

**EXHIBIT "A"**

**SCOPE OF SERVICES/REQUIREMENTS  
REQUEST FOR PROPOSALS**

**Hidalgo County  
"Solid Waste Collection"**

**RFP: 2018-000-00-00-**

**OVERVIEW:**

The County of Hidalgo is requesting proposals from interested vendors to furnish all materials, equipment and labor to establish a Franchise Solid Waste Collection program in rural areas of Hidalgo County. Under Texas Senate Bill 352 (77<sup>th</sup>), Hidalgo County will receive 5 % of all revenues received by contractor under this contract; as a franchise fee each quarter.

The Hidalgo County Purchasing Department will receive sealed envelopes containing proposals for the provision of **“Solid Waste Collection”** as specified herein. Sealed Proposals will be accepted until **9:30 A.M., Wednesday, Month, date, 2018.** **ANY PROPOSALS RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

**The Submittal Envelope Must Show the RFP Number, Name and Acceptance Date.**

Deliver Submittal to:

**RFP SUBMISSION:**

A total of one (1) original and seven (7) copies response shall be submitted to: Martha L. Salazar, Purchasing Agent, Hidalgo County Purchasing Department, 2812 So. Business Hwy 281, New Administration Building, Edinburg, Texas 78539 by **no later than 9:30 a.m. on Wednesday, Month, date, 2018.**

**RFP No: 2018-000-00-00-**

<u>US Postal Mail Address:</u> Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	<u>Physical Address:</u> Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539
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The following outlines the Request for Proposal:

**SECTION I**

**GENERAL TERMS AND CONDITIONS**

**ADDITIONAL INFORMATION:**

**ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE (956)292-7612 OR VIA E-MAIL TO: \_\_\_\_\_@co.hidalgo.tx.us BY NO LATER THAN, Monday, Month, date, 2018 by 5:00 P.M.** Responses will be sent to all applicants via e-mail by no later than, **Friday, Month, date, 2018 by 5:00 P.M. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

Any/All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and not reimbursements for such charges or expenses shall be passed onto Hidalgo County.

**DISCLOSURE OF CONFLICT OF INTEREST:**

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County (“the County”) to disclose in the Conflict of Interest Questionnaire (the “CIQ”) attached as **EXHIBIT D**, the vendor, person consultant or contractor’s affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk’s Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contract or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk’s Office located at 100 North Clossner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE PARTICIPANT.**

**PROPOSER’S AFFIDAVIT:**

Prior Contract award, respondents to this RFP must submit a signed Proposer’s Affidavit (attached herein in **Exhibit “E”**) certifying that the submission is: (1) not the result of Collusion as described in the Proposer’s Affidavit; (2) that the Respondent does not have a Conflict of Interest as described in Proposer’s Affidavit; or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer’s Affidavit.

**NON-COLLUSION:**

Submitters, by submitting the signed Participant’s Affidavit (Exhibit E), certify that the accompanying submission is not the result of , or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Texas or United States law.

**NON-DISCRIMINATION:**

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

**ELECTRONIC TRANSMISSION OF BIDS:**

Hidalgo County’s Purchasing Department **WILL NOT** accept telegraphic or electronically transmitted submissions.

**PROOF OF FINANCIAL AND BUSINESS CAPABILITY:**

Submitters must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these requirements. Hidalgo County will make the final determination as to the submitter’s ability.

**SUBMITTER DEFAULT:**

Hidalgo County reserves the right, in case of submitter default, to procure the articles or services from other sources and hold the defaulting submitter responsible for any excess costs occasioned thereby.

**RESTRICTIVE OR AMBIGUOUS REQUIREMENTS:**

It is the responsibility of the submitter to review the Request for Proposal (RFP) packet and to notify the Purchasing Department if the requirements are formulated in a manner that would unnecessarily restrict competition.

**PROPOSAL DELIVERY:**

Hidalgo County requires submitters, when hand delivering sealed RFP to make sure that it is stamped with time and date by the County Purchasing Staff.

**SIGNING OF PROPOSAL:**

In order to be considered all submittals **must** be signed. **Please sign the original in blue ink.**

**WAIVING OF INFORMALITIES:**

Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

**SUBCONTRACTING:**

The successful submitter may not subcontract the award of these services to another party or parties.

**TERM OF CONTRACT:**

The Proposed term for the new services agreement will be from \_\_\_\_\_, 2018 to \_\_\_\_\_, 2021. Hidalgo County reserves the right to extend the agreement(s) for an additional one (1) year under the same rates, terms and conditions. Hidalgo County reserves the right to continue this proposal for an additional sixty (60) day Grace Period at the end of the contract under the same rates, terms and conditions.

This contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated without cause by the County, with a (30) thirty day written notice prior to any cancellation.

**DAVIS BACON ACT: (If applicable)**

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications.

**REQUEST FOR PROPOSALS**

The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP.

**CONTENTS:**

The required contents for the RFP are presented below in the order they should be incorporated into the submitted document.

## **SECTION II- SCOPE OF SERVICES/REQUIREMENTS**

### **PROJECT OVERVIEW:**

The County of Hidalgo is requesting Proposals from qualified vendors to furnish all materials, equipment and labor to complete the agreement for "Franchise Solid Waste Collection". It is the intent of the proposal to establish a waste collection program in rural areas of Hidalgo County.

### **Background and Demographics**

Currently Hidalgo County has an open market system for the unincorporated communities. The open market system allows each resident to directly arrange for trash collection services with the hauler or transport the waste directly to the precinct citizen collection stations.

Hidalgo County wishes to establish a countywide system to manage solid waste collection. Provisions under Texas Senate Bill 352 (77<sup>th</sup>) states that a public agency or county can mandate collection services in a territory, require the use of this service, and collect a fee.

### **SCOPE OF WORK / REQUIREMENTS**

1. The Contractor will be responsible for the collection, transportation, and disposal of solid waste household residences in accordance with all local, state, and federal laws.
2. The contractor will provide 96 – gallon containers to the residence, for the collections of solid waste materials generated at each designated constituency.
3. The Contractor will collect solid waste on a weekly schedule basis, determined by the vendor and agreed by the County.
4. The Contractor must pick up and remove any debris created as a result of the collections activity.
5. The contractor will provide residence brush and bulky waste pickup on a regular monthly schedule and/or within 24-48 hours from the scheduled date.
6. The Contractor must maintain adequate personnel to cover all assignments within the contract.
7. Contractor must provide a plan that details how the vendor will meet the demands.
8. Hidalgo County will continue in picking up tires until further notice is given.
9. Debris and other non-collectables should be handled by the citizens.
10. Residents are responsibility for gathering brush to curbside.

### **OPTIONS**

The Contractor(s) will perform the scope of work **County Wide** as follows but not limited to.

### **Location of Containers and Brush/Bulky Waste for Collection:**

Containers and brush/bulky items shall be placed at the curbside for collection. Curbside refers to the portions of right-of-way adjacent to paved or traveled County roadways. Containers, brush/bulky items shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians. When construction work is being performed in the right-of-way, containers brush/bulky items shall be placed as close as practicable to an access point for the collection vehicle. Contractor may decline to collect any residential refuse not properly placed in a Contractor issued container. Contractor will not be held responsible for surface damage on County roads caused by normal collection operations. If roadways become impassable, contractor will not provide services until the following scheduled day/week/month provided roadways are passable.

**Bulky Item** - Any item measuring in excess of either forty-eight (48) inches in length or fifty (50) pounds in weight, including, but not limited to, refrigerators, stoves, washing machines, water tanks, chairs, couches and tree trimmings.

**Bundles** - Items not measuring in excess of either forty-eight (48) inches in length or fifty (50) pounds in weight and which are securely fastened together, including, but not limited to, brush, newspapers and tree trimmings.

**Business Day** - Any day that is not a Saturday, a Sunday or holiday.

**Commercial Unit** - Any non-manufacturing commercial facility that generates and accumulates Solid Waste during, or as a result of, its business, including, but not limited to, restaurants, stores and warehouses.

**Container** - Any receptacle, including, but not limited to, dumpsters, Roll-outs and Roll-Offs provided to the County by the Service Provider and utilized by a/or Residential Unit for collecting Solid Waste or Construction and Demolition Waste. Containers are designed to hold between ninety six (96) gallons and forty (40) cubic yards of Solid Waste or Construction and Demolition Waste.

**Hazardous Waste** - Waste identified or listed as a hazardous waste by the administrator of the United States Environmental Protection Agency (EPA) under the federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976, as amended, or so classified by any federal or State of Texas statute, rule, order or regulation.

#### **Holidays**

Contractor may decide to observe holidays by suspension of collection services on the holiday, but such decision in no manner relieves Contractor of its obligation to provide collection services at residential units once per week as per agreement with customer, contractor will furnish advance notice to resident constituency. Holiday schedule must be included with your proposal.

