

Intergovernmental Agreement

Metro Contract No. 937924

THIS AGREEMENT, entered into and under the provisions of ORS Chapter 190, is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, and the City of Portland, hereinafter referred to as “City”, whose address is 1810 SW 5th Avenue, Suite 710, Portland, Oregon 97201.

In exchange for the promises and other valuable consideration set forth below, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish the responsibilities of the parties in implementing the FY 2022-23 Metro and Local Government Annual Waste Reduction Program.

2. Term. This Agreement is effective July 1, 2022, and remains in effect through June 30, 2023 unless earlier terminated in conformance with this Agreement, or extended by written amendment signed by both parties. Costs for this project may be incurred by the city beginning July 1, 2022.

3. Services Provided and Deliverables. City and Metro will perform the services described in the attached Scope of Work, which is made part of this Agreement by reference, and otherwise fully comply with the provisions in the Scope of Work.

4. Payment for Services. Metro will pay City for Annual Waste Reduction services performed and materials delivered in the maximum sum of SEVEN HUNDRED EIGHTY-THREE THOUSAND ONE HUNDRED SEVENTY-SIX AND NO/100THS DOLLARS (\$783,176.00) in the manner and at the time designated in the Scope of Work. Metro has appropriated sufficient funds to provide the funding required by this Agreement during the current fiscal year. Funding may be subject to budget adjustments in Metro’s discretion at any time during the term of the Agreement. Grant Funds due after June 30 of any given year are subject to funds being appropriated by the Metro Council. The parties must not interpret this Agreement as a pledge of any source of Metro funds, including but not limited to its ad valorem property taxes, the full faith and credit of Metro, nor any other legally available revenues,

Intergovernmental Agreement

taxes or other funds to make the payments described in the Scope of Work. Metro will provide 60 days' written notice to City prior to a budget adjustment that reduces grant funds to the City. If Metro reduces grant funds to the City, the parties will execute an amendment to this Agreement that reduces the City's responsibilities under this Agreement to correspond to Metro's reduction in grant funds.

5. Insurance. City agrees to maintain insurance levels, or self-insurance in accordance with ORS 30.282, for the duration of this Agreement to levels necessary to protect against public body liability as specified in ORS 30.272. City also agrees to maintain for the duration of this Agreement, Workers' Compensation Insurance coverage for all its employees as a self-insured employer, as provided by ORS chapter 656, or disability coverage under its Disability, Retirement and Death Benefits Plan.

6. Indemnification. Subject to the provisions of the Oregon Constitution and Oregon Tort Claims Act, City must indemnify, defend, and hold Metro and Metro's agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney fees, arising out of or in any way connected with, City's performance under this Agreement.

7. Termination. Either party may terminate this Agreement without cause upon giving 90 days' written notice of intent to terminate. Either party may terminate this Agreement with less than 90 days' notice if the other party is in default of this Agreement's terms. In the case of a default, the party alleging the default must give the other party at least 30 days' written notice of the alleged default, with opportunity to cure within the 30-day period. Termination is without prejudice to any obligations or liabilities of either party already accrued before the termination.

8. State Law Constraints. Both parties must comply with the public contracting provisions of ORS chapter 279A, B & C and to the extent those provisions apply, they are incorporated into this Agreement by reference. Specifically, it is a condition of this Contract that all employers working under this Agreement are subject employers that will comply with ORS 656.017.

Intergovernmental Agreement

9. Notices. Legal notice provided under this Agreement shall be by e-mail to the following individuals:

For City:

Donald Olivera
City of Portland
Donald.Oliveira@portlandoregon.gov
1810 SW 5th Avenue, Suite 710
Portland, Oregon 97201

For Metro:

Office of Metro Attorney
Metro
Shane.Abma@oregonmetro.gov
600 NE Grand Avenue
Portland, OR 97232-2736

The following designated Project Managers will conduct informal coordination of this Agreement:

For City:

Stefanus Gunawan
City of Portland
Stefanus.Gunawan@portlandoregon.gov
1810 SW 5th Avenue, Suite 710
Portland, Oregon 97201

For Metro:

Casey Mellnik
Metro
Casey.Mellnik@oregonmetro.gov
600 NE Grand Avenue
Portland, OR 97232-2736

Either party may change the above- designated Project Manager by written notice to the other party.

