

# 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.



Solicitation Type:  
Request for Proposals (RFP)



Estimated Value:  
\$3.6 Million



Proposed Term:  
2 years with 2, 1-year renewal options



Current Contract Status:  
Expires November 30, 2021

# 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		Evaluation Voting Members
NIGP Codes Identified	NIGP code(s) and Description: 91027 - Garbage/Trash Removal and Disposal Services 92677 - Recycling Services	David McCary, Assistant City Manager, City Manager's Office
Number of Vendors to be Notified	Central Vendor Registry: 77 Veteran Owned Small Business (SBA/SCTRCA): 1 Targeted Vendor Outreach: 3	Patricia Muzquiz Cantor, Executive Director, Convention & Sports Facilities
Advertising	TVSA Channel 21 COSA Bidding & Contracting Opportunities Website Express News	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

<b>Evaluation Criteria</b>	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
<b>Additional Requirements</b>	SBEDA Program: Waiver Approved Audited Financial Statements: Not Required
<b>Goal Setting Committee Members</b>	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