**Landfill** - Any facility or area of land receiving Solid Waste and operating under the regulation and authority of the Texas Commission on Environmental Quality ("TCEQ") within the State of Texas, or the appropriate governing agency for landfills located outside the State of Texas.

**Multi-Family Residential Unit** - Any residential dwelling that is designed for, and inhabited by, multiple family units and that generates and accumulates Solid Waste.

**Solid Waste** - Solid Waste resulting from or incidental to, community, commercial, institutional or recreational activities, or manufacturing, mining, or agricultural operations. Solid Waste does not include Construction and Demolition Waste or Hazardous Waste.

**Residential Unit** - Any residential dwelling that is either a Single-Family Residential Unit or a Multi-Family Residential Unit.

**Roll-Off** - A Container with twenty (20) cubic yards to forty (40) cubic yards of capacity.

**Roll-Out** - A Container with ninety-six (96) gallons of capacity. Each residential unit utilizing service hereunder is required to utilize at least one container.

**Single-Family Residential Unit** - Any residential dwelling that is designed for, and inhabited by, a single person or family unit and that generates and accumulates Solid Waste.

**Solid Waste** - As defined by the EPA under 40 C.F.R. § 261.2(a)(1), or by the State of Texas under the Solid Waste Disposal Act § 361.003(38) regardless of whether such waste is mixed with or constitutes Recycling Materials.

**White Good** - Any item measuring in excess of either three (3) cubic feet in size or fifty (50) pounds in weight and that is manufactured primarily from metal, including, but not limited to, a bath tub, heater, hot water heater, refrigerator, sink or washer and dryer.

**Items Collected/Not Collected:**

The Contractor shall collect the following residential waste and Bulky & Brush items for proper disposal:

- Plastic, Paper, Boxes
- Cans, Aluminum
- Food, Clothing
- Household Alkaline Batteries, Glass
- Kitchen, Bathroom Trash
- Washers, Dryers
- Stoves, Refrigerators
- Air Conditioners, Water Tanks
- Furniture & Mattresses
- Grass Cuttings
- Shrubs & Tree Trimmings
- Dead Trees, Branches
- Fencing

The Contractor is not required to collect the following items due to its hazardous conditions:

- Hazardous Waste, Medical Waste
- Needles, Paint
- Helium, Oxygen Tanks
- Fire Extinguishers
- Animal Bodies
- Asbestos
- Construction Debris
- Junk Vehicles, Tires
- Items Containing Freon
- Cement
- Motor Oil
- Dirt, Rock, Asphalt
- Corrugated Metal

Listing of additional items that will not be collected must be provided to Hidalgo County and Rural Residents.

**FRANCHISE FEES**

Under Texas Senate Bill 352 (77<sup>th</sup>), Hidalgo County shall receive 5 % of all cash received by contractor under this contract; as a franchise fee each quarter. Hidalgo County is to be paid on a

quarterly basis as follow: c/o Hidalgo County Treasurers Mailing Address: 2810 South Business Hwy. 281 Edinburg, Texas 78539-6243

### **COMPLIANCE WITH THE LAW**

The Contractor shall conduct operations under this contract in compliance with all applicable laws. Please refer to Section 364.034 of the State of Texas Health & Safety Code § 364.034. SOLID WASTE DISPOSAL SERVICE; FEES

### **BILLING**

The selected Contractor will be required to provide billing services for customers and provide Hidalgo County quarterly reports on the following:

- New Accounts opened
- Closed Accounts (discontinued service)
- Volume of trash collected and disposed

### **Customer Service**

The selected Contractor will be required to provide the following: The Contractor shall maintain a local administrative office or other facility which the residents can contact them.

- Residential Collection hours of 7:00 am – 7:00 pm, Monday – Friday
- Staffed phone service from 8:00 am – 5:00 pm, Monday – Friday
- Toll free phone number for handling customer complaints
- Holiday Schedule
- Missed Collections. Any missed collections not collected on the scheduled day for collection after receipt of such notice, shall be collected no later than 10:00 a.m. on the following collection day.
- Hidalgo County Department of Budget Management will be responsible for fielding all questions from the public regarding any vendor related issues that may not be resolved with the vendor.

### **VENDORS RESPONSIBILITIES**

#### **Routes of Collection**

Collection routes shall be established by the Contractor. Contractor shall submit a schedule designing the residential unit collection routes to the residents. Contractor may from time to time propose changes in routes or schedule. Contractor shall promptly give written or published notice to the affected residential units.

