling plans from their landlords for the building as a whole, but we have not gotten them from each individual tenant.

(6) Although it appears that only a few of the largest businesses in the City have turned in recycling plans, this is not true. Numerous large businesses, (including Harvard, MIT, Star Market, BB&N, Polaroid and Lotus) are listed in our database under the separate addresses of each of their offices or facilities. Therefore, the plans for each office and facility are counted in smaller size categories.



EXECUTIVE DEPARTMENT
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City Manager

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October 2, 1995

To The Honorable, The City Council:

Please find attached a response to Awaiting Report Item No. 47, regarding an update on recycling for small businesses, received from Public Works Commissioner Ralph E. Dunphy.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
attachment

Consent Agenda #5

5297
Awaiting report item number
forty-seven, regarding an update
on recycling for small businesses.

for original see

1995 City Manager Request

#358.

In City Council October 2, 1995

Placed on file