10. Assignment. This Agreement is binding on each party, its successors, assigns, and legal representatives and may not, under any condition, be assigned or transferred by either party without prior written approval by the other party.

11. Integration. This writing contains the entire Agreement between the parties, and may only be amended by written instrument, signed by both parties.

12. Severability. If a court of competent jurisdiction finds any portion of this Agreement illegal or unenforceable, this Agreement nevertheless remains in full force and effect and the offending provision is stricken.

Intergovernmental Agreement



Metro

600 NE Grand Ave.
Portland, OR 97232-2736

This Agreement is dated as of the last signature date below.

CITY OF PORTLAND

METRO

By: _____

By: _____

Print name and title

Print name and title

Date

Date

Approved as to Form

By: _____
City Attorney

Date: _____

Scope of Work



Metro

600 NE Grand Ave.
Portland, OR 97232-2736

- a) Term: July 1, 2022 to June 30, 2023.
- b) City's responsibilities:
 - 1. Provide to Metro a copy of City's Resolution, Ordinance, or signature of authorized representative approving this Intergovernmental Agreement including all of its attachments.
 - 2. Ensure that by June 30, 2023, the activities specified in this Scope of Work have been completed.
 - 3. Reporting is conducted for each calendar year. On or before January 31, 2023, submit a completed report to Metro's Project Manager demonstrating compliance with this Agreement for activities from January 1 – December 31, 2022.
 - 4. Reporting is conducted for each calendar year. On or before January 31, 2024, submit a completed report to Metro's Project Manager demonstrating compliance with this Agreement for activities from January 1 – December 31, 2023.
- c) Metro Responsibilities:
 - 1. Provide technical assistance to City as necessary to develop, execute, monitor, and evaluate the project.
 - 2. Provide assistance to City on promotional and educational activities.
 - 3. Monitor the general project progress and review as necessary City's accounting records relating to project expenditures.
 - 4. Provide City with any necessary reporting templates.
- d) Budget and Terms of Payment:
 - 1. Upon completion of section (b)(1) of this Scope of Work, Metro will pay City \$783,176.00 in one lump sum. City's billing invoices must include the Metro contract number, City name, remittance address, invoice date, invoice number, and line item invoice amounts for each of the program areas listed in d) 2. below. City must send its billing invoices to Metro Accounts Payable, 600 NE Grand Avenue, Portland, OR 97232-2736 or metroaccountspayable@oregonmetro.gov. The Metro contract number must be referenced in the email subject line. City must submit its billing invoices for goods and services through June 30 to Metro by July 15. Metro will pay City on a Net 30 day basis upon Metro's approval of City's invoice.
 - 2. City must provide services described in this Scope of Work in exchange for the following funding:
 - Per-capita distribution \$664,246.00
Supports overall implementation of Regional Waste Plan Required Activities, general education, state law and cooperatively-implemented priorities of regional concern.
 - Business Food Waste Requirement distribution \$118,930.00
Supports implementation of the Business Food Waste Requirement.
 - Containers \$100,000.00

Scope of Work



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<u>Supplies</u>	<u>\$18,930.00</u>
Total	\$118,930.00

3. City and Metro recognize that the Metro and Local Government Annual Waste Reduction Program is a multi-year program and that future rounds of funding will depend in part on City's performance in implementing program activities during the term of this contract.

This Scope of Work delineates the activities, reporting and associated funding for local governments for fiscal year 2022-23.

