



# Hidalgo County Purchasing Department

## **REQUEST FOR INFORMATION**

“Solid Waste Collection and Disposal for Hidalgo County”

RFI: 2019-277-10-30-MEG

### **Physical Address:**

Martha L. Salazar, CPPB, Purchasing Agent  
Hidalgo Purchasing Department  
Administration Business  
2818 S. Business Hwy. 281  
Edinburg, Texas, 78539

**Date of Release: October 15, 2019**

RESPONSES DUE DATE:  
**Wednesday October 30, 2019 @ 9:00 AM**

Table of Contents

Purpose of the RFI.....	3
Scope of Services.....	3
RFI Format.....	4
RFI Submittals.....	4
General Responses Requested.....	5-11

**Request for Information (RFI)  
“Solid Waste Collection and Disposal for Hidalgo County”**

**Purpose of the RFI**

The purpose of the RFI is for the County of Hidalgo to gather information from qualified solid waste vendors and evaluate alternative solid waste collection and disposal methods in rural residential areas of Hidalgo County. The County of Hidalgo is seeking the assistance of qualified vendor(s) to (1) Understand existing solid waste collection and disposal practices from local solid waste vendors in our community (2) Solicit input, ideas, and recommendations from vendors with demonstrated expertise in solid waste collection and disposal services.

**Please NOTE that this RFI does not commit The County of Hidalgo in anyway and is strictly for informational and planning purpose and will not result in any award of contract.**

Hidalgo County intends to hold one-on-one meetings with RFI participants to ask questions and discuss potential developmental approaches for achieving project objectives. The information gathered from the RFIs will be used to assist Hidalgo County with the preparation of a possible RFP for the collection and disposal of solid waste in our rural areas and communities. Submissions and feedback during the one-on-one meetings will be reviewed to assist in refining our approach to project development, including the scope and the structure of a delivery model. Hidalgo County will notify interested developers of the assigned timeslot for the one-on-one meetings in advance. The meetings will be held in Hidalgo County Purchasing Department on (to be determined at a later date).

**Scope of Services**

Hidalgo County is evaluating the privatization of solid waste collection and disposal in our rural area and communities under the following proposed models.

- 1) Per Precinct: Service area would be each Precincts unincorporated regions.
- 2) Countywide: Service area would be all unincorporated regions of Hidalgo County.
- 3) Designated Service Districts: Service areas would be multiple districts throughout the unincorporated regions of Hidalgo County.

These models are not all inclusive and may change subject to discussions, inputs and evaluation of the RFI responses.

**Tentative Calendar of Events (subject to change)**

	<b><u>Responsible Party</u></b>	<b><u>Dates</u></b>
1. 1 <sup>st</sup> Advertisement	General Circulation	October 12, 2019
2. 2 <sup>nd</sup> Advertisement	General Circulation	October 19, 2019
3. Deadline for Questions	Potential Respondents	October 21, 2019
4. Response to Questions	Purchasing Department	October 23, 2019
5. Submission of Response	Respondents	October 30, 2019
6. One-on –One Meetings	Respondents will be notified of interviews at a later date to be determined by either via-email and/or telephone.	

**RFI Format**

All proposals must contain the following sections:

1. **Cover Page** which must state the full name and contact information of vendor's representative submitting the information.
2. **Table of contents** must outline the major areas of the proposal including attachments and any other information important to support the responses.
3. **Executive Summary** must contain a detail description of the services offered, experience and qualifications of the vendor and its key staff.
4. **Responses to Questions** requested in a section below in this document.

### **RFI Submittals**

RFI Submittals must be received by the Hidalgo County Purchasing Department no later than **October 30, 2019 @ 9:00 a.m.**

One (1) original and one (1) copies and four (4) USB/CDs of the RFI are required, with the bidders name and address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package, **2019-277-10-30-MEG "Solid Waste Collection and Disposal for Hidalgo County"** and delivered to:

Hidalgo County Purchasing Department  
New Administrative Building  
2812 So. Business Hwy 281  
Edinburg, Texas 78539

**No facsimiles or late arrivals will be accepted. Any RFI received after that time will not be opened and will be returned. Overnight mail must also be properly labeled on the outside of express envelope or package with reference to 2019-277-10-30-MEG "Solid Waste Collection and Disposal for Hidalgo County".**

### **General Questions Requested**

Respondents must submit their responses to the following questions in narrative form and any additional supporting information related to them may be added as attachments. Additional information is welcome as respondents deem appropriate. We recognized that respondents may have different areas of expertise and interest; thus, it is not necessary to respond to each item. Please identify by number/letter, each requested response you are addressing.

Basic Facts about Hidalgo County

Land Area: 1,570.87 square miles

Population Estimate: 865,939

Population per Square Mile: 551.25

Estimated Rural Households: 89,507

Estimated Per Capita Income: \$15,883

Percent of population below poverty level: 29.5%

Estimated person per household (2013-2017): 3.57

**Requested Information:**

Please provide answers to the following questions:

**1. Company and Staff**

a. Legal entity name and address of your business:

---

---

---

b. Please provide contact information for the key contact person(s) within your organization for Residential Solid Waste Service Collection:

---

---

---

c. How long has your business been in operation?

