



County of Mendocino

Request for Proposal Residential and Commercial Garbage, Recyclable Material and Organic Waste Collection Franchise Area No. 2

**Mandatory Pre-Proposal Virtual Conference
February 12, 2021
2:00 p.m.**



Welcome and Introductions

Section 1 – Introduction to RFP Documents

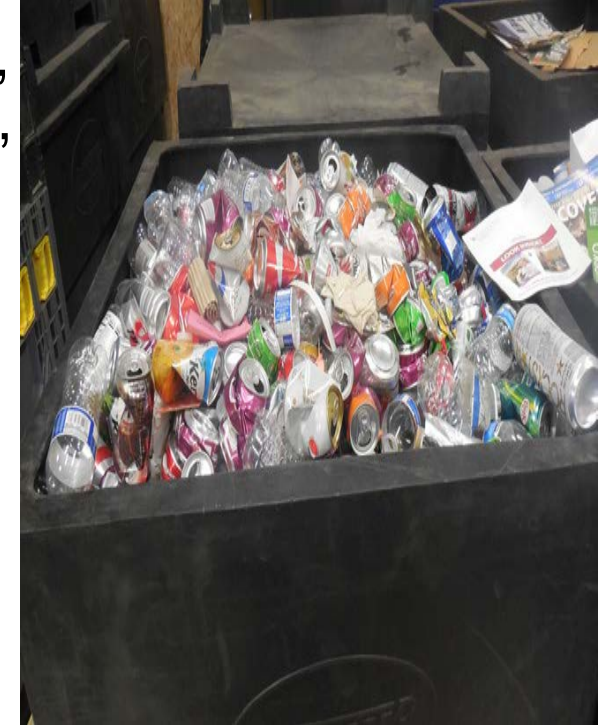
- Mendocino County is soliciting proposals from Vendors with demonstrated experience and qualifications in providing collection services for Garbage, Recyclable Materials and Organic Waste in Franchise Area No. 2
- Two zones (Coastal and Inland) being bid together and separately
- Services to begin on July 1, 2021
- Services to be provided in the most effective and economical way that provide the best value to the County and its residents and businesses.

Procurement Schedule

Procurement Schedule	
Activity	Date
RFP Released	January 26, 2021
Mandatory Pre-Proposal Video Conference	February 12, 2021, 2 pm
Last Day to Submit Questions	February 26, 2021, 4 pm
Proposals Due	March 12, 2021, 2 pm
Interview Qualified Vendors	March 15, 2021
Present Evaluations Results to County Board of Supervisors	March 23, 2021
Finalize New Agreement for County Board of Supervisors Approval	April 6, 2021
County Board of Supervisors Award of Agreement	April 20, 2021
Vendor Payment of Proposal Development Fee	May 20, 2021
Start Collection Services	July 1, 2021

Goals of Procurement

- Ensure compliance with solid waste legislation including AB 341, AB 876, AB 901, AB 939, AB 1594, AB 1826, SB 1016, SB 1669, and SB 1383
- Ensure compliance with Mendocino County Code Title 9A
- Enhance food waste collection in compliance with AB 1826 and SB 1383
- Anticipate and flexibly accommodate future statutory changes
- Maintain a high level of customer service for the least possible and reasonable cost
- Minimize service disruption through a smooth transition period, if a franchise agreement is negotiated with a new provider
- Utilize new technologies and/or methodologies to reduce the County's contribution to greenhouse gas emissions/climate change
- Retain all other provisions of the franchise agreement



Summary of Requested Services

- **Single Family Dwelling (SFD) Services**

- Weekly collection of Garbage, with 20-, 32-, 64- and 96-Gallon carts; or
- Every Other Week (EOW) collection of Garbage, with 64- and 96-Gallon carts;
- Weekly collection of Recyclable Materials, with 96-Gallon carts;
- Weekly collection of Organic Waste, with 64-, and 96-gallon carts; and,
- Curbside Holiday Tree collection from December 26 through the second Friday in January.