FUNDING METHODS AND USE OF FUNDS

The following methods are currently used to calculate funding distributions for this agreement. Funds provided by Metro are to be used solely to implement the activities, programs and services as set forth in this scope of work.

- **Per-capita distributions:** Supports overall implementation of RWP *Required Activities*, general education, state law and cooperatively-implemented priorities of regional concern.
- **Business Food Waste Requirement distribution:** Supports implementation of the *Business Food Waste Requirement* where applicable. Distributed on a per-business technical assistance hours basis plus internal container cost offset for businesses subject to the requirement.

WORK GROUPS

Local governments will continue to actively participate in work groups in order to collaboratively implement programs and activities in the region as appropriate.

COMPLIANCE WITH METRO REGIONAL SERVICE STANDARD

City must demonstrate compliance with Metro Code 5.15 and associated Administrative Rules:

- **Single Family and Multifamily Residential Service Standard** (Metro Code and Administrative Rule 5.15-2000 through 2065)
- **Business Service Standard and Recycling Requirement** (Metro Code and Administrative Rule 5.15-3000 through 3055)
- **Business Food Waste Requirement** (Metro Code and Administrative Rule 5.15-4000 through 4085) See Attachment C
- **General Education Standard** (Metro Code and Administrative Rule 5.15-5000 through 5020)

REQUIRED ACTIVITIES FROM THE 2030 REGIONAL WASTE PLAN 3-YEAR WORK PLAN

2030 RWP Actions: 6.2, 6.3, 6.5, 8.1, 8.5, 9.1, 9.3, 10.1, 10.2, 10.3, 10.5, 10.6, 15.1

The activities listed above are required under one or more of the following:

- Metro Code and administrative rule;
- state law; and

Scope of Work

- cooperative implementation of programs and activities of regional concern.

The requirements are primarily directed at ensuring that the local government provides comprehensive and consistent recycling and garbage services across the region. They include education, information and technical assistance programs for residents and businesses about waste prevention, reuse and recycling and are a condition of funding.

GUIDANCE ACTIVITIES FROM THE 2030 REGIONAL WASTE PLAN 3-YEAR WORK PLAN

2030 RWP Actions: 1.1, 1.3, 5.4, 11.1, 14.4, Goal 17, Goal 18, Goal 19

The above listed goals and actions reflect a collaborative and coordinated approach among Metro, local governments, community-based organizations and private sector service providers. *While they are not required*, Metro and local governments have identified them as priorities.

COMPLIANCE WITH STATE LAW

Local governments are responsible for ensuring their jurisdiction's compliance with state law (ORS 459A and OAR 340-90). Region-wide programs implemented by Metro serve to fulfill some of the minimum obligations under state law. The State has designated Metro as the reporting agency for Clackamas, Multnomah and Washington Counties in their entirety and local jurisdictions must provide data to Metro to assist with this annual reporting responsibility. (See Attachment A)

ANNUAL IMPLEMENTATION PLAN

Local governments are responsible to complete their annual implementation plans, for which the template will be provided by Metro in the format of a Microsoft Excel worksheet, which will accompany this scope of work and be included as Attachment D once completed by local jurisdiction.

REPORTING

Local governments must report on the following. Metro will provide the plan and reporting template.

Reporting Requirement	Format
Demonstrate compliance with Regional Service Standard <ul style="list-style-type: none">➤ Metro Code Chapter 5.15 and Administrative Rule➤ Residential Service: Actions 10.1, 10.2, 10.3, 10.5 and 10.6➤ General Education: Actions 6.2, 6.3, 6.5, 8.1, 8.5, 9.1, 9.3 and 15.1	Excel spreadsheet and Action Status Updates
Business Food Waste Requirement (see Attachment C) <ul style="list-style-type: none">➤ Metro Code Chapter 5.15 and Administrative Rule	FRED quarterly updates

