

Memorandum

To: President, Board of Trustees
CC: Clerk, Anna Paul, Robert Kosin
From: Mike Harrington
Date: 1/24/2014
Re: E-cycling Bin Proposal

The Heritage and Environs Committee (HEC) is proposing that an “E-cycling” bin be located on the grounds of the village hall for the purpose of collecting old electronics for recycling. Universal Recycling Technologies (URT), a certified e-waste recycler, will make a bin available at no cost. Examples of e-waste include televisions, monitors, laptops, cell phones, printers, copiers, radios, and fax machines, among others.

An E-cycling bin creates a convenient solution for residents to dispose of unwanted electronics while preventing e-waste, which can contain a variety of potentially toxic contaminants, from being dumped in landfills or on the side of village roads. Moreover, recycling of e-waste provides for the reuse of metals, plastics and glass and helps conserve natural resources and save energy.

URT provides the E-cycling bin free of charge and periodically empties or swaps out the bin when full. The village is responsible for locking/unlocking the bin in the evening/morning and for helping promote its availability to residents. URT requires a one year service agreement with a 60 day out clause. The HEC’s goal for usage of the bin would be to have it $\frac{3}{4}$ full every two months.

The HEC hereby requests that the Board of Trustees of the Village of Barrington Hills approve the addition of a URT E-cycling bin on the village grounds for the recycling of electronics.

Collection Container Agreement

Universal Recycling Technologies (“URT”) and its partner Village of Barrington Hills (“Partner”) desire to establish a collection and consolidation initiative focused on collection of electronic waste (E-Waste) effective beginning December 3, 2013. The purpose of this agreement is to establish parameters for the collection, handling and consolidation of E-Waste at Partner’s facilities and transport to URT facilities for responsible recycling.

URT DESCRIPTION OF SERVICE

1. Collection Containers and Marketing Materials:
 - 1.1. URT shall provide Partner with URT containers, as described in Addendum A – Container Specifications, for collection of e-waste materials at partner’s location(s).
 - 1.2. URT shall provide Partner with marketing materials to promote the E-Waste collection program at partner’s location(s).
2. Handling of Electronics Waste Loads:
 - 2.1. URT shall respond to request(s) for pick-up transportation from Partner within normal business hours of operation and accommodate pick-up requests in accordance to URT inbound scheduling dynamics.
 - 2.2. URT shall inspect the shipment prior to acceptance of an E-Waste load to confirm that the correct materials have been received.
3. Processing of E-Waste Loads:
 - 3.1. URT shall recycle all non-hazardous acceptable materials received or collected under this Collection Container Agreement using standard methods approved in the industry.
 - 3.2. URT shall ensure that all final wastes and hazardous materials resulting from the recycling process are disposed in accordance with all applicable laws, rules, regulations, orders, and ordinances, as they may be amended from time to time.
 - 3.3. URT shall have the right to sell into global markets any commodities generated from E-Waste materials. Any such sale by URT shall conform both to the export control laws and regulations of the United States and to the import laws of the receiving countries.

OBLIGATIONS OF PARTNER

1. Partner shall provide secure collection location(s) for placement of collection containers deemed agreeable by both URT and Partner. Collection locations shall be identified in Addendum B – Partner Details. Collection locations shall be operated in accordance to all local and state laws.
2. Partner acknowledges that it has complied with all necessary local permits and/or ordinances to allow container to be placed on Partner’s property.
3. Partner agrees to monitor container usage during normal business hours to prevent damage, theft, or drop off of non-acceptable material as listed in section 2.3. Partner agrees that it will provide reasonable care to prevent collected equipment from being removed from container by anyone other than URT.
4. Partner agrees to ensure the container is locked during non-business hours.
5. Partner agrees that all equipment received from consumers or other approved sources will remain part of this collection agreement and will not be segregated to be sent to another party, processed or used in any way.
6. Partner agrees to allow URT to be listed as the service provider/recycler for the address in which the container is placed and allows URT to register their site as a URT E-Waste collection location.
7. Partner shall promote the E-Waste collection program at the collection location, to the surrounding community, and work cooperatively with URT’s Marketing & Communications Department in support of promotional and educational opportunities.
8. Partner will provide URT with reasonable access during normal business hours to the Partner’s facility for the purposes of collecting and transporting E-Waste.

