



AGENDA MEMORANDUM

CONTACT: CLIF CUSTER

SUBJECT: SOLID WASTE SERVICES RFP RESPONSE

SUMMARY:

As a result of the Request for Proposal advertised in March of 2023 for Solid Waste Services, the City of Richwood received two responses. One response being from Waste Connections and the second response being from AmeriWaste.

BACKGROUND INFORMATION:

The City of Richwood was required to put our current Solid Waste Service Contract out for bid due to the maturing of the current service contract with Waste Connections.

ISSUE:

The RFP requests:

5.7 TAB C – Pricing and Fees

- 5.7.1 The proposals shall provide a breakdown of all potential costs for once-a-week residential refuse pickup, once a month residential heavy trash pickup, and twice a month residential recycling pickup. (i.e., applicable hourly rates, training, travel and per diem, etc.). Please include a pricing alternate for twice a week residential refuse pickup and weekly recycling pickup. This includes, but is not limited to, additional pick-up days per week.

Richwood has no disqualifying criteria within the RFP language for contractors opting not to submit bids for service frequencies requested in section 5.7 of the RFP. The proposals submitted as a response to the current RFP are the options for Council to choose from. If Council wishes not to proceed with awarding the service contract to either of the contractors responding to this RFP, the service must go out for “rebid”.

FISCAL IMPACT:

Provided within the contractor’s responses to the RFP.

RECOMMENDATION:

Being that bids submitted in response to this RFP have immediate fiscal impacts to Richwood residents, it is staff’s recommendation that Council review the proposal submittals and score them accordingly based on the preselected criteria stated in section 6.1 of the RFP.

- 6.1 City staff shall recommend an evaluation committee which will be used to evaluate all proposals. The City will evaluate all proposals based on the following criteria:
 - 6.1.1 **Qualifications – 25 pts**
 - 6.1.2 **Experience – 25 pts**
 - 6.1.3 **Project Methodology – 20 pts**
 - 6.1.4 **Pricing and Fees– 20 pts**
 - 6.1.5 **References – 10 pts**

Evaluation sheets are provided for Council members. Please submit the completed evaluation sheets to Kirsten Garcia by May 12th at noon latest so they can be included in the published agenda for the May meeting.