Scope of Work



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➤ Actions 6.5, 8.1 and 10.1	Narrative (as currently reported) Action Status Updates
Business Recycling Requirement Compliance ➤ Metro Code Chapter 5.15 and Administrative Rule	Excel spreadsheet and Action Status Update
Implementation status of required cooperative regional priorities ➤ Actions 6.2, 6.3, 6.5, 8.1, 8.5, 9.1, 9.3, 15.1	Action Status Updates
ReTRAC hauler reports	Annual reporting (Feb) (as currently reported)
Opportunity to Recycle Report (see Attachment A)	DEQ-issued reporting form (as currently reported)
Regional Waste Plan Indicators (see Attachment B): must report if city selects one or more indicators to report on within their annual implementation plan (Attachment D). City should report on any indicator they select in their plan.	RWP Indicators Excel spreadsheet
Guidance Activities (if implemented) ➤ Actions 1.1, 1.3, 5.4, 11.1, 14.4 ➤ Goals 17, 18, 19	Action Status Updates
Individual local government activities (if implemented)	Action Status Updates

Attachment A: State Opportunity to Recycle Requirements

General Requirements		
1. Ensure a place for collection source separated recyclables is located at each permitted disposal site or at a more convenient location.		
2. Cities with a population of 4,000 or more and all cities within the Metro urban growth boundary must provide on-route collection service for source-separated recyclable materials at least once per month for all collection service customers within city limits and the county must provide that service to customers within the urban growth boundary but outside city limits.		
3. The city or county responsible for solid waste management must implement a public education and promotion program that meets the following minimum requirements: <ol style="list-style-type: none"> Provide initial notice to all residential and commercial generators of their opportunity to recycle. Provide a semi-annual notice of the opportunity to recycle, including: materials collected, collection schedule, material preparation instructions, and why recycling is important. Provide educational and promotional materials to local media. Examples would be newspapers, television and radio stations, community groups, neighborhood associations, newsletters, social media, etc. Identify an official contact person for recycling education and promotion in the jurisdiction. Have a procedure for citizen involvement in the city's education and promotion program. This is usually a solid waste advisory committee or contact person. Distribute written recycling information describing how and what to recycle and why it is important to recycle, to disposal site users when site attendants are present. Have posted signs at non-attended disposal sites notifying users of materials accepted and hours of operation 		
Recycling Program Elements		
Program Element	Components Local Governments are responsible for (if implementing) ¹	Metro programs that help fulfill this element
a. Residential Recycling Containers	Ensure provision of at least one durable recycling container of 12 gallons or more	
b. Weekly Residential Curbside Recycling	Ensure provision of recycling service on same day as garbage	
c. Expanded Education & Promotion Program	Provide a recycling education and promotion program that is expanded from the minimum requirements described in the General Requirements	Metro Recycling Information Center (RIC), <i>Ask Metro</i> , Metro website
d. Multi-Family Recycling	Implement collection program & provide educational and promotional information to multifamily residents	Metro RIC, <i>Ask Metro</i> , Metro website
e. Residential Yard Debris and Home Composting	Implement program to collect and compost yard debris and promote home composting	Metro Composting webpage
f. Commercial and Institutional Recycling	Implement program for regular, on-site collection of source-separated recyclables and an education and promotion program	<i>Tools for working</i> on Metro's website; business recycling regional website

¹ Local governments are not required to implement all program elements, but must select which program elements they wish to implement based on the criteria and minimum number of elements required in statute.