#### **Public Education**

The selected Contractor will be required to provide customer information and public education throughout the term of the agreement(s). Public education services will include:

- General collection program information including service schedule, description of how to place container(s) out for service, list of materials not allowed in solid waste container(s)
- Bulky goods collection program
- Customer service phone number and hours
- Basic billing information and phone number to call with billing inquires
- Incorrect set out notices

## **Complaints**

Complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed scheduled collections, the Contractor shall investigate, and if such allegations are verified, shall arrange for the collection of refuse not collected within 24 hours after the complain is received. Hidalgo County Department of Budget Management-**DBM** will be responsible to ensure the vendor is complying with its contractual obligations.

## **Collection Equipment**

The contractor shall provide an adequate number of vehicles for regular collection services. All vehicles and other equipment shall be kept in good repair, appearance, and in a sanitary condition at all times. Each vehicle shall have clearly visible, on each side, the identification and telephone number of the Contractor. The Contractor shall also provide reliable back up vehicles for regular collection service vehicles.

## **Hauling**

All refuse hauled by the contractor shall be so contained or enclosed that leaking, spilling or blowing are reasonably prevented.

## **Disposal**

All refuse collected for disposal by the Contractors shall be hauled to a state approved disposal site.

## **DISASTER CLEAN UP**

In the event of natural disaster for which the County is declared a disaster area it will be the county's responsibility to provide disposal services for disaster related debris.

## **EXPERIENCE**

The Contractor shall provide a narrative of knowledge and experience of working with current multiple entities, such as counties, cities, etc.

## **MARKET VOLATILITY AND UNIT PRICE ADJUSTMENTS:**

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

**1. Requesting Price Adjustment:** Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

§ A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier=s advisory or notification to the vendor of the price changes.

§ The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.

§ The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.

§ No price escalation will be authorized in excess of the amount of the increase referred to in the supplier=s notice.

§ The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change

shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

**2. Price Reduction:** Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

**3. Time frame for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

**4. Allowable Review Periods:** Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

**5. Dollar Limit to Price Changes:** The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

**POINT OF CONTACT**

All dealing between the Contractor and the County shall be directed by the Contractor to the County Administrator or his /her designated appointee and by the County to the appropriate person to be designated by the Contractor.

**Hidalgo County Point of Contact:**

\_\_\_\_\_, Hidalgo County Budget Office

\_\_\_\_\_  
Edinburg, TX 78539

(956) \_\_\_\_\_

Fax (956) \_\_\_\_\_

[\\_\\_\\_\\_\\_@co.hidalgo.tx.us](mailto:_____@co.hidalgo.tx.us)

**PRE-PROPOSAL CONFERENCE:** will be held on \_\_\_\_\_ at the Hidalgo County Purchasing Department (Conference Room), at 2802 S. Business Hwy. 281 –New Administration Bldg., Edinburg, Texas. We encourage all interested vendor(s) to attend.

**UNDERSTANDING OF THE PROJECT:**

This section should demonstrate the submitter's understanding of the project needs, the work required, and any local issues or concerns. This description should be concise, candid, and limited to 3 pages in length including but not limited to the following;

**PROPOSAL/ INTERESTED PARTICIPANTS**

The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided.

Additionally, this section should include a description of the firm's project personnel and their most recent similar projects. For each project, a client contract name and phone number should be included for reference purposes. Additionally, the names of the personnel proposed for this project who participated in the listed projects should be provided. This project list is limited to 5 pages.

**SECTION III- SELECTION/EVALUATION/RANKING**

**SELECTION PROCEDURES/EVALUATION SYSTEM:**

The evaluation consists of a 100-point scoring system. However, after the 100-point evaluation, Hidalgo County Commissioner's Court may elect to narrow the participating firms and request a presentation from a representative from firms.

- A. Hidalgo County Commissioner's Court and/or an Evaluation Committee (selected and/or designated by County Commissioner's Court) will review, score and evaluate the Request for Proposals (RFP's) received.
- B. After the RFP's have been reviewed, scored and evaluated, a grid will be presented to Commissioner's Court for the purposes of ranking.
- C. Categories are further detailed in the Selection Criteria (Exhibit B) section of this RFP.

