

CITY of OAKLAND

APPLICATION INSTRUCTIONS for a NON-EXCLUSIVE FRANCHISE AGREEMENT for CONSTRUCTION and DEMOLITION DEBRIS COLLECTION

Purpose

This City of Oakland (City) is inviting companies who wish to provide collection, transportation, processing, recycling, and disposal of construction and demolition debris to apply for non-exclusive franchises, which the City may grant to one or more service providers. This document provides background information, and describes the application and submittal requirements, and City review process.

Background

The City, in accordance with the California Integrated Waste Management Act (Act) of 1989, is required to divert 50% of discarded materials from landfills. In March 2006 the Oakland City Council [adopted a Zero Waste Goal by 2020](#), in December 2006 passed a [resolution](#) adopting a [Zero Waste Strategic Plan](#), and in January 2012 adopted a Zero Waste System Design. The Zero Waste System Design includes a Non-Exclusive Franchise system regulating and monitoring construction and demolition debris collection activities in the City.

The [Non-Exclusive Franchise Agreement](#) for construction and demolition debris collection services describes the terms and conditions under which service providers would be required to operate including, but not limited to, performance and operations standards, payment of fees to the City, and reporting of customer, collection and processing facility data to the City.

Application Preparation and Submittal Instructions

To apply for a non-exclusive franchise agreement with the City, granting the right to provide construction and demolition debris collection services in Oakland prepare and submit this application and the application fee in person or by mail to:

City C&D Franchise Manager
Environmental Services Division, OPW
City of Oakland
250 Frank Ogawa Plaza, Suite 5301
Oakland, CA 94612
(510) 238 SAVE (7283)
mgagliardi@oaklandnet.com

Questions

An applicant or prospective applicant may submit written questions to the City regarding the non-exclusive franchise agreement or the application instructions. All questions shall be directed to the City C&D Contract Manager at the contact information identified above.

Non-Exclusive Construction and Demolition Debris Collection Franchise Application Instructions and Requirements



CITY OF OAKLAND

Applicant

Business Name: _____

Form of Business Organization:

Sole Proprietorship Partnership* Corporation**

*includes limited, general, and limited liability partnerships **includes limited liability companies

Primary Contact _____ Title: _____

Phone Number (____) _____ - _____ Email _____

Business Mailing Address _____

City _____ State _____ ZIP _____

Names of Persons Doing Business (as applicable) Under Fictitious Name:

Members of Partnership, Ventures, and LLCs:

Officers of Corporation or Association:

Non-Exclusive Construction and Demolition Debris Collection Franchise Application Instructions and Requirements

Qualification Information:

Names and addresses of the following parties

- All officers, directors, and associates of the applicant
- All persons and entities having, controlling, or being entitled to have or control five percent or more of the ownership of the applicant and the ownership share of same
- Any parent or subsidiary of the applicant and of any other business entity owning or controlling in whole or in part or owned or controlled in whole or in part by the applicant
- Description of the nature of any such parent or subsidiary business entity, including, but not limited to, all similar systems owned or controlled by the applicant, its parent or subsidiary and the areas served thereby

Name	
Address	
City, State, ZIP	
Relationship	
Ownership %	
Description	

Name	
Address	
City, State, ZIP	
Relationship	
Ownership %	
Description	

Name	
Address	
City, State, ZIP	
Relationship	
Ownership %	
Description	

Name	
Address	
City, State, ZIP	
Relationship	
Ownership %	
Description	

Please attach additional entries if needed on a separate sheet.

Proof of Insurance – Attach proof of insurance as specified in Article 10 of the non-exclusive franchise agreement:

Non-Exclusive Construction and Demolition Debris Collection Franchise Application Instructions and Requirements

Litigation, Regulatory Actions, and Liquidated Damages - Describe all past and pending civil, legal, regulatory, and criminal actions now pending or for which judgments were made in the past five years against the applicant, applicant's key personnel, and all subsidiaries owned by applicant that are affiliated with waste collection services. List the amount of liquidated damages, fines, and/or penalties the applicant has paid, the name of the jurisdiction to which such payments were paid, and the event(s) which triggered the damages, fines, or penalties.