---

---

---

d. Please provide the distribution of the full-time employees in the company by filling out the approximate percentage breakdown in the following categories:

i. Management Staff	_____	#	_____	%
ii. Administrative Support	_____	#	_____	%
iii. Truck Drivers	_____	#	_____	%
iv. Fleet Maintenance	_____	#	_____	%
v. Total	_____	#	100	%

e. Collection of curbside waste.

i. Number of garbage trucks and household solid waste capacity. (tons)

---

---

---

ii. Size of solid waste collection containers offered and estimated amount of trash bags they can hold.

---

---

---

f. While we are not seeking your pricing:

i. How do you calculate your fuel charges? Do you use a fuel escalator?

---

---

---

ii. Is your TIP fee a pass through cost or do you upcharge these fees?

---

---

---

g. Please list the federal, state, and local taxes that you collect.

---

---

---

**2. Pros-Cons Analysis of Solid Waste Collection Options:**

a. Hidalgo County is considering two possible approaches to provide solid waste collection and disposal services to all unincorporated areas.

**i. One single vendor:**

The County will contract with one vendor to serve all Hidalgo County rural constituents.

**ii. Multiple vendors:**

This second approach will allow multiple independent companies to serve individual household subscribers divided into precincts or designates districts.

In each question below, please support your replies by attaching data, analysis or supportive information as well any revenant financial benefits if possible. Responses based on supportive data and industry analysis will be given much more consideration.

i. Which approach do you see has more benefits to the residents? Why?

---

---

---

ii. Which approach will make the operation of County government more efficient? Why?

---

---

---

iii. In your opinion, how will each approach affect the citizens of Hidalgo County?

---

---

---

iv. How do you bill your customers weekly, monthly, quarterly?

---

---

---

v. How do you address late payments?

---

---

---

---

vi. At what point do you discontinue services?

---

---

vii. To what extent, do you consider county government must be involved in overall project?

---

---

viii. In your opinion, what do you see as the drawbacks in both approaches?

---

---

ix. What waste management model do you feel would be the most cost effective for Hidalgo County? Why?

---

---

b. Is there a third or other approaches to solid waste collection that Hidalgo County should consider besides the two (2) mentioned above? If yes, please describe.

---

---

c. Are there any official, or unofficial, industry standards that we should be aware of that have a bearing on this project? Are there any proposed standards we should be aware of?

---

---

d. Are you aware of any public/private waste management partnerships in the United States that have proven to be successful? Can you provide names, locations or contract information?

---

---

e. Do you think these private/public models could be advantageous to Hidalgo County? Why or why not?

---

---

f. What possible county revenue generating options are available?

---

---

---

g. If we were to assess a franchises fee, what are typical ranges? Would the franchise fee be passed thru to the rural residents customers?

---

---

---

h. What operational model would minimize the involvement and liability of Hidalgo County?

---

---

---

i. Please describe any other methods/technologies that you feel would be beneficial for Hidalgo County that other customers or industries are using. Please describe the list here.

---

---

---

**3. Future of transfer stations:**

a. Hidalgo County presently has 12 waste collection transfer stations that presently provide permitted disposal services to its rural residents.

i. What is your experience with waste transfer stations?

---

---

---

ii. Based on your experience, how far are users willing to drive to a waste transfer station before the drive becomes unduly burdensome and they seek alternative disposal methods (legal or otherwise)?

---

---

---

iii. How can these transfer stations be best utilized after the contract has been awarded?

---

---

---

iv. Could these transfer stations be operated by you? If yes, please describe possible options or recommend partnerships.

---

---

---

---

**4. Aspects of residential waste collection under contract**

a. If a Request for Proposals is issued,

i. What is the recommended minimum contract award period?

ii. Would your company be able to collect household trash, bulky waste, tires and brush?

iii. How often should the frequency of collection be for the above items:

iv. Monthly price point is an important factor when considering a contract for services, why should rural residents contract for solid waste collection and disposal instead of self-hauling?

v. Are there value added that we should expect or ask for in our contract for solid waste collection and disposal? What are they and why?

vi. How can the quality of the services provided by vendors be fairly measured and compared?

vii. What methods and models can you recommend to assist Hidalgo County ensure all countywide rural residents subscribe to this services?

**5. Timeline to provide the service**

- a. Once a contract is awarded, please identify the estimated implementation timeframe and major milestones necessary to ensure a smooth transition of services to our residents.

---

---

---

**6. Customer Service and Business Processes**

- a. Hidalgo County Transfer Stations may or may not remain open, how can your company attract those individuals that still chose to self-haul their trash to the transfer stations?

---

---

---

- b. Describe your procedures for taking corrective action when customers express dissatisfaction with deliverables and services.

---

---

---

**7. Socially Responsible Practices**

- a. Describe the top three ongoing practice your company has implemented to reduce the environmental impact of your operations. Examples: green building practices, water conservation, toxics reductions and so forth.