**SCORING AND EVALUATION PROPOSALS**

Proposals will be evaluated and scored for innovation and completeness, in response to each of the elements outlined in the Scope of Services including but not be limited to, the items listed below:

1	Cost Fees	25 Points
2	Experience with similar projects	25 Points
3	Understanding Of Project	20 Points
4	Current workload and ability to commence various requested collection sites simultaneously	20 Points
5	Thoroughness: Did Contractor include all related documentation required for this project Contractor must submit a timeline of events with the RFP	5 Points 5 Points
	<b>TOTAL</b>	<b>100 points</b>

**NEGOTIATION PROCESS:**

The number one ranked firm will be contacted in order to commence the negotiation process, upon Commissioners' Court approval. If negotiations prove unsuccessful, Commissioner's Court will terminate negotiations with the No. 1 ranked firm and will contact the next highest ranked firm to open negotiations. The County of Hidalgo reserves the right to reject any and all RFPs.

**TERMINATION OF SERVICES:**

Any contract awarded to a qualified firm will be in effect until (a) the contract expires or (b) performance of all services are completed, or (c) terminated by County with or without cause, with (30) thirty day written notice prior to cancellation.

DRAFT

**EXHIBIT B**

**SELECTION CRITERIA**

**REQUEST FOR PROPOSALS**

**HIDALGO COUNTY**

**“SOLID WASTE COLLECTION”**

**(Including all Funding Sources, Programs and Entities)**

**RFP NO: 2018-000-00-00-**

**HIDALGO COUNTY**  
**“FRANCHISE SOLID WASTE COLLECTION”**  
**RFP NO: 2018-000-00-00-**

**EVALUATION CRITERIA**

The evaluation criteria will include, but not be limited to, the items listed below:

The RFP shall be submitted according to the schedule below. The County of Hidalgo is not required to select the proposal with the lowest fees, but shall take into consideration other factors, including past experience, evidence of good organization background, references, ability to provide requested services, and any other factors found necessary for quality services. Hidalgo County will evaluate the proposal utilizing the evaluation criteria outlined in Exhibit “B” attached herein. Thereafter, Hidalgo County Commissioners Court will rank and/or award this proposal.

**Proposals will be graded on a 100-point system with emphasis on ability to service Hidalgo County including, but not be limited to, the items listed below:**

**Cost Fees**

- 1 In considering the proposals, Hidalgo County reserves the right to select the acceptable applicant who offers the Consumer the lowest cost.

**Experience with similar projects** The Contractor must address knowledge and experience of working with multiple entities, such as counties, cities, etc.

- 2
- Knowledge with multiple entities
  - Experience with Counties

**Understanding of Project**

- 3
- Demonstrate an understanding of the scope of services
  - Contractors Responsibilities

**Current workload and ability to commence various requested collection sites simultaneously**

- 4 The Contractor must maintain adequate personnel to cover all assignments

**Thoroughness:**

- 5
- Did Contractor include all related documentation required for this project
  - Contractor must submit a timeline of events with the RFP

**Comments/Rationale for Points:**

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**HIDALGO COUNTY**  
**“SOLID WASTE COLLECTION”**  
**RFP NO: 2018-000-00-00-**

<u>Selection Criteria</u>	<u>Points</u>	<u>Score</u>
<b>1. Cost Fees.</b>	<b>(25)</b>	
In considering the proposals, the Hidalgo County reserves the right to select the acceptable applicant who offers the Consumer the lowest cost.		
➤ Lowest Cost to the consumer	0-25	
Comments/Rationale for points:	<b>TOTAL:</b>	_____
<b>2. Experience of Project Team/Ability to Commit Resources:</b>	<b>(25)</b>	
The Contractor must address knowledge and experience of working with multiple entities, such as counties, cities, etc.		
➤ Knowledge with multiple entities	0-10	
➤ Experience with Counties	0-15	
Comments/Rationale for points:	<b>TOTAL:</b>	_____
<b>3. Understanding of Project</b>	<b>(20)</b>	
➤ Demonstrate an understanding of the scope of services	0-10	
➤ Contractors Responsibilities	0-10	
Comments/Rationale for points:	<b>TOTAL:</b>	_____
<b>4. Current workload and ability to commence various requested projects simultaneously</b>	<b>(20)</b>	
➤ The Contractor must maintain adequate personnel to cover all assignments	0-20	
Comments/Rationale for points:	<b>TOTAL:</b>	_____
<b>5. Thoroughness:</b>	<b>(10)</b>	
➤ Did Contractor include all related documentation required for this project	0-5	
➤ Contractor must submit a timeline of events with the RFP	0-5	
Comments/Rationale for points:	<b>TOTAL:</b>	_____
<b>TOTAL SCORE</b>		_____

Provider: \_\_\_\_\_

Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_