



April 1, 2020

BY EMAIL/1<sup>st</sup> CLASS MAIL

SBWMA Member Agencies  
(See Attachment A for addresses)

Re: Suspension of Bulky Item Collection Program Due To COVID-19

Dear Colleagues:

The purpose of this letter is to provide formal written notice that, effective March 30, 2020, Recology San Mateo County (RSMC) has suspended Bulky Item Collection Service for all SBWMA jurisdictions, due to coronavirus-related health concerns. RSMC verbally notified the SBWMA Board of this step on March 26, and there was consensus among the Board that it was prudent in light of the ongoing pandemic.

The main reason for this action is to minimize the risk of Recology employees being exposed to the coronavirus while handling Bulky Items or interacting with customers while performing Bulky Item Collection services. Even with PPE and social distancing, these activities are risky. At a time when there are reports of COVID-19 cases among other non-medical employees performing essential services (such as police officers, bus drivers and TSA workers), we believe this step is necessary to protect the safety of Recology personnel. Part of the concern is that, if a Bulky Item Collection driver were infected, he or she could inadvertently spread the virus to other Recology personnel, such as solid waste collection drivers or the mechanics who keep Recology's fleet of vehicles in working order, thereby jeopardizing the essential services currently being provided to customers.

We have contacted all customers who were scheduled for Bulky Item Collections over the next 2 weeks (about 300) and let them know that we are temporarily suspending the program during the COVID-19 crisis. These customers have been put on a priority list and will be contacted when the program is reinstated.

Consistent with state and local health orders and guidelines, we have also closed our local office at 225 Shoreway Road to walk-in customers, and suspended in-person public education and outreach activities, including community presentations, waste audits, site assessments, and tote bag distributions. As mentioned in my March 13 email, our customer service center is still fully operational, and customers can pay their bills online, by phone, by mail, or by dropping off payments through the mail slot at our office.

We expect the above measures to continue until at least May 3, 2020. The actual period may be longer or shorter, depending on the local health situation. We will resume these activities as soon

as it is safe and legal to do so. To the extent any of these measures constitute non-performance of contractual obligations, we believe those obligations are excused under the "Excuse From Performance" section (§14.09) of the Franchise Agreements between each Member Agency and RSMC.

Thank you for your patience and understanding during this unprecedented time. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Kelly", with a stylized flourish at the end.

Mike Kelly  
General Manager  
Recology San Mateo County

cc: Joe La Mariana, SBWMA Executive Director  
Jean Savaree, SBWMA Attorney

Attachment A

NOTICE ADDRESSES PER FRANCHISE AGREEMENTS

Town of Atherton  
Attn: City Manager  
91 Ashfield Road  
Atherton, CA 94027

City of San Carlos  
Attn: City Manager  
600 Elm Street  
San Carlos, CA 94070

City of Belmont  
Attn: City Manager  
One Twin Pines Lane  
Belmont, CA 94002

City of San Mateo  
Attn: City Manager  
330 West 20<sup>th</sup> Ave.  
San Mateo, CA 94403

City of Burlingame  
Attn: Finance Director  
501 Primrose Road  
Burlingame, CA 94010

County of San Mateo  
Attn: Director of Public Works  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA. 94063

City of East Palo Alto  
Attn: City Manager  
2415 University Avenue  
East Palo Alto, CA 94303

West Bay Sanitary District  
Attn: District Manager  
500 Laurel Street  
Menlo Park, CA 94025

City of Foster City  
Attn: City Clerk  
610 Foster City Blvd.  
Foster City, CA 94404

Town of Hillsborough  
Attn: City Manager  
1600 Floribunda Ave.  
Hillsborough, CA 94010

City of Menlo Park  
Attn: Engineering Services Manager  
701 Laurel Street  
Menlo Park, CA 94025

City of Redwood City  
Attn: City Manager  
P.O. Box 391  
1017 Middlefield Road  
Redwood City, CA 94063