Attachment A: State Opportunity to Recycle Requirements

g. Expanded Recycling Drop-Off Depots	Establish additional recycling depots according to formula in Oregon Administrative Rules	
h. Collection Rates as Incentives	Establish collection rates for single family customers according to Oregon Administrative Rules	
i. Commercial & Institutional Composting	Implement a system to collect food waste from commercial and institutional entities, promote the program, and encourage food rescue	<i>Tools for working</i> (Metro website); <i>Food Waste Stops With Me</i> regional website
j. Required Recycling, Large Commercial Generators	Implement a program that requires large commercial generator to source-separate recyclables and provide education and promotion	<i>Tools for working</i> (Metro website); business recycling regional website
k. Residential Food Waste Collection & Composting	Implement a program for on-route collection of food waste from residential customers and provide education and promotion	
l. Construction & Demolition Debris Recovery	Provide waste reduction and reuse education to C&D generators and promote regional program	Enhanced Dry Waste Recovery Program; online <i>Construction Salvage & Recycling toolkit (CSRT)</i> , online <i>Guide to construction salvage and recycling</i>
m. Required Food Waste Collection, Large Non-Residential Generators	Implement a food waste collection program requiring large nonresidential generators to source-separate food waste for recovery and provide education and promotion	Business Food Waste Requirement
Waste Prevention Education and Reuse Elements		
Program Element	Local Government programs	Metro programs
2. General Waste Prevention and Reuse Education and Promotion	AWRP; other waste prevention education and reuse outreach	<i>Ask Metro</i>
3. Residential Waste Prevention Campaign	<i>Eat Smart, Waste Less</i>	Toxics reduction outreach
4. Commercial Waste Prevention Campaign	<i>Food Waste Stops With Me</i>	<i>Food Waste Stops With Me</i>
5. School Education Program	Clackamas County School Programs & Gresham Recycle at School	Youth education programs
6. Funding or Infrastructure Support for Reuse, Repair, Leasing or Sharing Efforts		Investment & Innovation Grants
7. Technical Assistance Program to Promote Reuse, Repair, Leasing or Sharing Efforts	Support and promote repair fairs, tool lending & other repair activities.	Metro RIC and website; Master Recyclers Program
8. Food Rescue Program	Oregon Food Bank partnership, Donation Mapping Tool; and <i>Food Waste Stops With Me</i>	

Attachment B: 2030 Regional Waste Plan (RWP) Indicators Reporting

The RWP indicators represent a new form of reporting to Metro. The indicators aim to shift reporting from output to outcome-focused data that measures impacts at a high level to inform regional policy and track progress toward RWP goals. The definition of desired impacts for certain RWP actions and goals is in progress; hence, the scope and format of some indicators will evolve toward outcomes measurement as recommendations from regional work emerge.

Local governments are invited to contribute to these RWP Indicators and be represented in the annual RWP Progress Reports. This Indicator reporting could involve providing Metro with primary data using a report template as well as assisting Metro in collecting data (through, for instance, providing information or coordinating with haulers). When completing their annual implementation plan, local governments must identify which of the RWP Indicators they will report on through this scope of work, noting their commitment to provide primary data and/or assist Metro in collecting the data. The following table contains a list of RWP Indicators that Metro is prioritizing for the 2022-23 fiscal year. Additionally, Metro anticipates working with cities and counties to coordinate with haulers on DEQ-led contamination studies in Q3-Q4 of calendar year 2022.

Indicator description
Goal 1 Indicator 1: Number and demographics of youth and adults participating in solid waste internship or leadership programs
Goal 1 Indicator 2: Demographics of committee members serving on Metro and local government solid waste advisory boards
Goal 3 Indicator 1: Median wage in the waste management industry by race, ethnicity and gender
Goal 3 Indicator 2: Share of solid waste workforce that is temporary workers
Goal 4: Share of solid waste workforce that is people of color and women
Goal 6 Indicator: Number, geographic location, and demographics of youth reached through education programs
Goal 9: Metro and local government community education and outreach
Goal 10: Tons of illegally dumped waste overall and the most impacted communities
Goal 16: Contamination rates for in-bound and out-bound recyclables at source separated Material Recovery Facilities located in the region (occurs every 3-5 years)
Goal 17: Establishment of Metro, County and City plans that delineate jurisdictional roles in managing disaster debris

