Audit and Accountability Committee



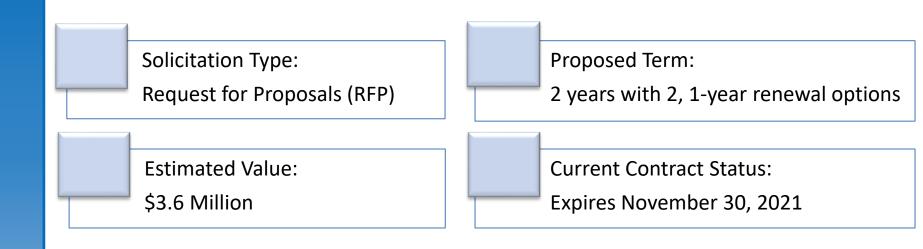
Pre-Solicitation Briefing for Municipal Commercial Garbage Collection, Disposal and Recycling Services

Date: April 20, 2021

Presented by: Troy Elliott, CPA, Deputy Chief Financial Officer

Project & Solicitation Overview

City of San Antonio is seeking proposals from qualified firms interested in providing municipal commercial solid waste services to include refuse collection, disposal and recycling collection and processing services at various City locations and any new locations added during term of new contract.



Current Contract Overview

Municipal Commercial Garbage Collection, Disposal and Recycling Services contract provides municipal commercial solid waste services to include refuse collection, disposal and recycling and processing services for City Departments. Contractor is responsible for furnishing all containers, supplies, labor and equipment necessary to fulfil the contract.

Commercial Garbage Collection:

- Front Load Containers 119 currently in service;
 - City Departments can request service up to 6X per week (Monday through Saturday) based upon operational needs;
- Open Top Containers 21 currently in service
 - City Departments can request set service days or on an "On-Call" basis
- Allows new locations to be added and temporary services at seasonal locations

Selected Contractor responsible for the legal disposal of non-recyclable waste at a State approved facility.

Current Contract Overview

Recycling Collection & Processing:

- Currently 25 recycling containers (Parks, Pre-K 4 SA, La Villita, Market Square, Alamodome, Convention Center, Aviation, Municipal Courts, Fire Department locations)
 - (1) 6 cubic yard Front Load Container (Recycling volumes not available)
 - (18) 8 cubic yard Front Loader Containers (Recycling volumes not available)
 - (6) 42 cubic yard Containers (Approximately 427 tons annually)
- Majority of recyclables is mixed paper and old corrugated containers (OCC)

Selected Contractor required to deliver collected materials to a permitted recycling processor.

Current Contract Overview

Recycling Collection & Processing:

Recyclable materials to be collected align with recyclable materials currently collected by SWMD:

- a) Paper Products: Acceptable material consists of newsprint, ad circulars, catalogs, carbonless paper, dry goods packaging with liners removed, envelopes, file folders, flattened cardboard, junk mail, magazines, newspapers, office paper (shredded paper is not included), paper bags, paper towel/toilet paper cores, phone books, non-metallic gift wrap.
- b) Glass: Items include bottles and jars with labels and lids. No mirrors, windows, ceramics, or other glass or glazed materials are allowed.
- c) Cans: Empty aluminum and steel/tin cans used for beverages/food and empty aerosol cans are acceptable. No scrap metal is collected.
- d) Rigid Plastic Containers: Plastic products to include household plastic
- City eligible to receive revenue from recyclable materials collected in 20 cubic yard or larger containers under current contract.
 - Based upon contract revenue formula, City has not recognized any revenue to date.

Solicitation Overview

Outreach	
NIGP Codes Identified	NIGP code(s) and Description: 91027 - Garbage/Trash Removal and Disposal Services 92677 - Recycling Services
Number of Vendors to be Notified	Central Vendor Registry: 77 Veteran Owned Small Business (SBA/SCTRCA): 1 Targeted Vendor Outreach: 3
Advertising	TVSA Channel 21 COSA Bidding & Contracting Opportunities Website Express News

Evaluation Voting Members

David McCary, Assistant City Manager, City Manager's Office

Patricia Muzquiz Cantor, Executive Director, Convention & Sports Facilities

Josephine Valencia, Assistant Director, Solid Waste Management

Bernard Brown, Convention Center Facilities Manager, Convention & Sports Facilities

John Kokesh, Terminal Services Manager, Aviation

Michael J. Baldwin, Manager, Parks & Recreation

Solicitation Requirements

Evaluation Criteria

Experience, Background, Qualifications: 30 points

Proposed Plan: 35 points

Pricing: 20 points

Local Preference Program: 10 points

Veteran Owned Small Business Preference Program: 5 points

Additional Requirements

SBEDA Program: Waiver Approved

Audited Financial Statements: Not Required

Goal Setting Committee Members Shuchi Nagpal, Interim Administrator, EDD

Patricia Muzquiz Cantor, Executive Director, Convention & Sports Facilities

Nikki Ramos, Assistant Director, Parks & Recreation

Norbert Dziuk, Assistant Director, Finance

Linda Lopez, Citizen Member

Project Timeline

Pre-Solicitation

Solicitation

Post – Solicitation

Finalization

Goal Setting Committee:

■ February 5, 2021

Audit Committee
Pre Solicitation
Briefing:

■ April 20, 2021

Release Date:

■ April 23, 2021

Pre-Submittal Conference:

■ May 3, 2021

Deadline for **Questions:**

■ May 10, 2021

Due Date:

■ June 7, 2021

Evaluation Complete:

■ June 21, 2021

Contract Negotiated:

■ July 2021

Audit Committee Post Solicitation Briefing:

■ August, 2021

City Council Consideration:

September, 2021

Contract Start Date:

■ December 1, 2021