Jurisdiction	
Action Type	<input type="checkbox"/> Civil, <input type="checkbox"/> Legal, <input type="checkbox"/> Regulatory, <input type="checkbox"/> Criminal
Defendant	<input type="checkbox"/> Applicant, <input type="checkbox"/> Subsidiaries <input type="checkbox"/> Key Personnel
Penalties	<input type="checkbox"/> Liquidated Damages \$ _____ <input type="checkbox"/> Fines \$ _____ <input type="checkbox"/> Other Penalties \$ _____
Triggering Activity	

Jurisdiction	
Action Type	<input type="checkbox"/> Civil, <input type="checkbox"/> Legal, <input type="checkbox"/> Regulatory, <input type="checkbox"/> Criminal
Defendant	<input type="checkbox"/> Applicant, <input type="checkbox"/> Subsidiaries <input type="checkbox"/> Key Personnel
Penalties	<input type="checkbox"/> Liquidated Damages \$ _____ <input type="checkbox"/> Fines \$ _____ <input type="checkbox"/> Other Penalties \$ _____
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Triggering Activity	

Jurisdiction	
Action Type	<input type="checkbox"/> Civil, <input type="checkbox"/> Legal, <input type="checkbox"/> Regulatory, <input type="checkbox"/> Criminal
Defendant	<input type="checkbox"/> Applicant, <input type="checkbox"/> Subsidiaries <input type="checkbox"/> Key Personnel
Penalties	<input type="checkbox"/> Liquidated Damages \$ _____ <input type="checkbox"/> Fines \$ _____ <input type="checkbox"/> Other Penalties \$ _____
Triggering Activity	

Please attach additional entries, if needed, on a separate sheet.

Non-Exclusive Construction and Demolition Debris Collection Franchise Application Instructions and Requirements

Operations Details

Vehicles – Identify the vehicles reasonably expected to be used to provide service through the term of the non-exclusive franchise agreement.

ID #					
Make					
Model					
Year					
Body Type					
Capacity					
Axles					
License Plate					
Gross Weight					

Please attach additional entries, if needed, on a separate sheet.

Containers - Identify the containers reasonably expected to be used to provide service through the term of the non-exclusive franchise agreement.

Type				
Count				
Size				

Please attach additional entries, if needed, on a separate sheet.

Processing and Disposal Facilities – Identify the facilities, site name(s), addresses(s) and permit(s), certifications and/or regulatory classifications(s) where collector intends to process, recycle, compost, and/or dispose of collected materials.

Facility					
Address					
License					
Salvage					
Recycling					
Disposal					

Please attach additional entries, if needed, on a separate sheet.

Non-Exclusive Construction and Demolition Debris Collection Franchise Application Instructions and Requirements

Hazardous Waste Procedures – Attach a copy of your current handling procedure for hazardous waste placed by generator in the materials collected by the Franchisee. It shall describe:

- Identification and screening procedures;
- Notification plan;
- Disposal plan;
- Employee training program;

Application Fee

In order to be processed, this Application must be accompanied by an application fee in the amount of \$500.00, which shall be in the form of a certified or cashier's check, or money order payable to "City of Oakland", to pay the costs of studying, investigating, and otherwise processing such application, and which shall be in consideration thereof and not returnable or refundable in whole or in part.

Other Supporting Items

Include any other details, statements, information or references pertinent to the subject matter of such application which support your application and will assist staff in reviewing of your application.

City Review

The City will evaluate any and all applications for non-exclusive construction and demolition debris collection franchises as to the qualifications and capabilities of the applicant. During the City's review, the information submitted in the application may be subject to verification. The applicant shall cooperate with the City's review of its application and any request for clarification or additional information. Failure to provide all required application information, and false, inaccurate or misleading information may be grounds for rejection of the application.

Applicant agrees to be bound by the terms of the Non-Exclusive Franchise pending review and execution by the City.

Signature

Name

Title

Date

Address

City, State, ZIP

Oakland Business License Number

City Use Only	Received	Fees Paid	Deposited	Approved	Denied
Staff Name/Date					