- 1) Term: July 1, 2022 to June 30, 2023.
- 2) City's responsibilities. City shall:
 - a) Utilize funding to hire staff, direct staff resources, and/or hire a contractor whose primary responsibilities and duties are to provide technical assistance to subject businesses for implementation of the business food waste requirement in compliance with the minimum standards of Metro Ordinance No 18-1418 and associated Administrative Rules.
 - b) Utilize funding to hire staff and to purchase program-related equipment with funding allocated as described in section d) 2. Above (Scope of Work).
 - c) Local governments will continue to actively participate in work groups in order to collaboratively implement programs and activities in the region as appropriate.
 - d) Utilize the Food Scraps Program Evaluation System developed for this program to collect and report data to Metro to demonstrate compliance with the business food waste requirement and assist with program evaluation.
 - i) Determine business compliance by conducting site visits at 100% of non-participating businesses and 20% of participating businesses subject to the requirement to assure that the required conditions of compliance are met by the end of the applicable implementation period based on the judgment of staff conducting the site visit. City is contracting compliance through the Multnomah County Health Department.
 - ii) On a quarterly basis submit business food waste compliance reports in the agreed upon format.
 - iii) Once a year, provide a companion narrative report within the AWRP reporting template that contains qualitative information including successes and challenges.
 - e) Report annually on expenditures.
 - i) Overall expenditures including local government and Metro funds spent on business food waste assistance program during the fiscal year (July 1, 2022 through June 30, 2023);
 - ii) List of staff who worked on food waste business assistance during the fiscal year (July 1, 2022 through June 30, 2023), their level of full-time equivalent (FTE) work time dedicated to providing technical assistance to businesses subject to the food scraps requirement, total labor hours funded by Metro funds, and total number of businesses served.
 - iii) Establish and describe an auditable accounting method for any labor hours funded by Metro funds (if any). Preserve records for a minimum of five years after the end of the program and allow reasonable access to Metro upon request and as may be deemed necessary by Metro.
 - iv) Provide documentation to demonstrate appropriate expenditure of funds provided for food waste collection containers.
- 3) Metro Responsibilities. Metro will:
 - a) Provide resources and staff time to City to develop, execute, monitor, and evaluate the

program.

- b) Monitor general progress and review as necessary.
- c) Convene and facilitate the work groups or committees involved in program implementation.
- d) Analyze data from business food waste compliance reports submitted by jurisdictions on a quarterly and annual basis and provide quarterly reports to City that include graphical and numerical summaries of the compliance and performance data.
- e) Report to Metro Council annually through the 2030 Regional Waste Plan Progress Report on progress towards program goals.

Attachment D: Annual Implementation Plan

Key for 3-Year work plan activities: G = Guidance, R = Required

R or G	RWP Action	Action Description	Fiscal Year 2022-23 AWRP Implementation Plans
G	1.3	Partner with organizations to engage youth in leadership opportunities for social, economic and environmental issues related to garbage and recycling.	We will be continuing our partnership with SAGE on climate education and careers. We will be working with Portland Public Schools to double the number of events for this coming school year and add more long-term objectives with the schools and teachers that culminate into the fairs after the curriculum is complete.
G	5.4	Advocate for product stewardship legislation and other policy approaches that can achieve the greatest reduction in environmental and human health impacts from products and packaging made, used or disposed in the region.	We will stay informed of developments and rulemaking related to implementation of SB 582 through the Solid Waste Directors group and tracking the progress of the Recycling Council and other DEQ technical advisory groups.
R	6.2	Provide culturally responsive community education and assistance about the connections between consumer products, people and nature.	Building on work done in Community Designed Master Recycler classes, BPS will create a plan for quarterly check-ins with the Master Recycler program lead and organizations to support outreach and events. BPS will identify community events that reach culturally specific audiences (i.e. Welcoming Week, Festival of Nations, Indigenous Marketplaces), providing support and resources about garbage, recycling, compost and waste reduction. BPS will partner with the Master Recycler program to support various key partners. Portland may not lead all relationships but will collaborate (as post charrette planning aligns), for reaching community in Portland. Recently released BPS Equity Toolkit will serve as guide for this and additional intentional work with culturally specific organizations and chambers of commerce (reaching business audience). Utilize the BPS Language Access Guide for Translation and Interpretation services.
R	6.3	Provide and increase accessibility to education and tools to help residents and businesses reduce their use of the single-use products with the greatest negative environmental impacts.	<p><u>BUSINESS/COMMERCIAL</u> Partner with Mult CO Health Inspector Pilot to engage restaurants around food scraps. Design brochure around all business requirements, foam ban, containers in ROW, City reqs, etc.</p> <p><u>MULTI-FAMILY</u> Partner with Trash for Peace to engage residents of multifamily residences to sow and foster relationships and to understand the barriers and find a collective solution that benefits the residents.</p> <p><u>RESIDENTS</u></p>