- 9. Partner shall coordinate all pick-ups and inbound loads with URT designated point of contact at least 5 business days prior to scheduled pick-up or drop off request. All pick-up and receiving acknowledgements are subject to schedule loading dynamics.

TERMS & CONDITIONS

- 1. Terms of Collection and Consolidation Services Agreement shall remain in place until December 3, 2014, and shall continue in effect from year to year thereafter. However, URT or Partner may terminate this agreement with 60 day written notice at any time during the course of the agreement.
- 2. Both parties agree to assign a point of contact to conduct all ongoing communications and transactions.
- 3. Indemnification:
 - 3.1 Partner agrees to indemnify, defend and hold URT harmless from and against any and all liability (including reasonable attorney’s fees) which URT may be responsible for or pay out as a result of bodily injuries (including death), property damage, or any violation or alleged violation of law, to the extent caused by Partner’s use, storage or management of regulated or non-regulated electronic devices prior to URT’s receipt of the same from Partner, specifically including but not limited to Partner’s placement in or use of Hazardous Waste in boxes and pallets for the storage of regulated and non-regulated electronic devices.
- 4. This Agreement will be governed by the laws of the State of Wisconsin, and are binding on the successors and assigns of both parties. The indemnification made by each party will survive termination of this Agreement.

Acceptance:

IN WITNESS WHEREOF, the Parties hereto have executed Collection Container Agreement intending to be bound thereby on the day and year the contract is fully executed.

**UNIVERSAL RECYCLING TECHNOLOGIES, LLC
("URT")**

**VILLAGE OF BARRINGTON HILLS
"PARTNER")**

By: Tish Powell
 Title: Market Area Manager - Illinois
 Date: _____
 Signature: _____

By: _____
 Title: _____
 Date: _____
 Signature: _____

Addendum A: Container Specifications – Container Program

1. URT will provide an enclosed storage container for end of life electronics collection.
2. Containers shall be constructed of steel and generally weather proof.
3. Containers will have doors that close and lock to secure collected materials during Partner’s non-collection hours.
4. URT will provide Partner with a lock and key for each collection container.

Addendum B: Partner Details

PRIMARY CONTACT	
Name:	
Address:	
Phone Number:	
Email:	
COLLECTION SITE & CONTACT	
Site Address:	
Contact Name:	
Contact Phone Number:	
Contact E-Mail:	
Days/Hours of Operation For Public Drop Off:	
Days/Hours of Operation For Scheduling/Trucks:	
INVOICING CONTACT	
Name:	Same
Address:	
Phone Number:	
Email:	

MARKETING CONTACT

Contact Name:

Contact Number:

Contact E-Mail:

GENERAL PUBLIC INFORMATION

Web Address:

Facebook Page:

Twitter Account:

Toll-Free Number:

COLLECTION CONTAINER PRICING PROPOSAL

Item Category	Material Specifications	Charges	Rebates
IL Covered Electronic Devices	TV's (complete)	\$0.00/lb.	\$0 .00/lb.
	Monitors (complete)	\$0.00 /lb.	\$0.00/lb.
	Printers	\$0 .00/lb.	\$0.00/lb.
	CPU's, laptops, notebooks, tablets & desktops (complete)	\$0.00/lb.	\$0.00/lb.
	Electronic Keyboards		
	Facsimile Machines		
	Videocassette Recorders		
	Portable Digital Music Players		
	Digital Video Disc Players		
	Video Game Consoles		
	Small Scale Servers	\$0.00/lb.	\$0.00/lb.
	Scanners		
	Electronic Mice		
	Digital Converter Boxes		
Cable Receivers			
Satellite Receivers			
Digital Video Disc Recorders			
IL Eligible Electronic Devices Non-Regulated Electronic Devices	Cell Phones, Portable Digital Assistant (PDA's), Computer Cable, Zip Drives		
	Consumer electronics	\$0.00 /lb.	\$0 .00/lb.
Logistics	Transportation	\$0 .00/lb.	\$0 .00/lb.

DATE: November 25, 2013

PROVIDED BY: Tish Powell, Market Area Manager – IL

Pricing proposal will expire 30 days from date of offer unless acknowledged and accepted by both parties by signature in a formal service agreement.



www.UniversalRecyclers.com