- **Multi Family Dwelling (MFD) and Commercial Services**

- A minimum of weekly collection of Garbage;
- A minimum of weekly collection of Recyclable Materials;
- A minimum of weekly collection of Organic Waste (Yard Waste and Food Waste); and,
- Curbside Holiday Tree collection between December 26 through the third Friday in January.



Summary of Requested Services – Cont.

- **Additional Services**

- Roll-Off Container Services
- Public Litter and Recycling Material Containers service in the unincorporated communities of Mendocino and Hopland
- Edible Food Recovery Support
- Education and Outreach Program
- Local Customer Service Center

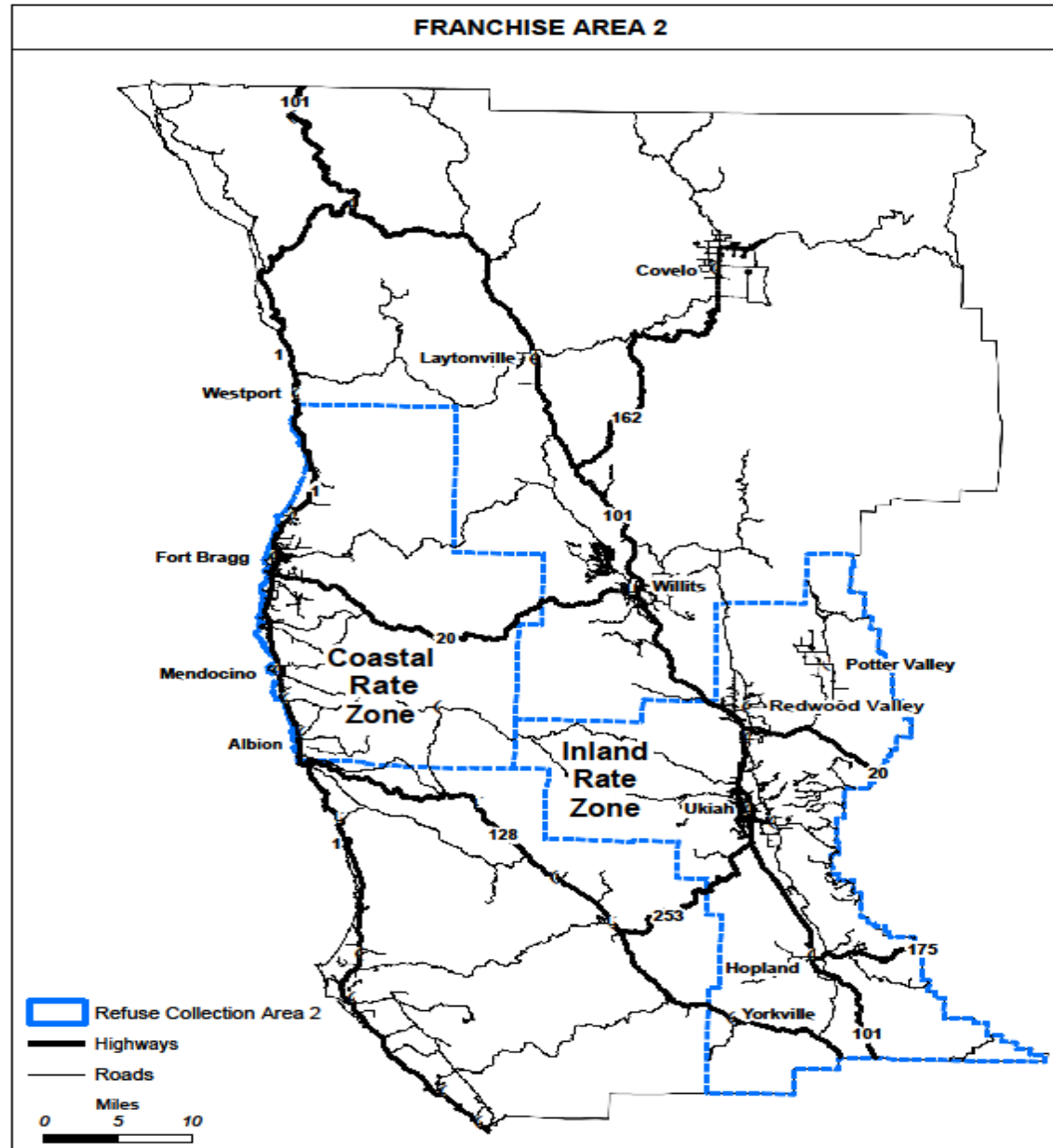
- **Alternate Proposal Services**

- On-Call Bulky Item Collection Service of three (3) cubic yards per collection per SFD, two (2) pick- ups per year
- On-Call Bulky Item Collection Service of one-half (0.5) cubic yards per individual MFD unit per collection, two (2) pick-ups per complex per year
- Paper Shredding Event one (1) time annually for all residential customers
- CRV Redemption Center (minimum two centers, one in each zone)



Collection

Mendocino County – Franchise Area No. 2



Section 2 – Background Information

Customer Data

Customer Data Franchise Area 2			
Customer Type	Coastal Zone	Inland Zone	Total Franchise Area No. 2
Residential Customers Total	3,760	4,444	8,204
Commercial Customers:			
Less than Weekly	0	11	11
Once per Week	8	593	601
Two Times per Week	113	70	183
Three Times per Week	17	45	62
Four Times per Week	0	12	12
Five Times per Week	0	30	30
Commercial Customers Total	138	761	899
Active Roll-Off Total	25	39	64

Current Collection Services

- Current Single Family Residential Cart Collection System
- Current Multi-Family Collection Service Program
- Current Commercial Collection Service Program
- Current Roll-Off Collection Services