Attachment D: Annual Implementation Plan

			<p>Continue to advocate the "Bring Your Bag" campaign that has existed since 2011.</p> <p>*NOTE: During the Charrette, we collectively as a group (local jurisdictions and Metro) decided to not have this line item as a priority for any local jurisdictions in FY22/23.</p>
R	6.5	Assist households and businesses in the adoption of practices that prevent the wasting of food and other high-impact materials.	<p>Continue to participate in the Pacific Coast Food Waste Commitment. We will educate businesses on food waste prevention during implementation of the business food waste requirement. Support Food Waste Stops With Me through regional collaboration, including participating in the Communications Planning Project. We are exploring a focused project on culturally specific grocers as identified in Donation Learning Group conversations with Oregon Food Bank and regional outreach staff - using our on-site food scrap requirement engagement time with these grocers to gather information on what their current practices are and where we can support them and their communities on food rescue and donation practices. We will be identifying new opportunities through the Culturally Responsive Outreach and Education work group, such as partnering with CBOs to explore ideas for a campaign targeting food waste prevention/donation/regional food scrap requirement focused on small Latino businesses. BPS will expand the Eat Smart Waste Less audience and opportunities beyond tabling and adjust messages to resonate with target audiences. We will continue to partner with PSU on research on preventing food waste.</p>
R	8.1	Support efforts to ensure that surplus edible food desired by agencies serving communities experiencing hunger in the region is made available to them.	<p>BPS will promote food donation through implementation of the food scraps mandate. We will expand relationships with food rescue agencies to better understand their needs regarding potential donors and increase our understanding of the opportunities for donation in culturally specific grocery stores.</p> <p>We will continue to work with the Oregon Food Bank and regional jurisdictions on enhancing local efforts, including a donation learning group for sharing emerging app-based technology including: Waste Not Food Taxi, Too Good To Go and Food Rescue Hero.</p>
R	8.5	Invest in neighborhood-scale reuse and repair services and infrastructure.	<p>Research partnerships with for-profit and non-profit organizations to leverage community spaces (such as ADX Portland) to advance reuse opportunities. Explore opportunities to bring Resourceful PDX to wider audience.</p> <p>Advance reuse and repair services and infrastructure through Reuse Collective. Continue to promote Repair PDX via marketing and promotion.</p>
R	9.1	Provide culturally responsive education and assistance for garbage, recycling and reuse services to residents and businesses.	<p>BPS will complete a redesign of all print materials (brochures, posters, stickers) to align with multifamily decals. All Garbage & Recycling webpages will be available in top 4 languages in addition to English (Spanish, Vietnamese, Simplified Chinese, Russian). We will build on our yearly campaign directed at small and culturally specific businesses to better inform them of</p>