---

---

---

- b. Does your company currently offer curbside recycling services? If yes, what percentage of your accounts have this services? Specifically what recyclable materials do you collect?

---

---

---

- c. What recommendations would you provide to the County in order increase residential recycling participation?

---

---

---

- d. Are you aware of any programs or models that have successfully reduced or eliminated illegal dumping?

---

---

---

---

**8. Others**

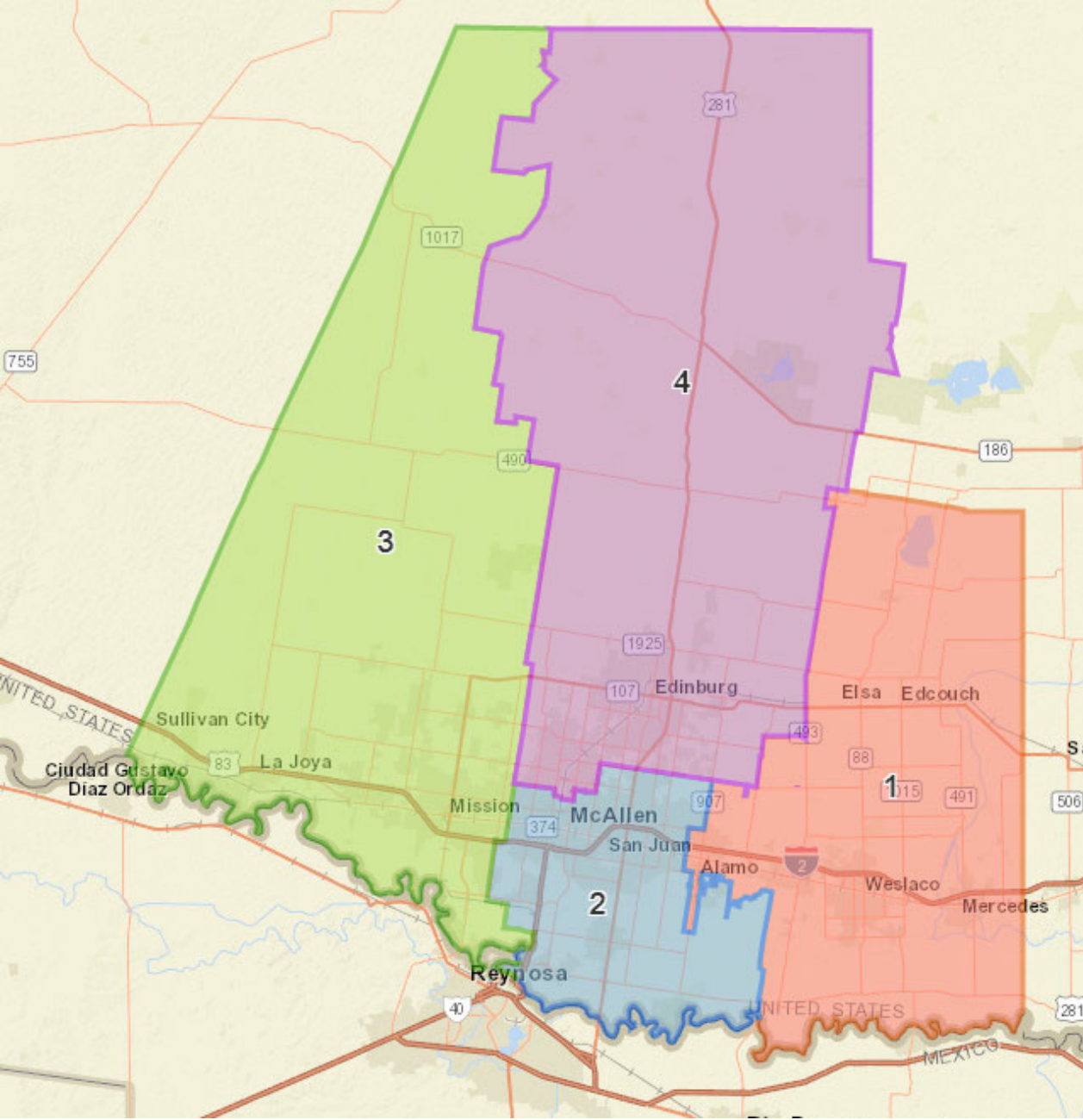
- a. Are there other topics or issues not addressed by this RFI that you believe are important to address in any future RFP? If so, please offer your input on those topics or issues.
- 
- 
- 

**ADDITIONAL INFORMATION**

Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding the RFI be addressed to, Martha L. Salazar, CPPB, Purchasing Agent, 2802 S. Bus. Hwy. 281, New Administration Building, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

**All written inquiries will be accepted via facsimile or e-mail at [elena.gomez@co.hidalgo.tx.us](mailto:elena.gomez@co.hidalgo.tx.us) no later than, Monday October 21, 2019 by 5:00 P.M.** Responses will be sent to all applicants by no later than, 5:00 P.M., Wednesday, October 23, 2019

# Proposed District



# Countywide

