



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Operations Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	November 14, 2016
SUBJECT/REPORT NO:	Standardization of Public Space Litter Containers (PW16103) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Raffaella Morello 905-546-2424 Extension 3926
SUBMITTED BY:	Betty Matthews-Malone, P.Eng. Director, Operations Division Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That in accordance with the City of Hamilton's Procurement Policy #14 – Standardization, the Glasdon Jubilee™ public space litter container be approved as the standard container for the City's street-side litter collection program in Hamilton's Business Improvement Areas.
- (b) That the General Manager of Public Works, or their designate, be authorized to negotiate all prices, quantities, terms and conditions with an authorized dealer with content acceptable to the General Manager of Public Works.

EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval of the Glasdon Jubilee™ public space litter container as the standard container for the City's street-side litter collection program in Hamilton's Business Improvement Areas. The Waste Collection Section of the Public Works Department is responsible for the City's cleanliness program, which includes the installation, maintenance and emptying of public space litter containers.

This report recommends utilizing the City's Standardization Policy #14 to standardize the purchase of public space litter containers for the City's BIAs. The objective for using this policy is to allow the City to utilize a standard public space container to ensure a uniform appearance for the City's streetscapes, particularly in BIAs and commercial districts.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Public space litter containers are purchased from the Operation Division's Waste Collections capital budget. The draft 2017 capital budget includes an allocation of \$200K for continued phase-in of the Glasdon Jubilee™ litter containers. The operating costs for servicing the litter containers is funded from the Waste Collection Section's annual operating budget.

Staffing: There are no staffing implications. The recommended product meets the City's operational requirements.

Legal: Staff from the Legal Services Division and Corporate Services Section will be consulted to assist with any legal and procurement requirements as applicable.

HISTORICAL BACKGROUND

The Waste Collection Section is responsible for the City's cleanliness program which includes the installation, maintenance and emptying of public space litter containers located along City street-sides. The purpose of this service is to ensure public space litter containers are strategically placed along City streets to promote cleanliness in the City's neighbourhoods. Public space litter containers are mainly located in areas with high pedestrian traffic, including BIAs and commercial districts.

The City has used several types of public space litter containers over the years. These have included open-top concrete litter containers and fluted metal litter containers to collect litter only, and multi-sort public space recycling containers with separate compartments to collect litter, recyclable paper, and recyclable beverage containers. Additional information on litter container styles is included in Appendix A.

Glasdon Jubilee™ litter containers were initially purchased through the City's Request for Tender C11-79-14, which required bidders to provide pricing on three different styles of outdoor public space litter containers. The Glasdon Jubilee™ container offered the most favourable cost (i.e. low bid) out of the four bids submitted.

In 2015, the City introduced Glasdon Jubilee™ litter containers on a trial basis in several BIAs. To date, the Glasdon Jubilee™ litter containers have been installed in the Ancaster BIA, Concession Street BIA, International Village BIA, Locke Street BIA, Main Street West Esplanade, Ottawa Street BIA, Stoney Creek BIA, Westdale Village, and Waterdown BIA.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The City of Hamilton Bylaw #16-070 – Procurement Policy, Policy #14 outlines the methods and requirements to adopt a specific product or service for the City's operations.

The standardization policy meets the Public Works Department's Business Plan to support aligned business planning processes through the use of efficient and cost effective services.

RELEVANT CONSULTATION

The analysis presented in this report was completed in consultation with several groups, including:

- Field staff and Supervisors involved with the City's cleanliness program participated in the review of litter container options to determine the style which offered ease of use and are best-suited for the City's streetscapes.
- Staff consulted with the Procurement Section within the Financial Services Division, Corporate Services Department concerning the procurement implications outlined in this report.
- Staff provided information to the Waste Management Advisory Committee on the proposed style of litter container.
- Staff consulted with the Business Improvement Area Advisory Committee as well as a number of BIA's to obtain their opinions on public space litter container considerations located within Business Improvement Areas and surrounding neighbourhoods.

The Glasdon Jubilee™ containers have been well received by the public and by BIA representatives. The BIA representatives expressed interest in continuing with this style of litter container in their respective area. In particular, they like the style of the container as it provides a coordinated appearance with the streetscape.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The City is proposing to utilize Glasdon Jubilee™ litter containers as the standard container for the City's BIAs. Photographs of the Glasdon Jubilee™ litter container are included in Appendix A. The container offers several benefits which include the following:

- **Durability** – The container offers anti-graffiti and anti-vandalism features which maintains a favourable appearance. It is constructed with durable plastic which does not corrode.
- **Accessibility** – The container has openings on four sides to make it easier to deposit materials inside the container.
- **Operational considerations** – The smaller sized openings prevents large bags of garbage from being deposited inside the container which ensures the container is used for litter collection. The openings are on the sides of the container, rather than the top to reduce snow and rain from entering into the container.

- **Modular capabilities** – The litter container is modular so that it can be converted into a public space recycling container by attaching multiple units together. The container has optional colour-coded openings, labels, and information panels to identify which materials go into each compartment, i.e. garbage, recyclables.
- **Optional attachments** – An ashtray can be attached to the container's lid. This feature is helpful to avoid having to install stand-alone cigarette receptacles along the sidewalk. The City has installed several Gladson Jubilee™ litter containers with the built-in ashtray on a trial basis within several BIAs. These containers have performed well and several BIA representatives have indicated their support with continuing with this type of container for future installations. The optional ashtray is less than the cost of stand-alone cigarette receptacles, which typically cost under \$200. The optional ashtrays would have similar maintenance costs as servicing other cigarette receptacles which are part of the City's cigarette litter prevention program.
- **Style** – The container colours are complementary to the black and gold theme that is currently being used for other street furniture such as light pole bases, bollards, and sign poles in Hamilton's BIAs.

The container offers a stylish and practical solution for areas where high volumes of litter are generated. Pending Council's direction, the Operations Division is planning to phase these containers into the remaining BIAs when the existing litter containers reach their useful lifespan and pending the annual capital budget approval. Once the new Jubilee™ containers are installed, the existing litter containers may be refurbished depending on their condition and installed in other locations.

The City's Procurement Policy #14 specifies the requirements for goods/service standardization. This process assists the City in selecting a product or service that best meets the City's operational requirements. Using Policy #14 for the public space litter container acquisition allows the City to obtain suitable containers to provide a consistent style across the City.

ALTERNATIVES FOR CONSIDERATION

An alternative is to utilize another type of public space litter container for the City's cleanliness program. Staff assessed the performance of the public space litter containers which have been used by the City to determine the type of container which would best meet the City's operational needs. As part of the analysis for this report, staff reviewed various types of litter containers which are available in the marketplace. Based on staff's operational assessment and the results from previous procurement reviews, the cost for other types of outdoor litter containers is substantially greater than the Gladson Jubilee™.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Clean and Green

Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

Built Environment and Infrastructure

Hamilton is supported by state of the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Appendix A – City of Hamilton Public Space Litter Containers