Attachment D: Annual Implementation Plan

			how to get the best out of their garbage and recycling system. This campaign includes paid advertising through small business support organizations, culturally specific chambers, and other community partners. We produce copy for them to share to their membership through E-Newsletters, web ads, blogs, presentations, etc. This year we plan to expand the number of organizations we work with and include more in-person and online presentation and Q&A opportunities.
R	9.3	Ensure that community education and volunteer development courses, such as Master Recycler, are relevant, accessible and culturally responsive to all communities.	BPS will use our recently released Equity Toolkit as guide for our community education work as well as our additional intentional work with Culturally specific organizations and chambers of commerce.
R	10.1	Provide comprehensive collection services and supporting education and assistance for source-separated recyclables, source separated food scraps and garbage, in compliance with state, regional and local requirements, including the Regional Service Standard, Business Recycling Requirement and Business Food Waste Requirement in Metro Code.	BPS will provide proactive, phone and in-person notification and assistance for businesses during implementation of the business food waste requirements. We will continue to send reminder notifications to these businesses. We will refresh our notification of business recycling requirements to businesses through haulers and conduction outreach through community and business organizations about these requirements.
R	10.2	Implement minimum service levels or performance standards for all collected materials for multifamily and commercial tenants	BPS will coordinate with Metro and other jurisdictions to notify property managers about minimum service standards according to the Regional Service Standards. We will send notification to property managers, January 1, 2023 and give one year before enforcement begins, January 1, 2024. We will develop a database to track and monitor service levels at multifamily properties and work with contractor and staff to enter service level information into the database for compliance monitoring.
R	10.3	Implement regional standards for collection container colors, signage and other related informational materials for single-family, multifamily and commercial services.	BPS will be changing the glass bin color to orange during our residential administrative rule update planned for Fall 2022. Our compliance staff will work with haulers and property managers to ensure all container and signage requirements are adhered to.
R	10.5	Provide regularly occurring bulky waste collection service, with particular	BPS will continue to have staff participate in Metro's Bulky Waste Task Force. We will provide support to non-profit organizations serving low-income multi-family properties to assist with bulky waste collection at their properties.

Attachment D: Annual Implementation Plan

		emphasis on multifamily communities and lower-income households.	
R	10.6	Establish standards for collection areas for existing and newly constructed multifamily properties to ensure residents have adequate access to garbage, recyclables and food scraps collection containers.	BPS staff will continue to participate in the local-government led regional planning group for action 10.6. Staff estimate that they will commit at least 60 staff hours to this work group in the next year.
G	14.4	Implement a low-income rate assistance program for residential collection services.	New waste policy and planning coordinator will develop a Hardship Assistance program, learning from the example set by Washington County's program
R	15.1	Implement regionally consistent contamination reduction efforts to improve material quality, including education, sorting instructions, collection equipment changes, and customer feedback methods.	<p>Coordinate and track Master Recycler kit usage in various communities at non-BPS events. Work with Community-center design classes to intentionally collaborate with communities that have not been engaged previously.</p> <p>Promote Recycle Or Not (RoN) thru kits, ads, curbsider, general outreach and ensure message and language are translated into Spanish content. Additionally, haulers are required to send "Recycling Services" for commercial/business/multi-family accounts.</p>
G	Goal 17	Effectively coordinate public and private partners in planning for the impact of disasters on the solid waste system.	BPS staff will continue to participate in the Disaster Preparedness work group. Contributing at least 24 staff hours to this work.
G	Goal 18	Ensure routine garbage and recycling collection, processing, transport and disposal operations can be restored quickly following a system disruption.	We will continue to work on our COOP planning and ensure our staff are familiar with the plans to continue service following a system disruption.
G	Goal 19	Plan disaster debris response operations to expedite the clearance and removal of debris, making the best use of locally-based services and materials and maximizing recovery.	BPS staff will continue to participate in the Disaster Preparedness work group. Contributing at least 24 staff hours to this work. Additionally, we will be working with other City bureau's to become more familiar with the City's disaster debris management plan.