- Current Additional Services – Litter Containers and Recycling Containers
- Attachment D – List of Current Customers

Operational Standards

- Standards for Collection Containers
- Standards for Collection Vehicles
- Collection Hours and Days of Operation
- Disposal and Processing Facilities
- Diversion Standards
- Billing and Customer Service
- Service Rates
- Revenue Retention for Recycling and Compost



Section 4 – General Information

- Proposal Bond - \$50,000
- Addendum
 - ☐ Issued by County and Posted on Website
 - ☐ All Clarifications and Questions In Writing
 - ☐ Last Day for Questions – February 25, 2021
- Performance Bond - \$1,500,000 or 25% of contract value, whichever is higher



Proposal Bond
Performance Bond

Section 5 – Proposal Preparation Instructions

- Attachment B – Draft Franchise Agreement
- Proposals Due March 12, 2021 at 2:00 p.m. PST - Three hard copies and one electronic copy.
- Proposal Development Fee
 - ☐ \$50,000
 - ☐ Due 30 days after signing

Section	Outline for Proposal
1	COVER LETTER
	EXECUTIVE SUMMARY
	PROPOSAL BOND
	SIGNED COPIES OF ADDENDA
	TABLE OF CONTENTS
	EXECUTIVE SUMMARY
2	QUALIFICATIONS
3	STATEMENT OF FINANCIAL QUALIFICATIONS
4	TECHNICAL PROPOSAL
5	FORMS (Section 7)
6	SERVICE EXCEPTIONS/ALTERNATIVES (if applicable)
7	APPENDIX

Section 5 – Evaluation of Proposals

- Reviewed by a designated Evaluation Team
- Initial Pass/Fail Review
 - ☐ Completeness
 - ☐ Compliance with proposal requirements
- Technical Review
 - ☐ Qualifications (General and Financial)
 - ☐ Technical Approach
 - ☐ Sustainability
 - ☐ Service Rates

Section 7 – Proposal Forms Review

- Form A – Communications Protocol
- Form 1 – Vendor Summary and Statement of Responsibility
- Form 2 – Vendor's Statement of Organization
- Form 3 – Drug-Free Workplace
- Form 4 – Non-Collusion Affidavit of Vendor
- Form 5 – Performance Bond
- Form 6 – Price Forms
- Form 7 – Certification of Price



Questions