



INDIAN RIVER COUNTY
SOLID WASTE DISPOSAL DISTRICT



BOARD MEMORANDUM

Date: October 5, 2018
To: Jason E. Brown, County Administrator
From: Vincent Burke, P.E., Director of Utility Services
Thru: Himanshu H. Mehta, P.E., Managing Director, Solid Waste Disposal District (SWDD)
Prepared By: Stephanie C. Fonvielle, Recycling Education and Marketing Coordinator, SWDD
Subject: Request Approval for Two Paper Shredding Events in Fiscal Year 2018/19

DESCRIPTION:

For the past two years, SWDD staff has partnered with a locally owned and operated paper shredding company, Southeast Secure Shredding (SESS), to co-host biannual paper shredding events. The events are hosted at SESS's paper shredding facility for a duration of 5 hours, and residents are allowed to bring up to 3 boxes/bags (up to 35 lbs. each) of paper to be shredded and recycled at no charge. Since SESS operates directly out of their facility, they can offer the County a rate of \$800 per event, which is significantly less than their out-of-county competitors whose estimates exceed \$3,200 for a 3-hour event.

The events have been extremely popular with the residents of Indian River County and a cumulative total of over 80,000 lbs of shredded paper has been successfully diverted from the landfill. Based on the success of past paper shredding events, SWDD staff would like to continue sponsoring biannual paper shredding events for Indian River County residents. This fiscal year, SWDD staff would like to host a fall paper shredding event on Saturday, November 17, 2018, and a spring event on Saturday, April 6, 2019. SWDD staff would like to recommend using Southeast Secure Shredding as the designated vendor for these events for \$800 per event, for a total cost of \$1,600.

FUNDING:

Funding for the Paper Shredding Event is available in the SWDD account under Other Contractual Services in the Operating Fund. Operating Funds are derived from SWDD assessment and user fees.

Description	Account Number	Amount
Other Contractual Services	41125534-033490	\$1,600

RECOMMENDATION:

Staff recommends the Solid Waste Disposal District Board authorize the sponsorship of two Residential Paper Shredding Events in fiscal year 2018/19 utilizing Southeast Secure Shredding, for a total cost of \$1,600, and authorize staff to issue a purchase order to Southeast Secure Shredding.