

**SEATTLE PUBLIC UTILITIES**  
**REQUEST FOR PROPOSALS FOR 2019 SOLID WASTE SERVICES**

SEATTLE CITY COUNCIL  
CIVIL RIGHTS, UTILITIES, ECONOMIC DEVELOPMENT AND ARTS COMMITTEE  
June 27, 2017

**A. RFP Schedule**

SPU will issue a 2017 Request for Proposals (RFP) in July to procure solid waste collection services for 2019. The current contracts began in 2009 and end in March 2019, with a City option to extend to March 2021. The 2017 RFP schedule below allows SPU to award new contracts to begin April 2019, if preferred over the current contracts, or to extend the current contracts.

- June 14 - External Draft RFP for vendor review (*feedback due June 30*)
- July - Final RFP Released
- September - Proposal Due
- December - Vendor selected
- March 2018 - Contracts signed (*if preferred over current contracts*)
- June 2018 - Deadline to extend current contracts (*if preferred*)
- April 2019 - Services start under new or extended contract

**B. RFP Prior Input and Initial Framework**

SPU completed an initial RFP assessment in 2016 to provide guidance for this RFP process. The SPU Solid Waste Procurement Team, with stakeholders from relevant divisions, provided direction on the major service, policy and timing options. These RFP framework recommendations were confirmed with Solid Waste Leadership, SPU Director, and Mayor's Office in 2016.

SPU then completed an additional round of internal and external stakeholder input from March-June 2017 to inform draft RFP content and specifications. SPU is now gathering final input through internal and external review of the Draft RFP and specifications.

**C. RFP Priorities**

- Low system cost
- Reliable and responsive services with minimal changes and disruptions
- Service enhancements desired by customers
- Increased recycling and food waste composting, with reduced contamination
- Minimal customer confusion and service disruption during any transition
- Service equity for all customers and equitable opportunities in hiring and subcontracting
- Reduced environmental impacts (including fleet emissions)
- Competitive market in which to seek vendors
- Successful City/Contractor partnership
- Opportunities for innovation and flexibility to modify services

**D. RFP Services and Term**

- No change in frequency of household services. (Continue weekly garbage and compost with every other week recycling.)
- Option for City to provide every other week garbage by voluntary subscription.
- All garbage, recycle, and compost services under single contractor for each area (except open market commercial recycle/compost).
- Pricing allowed for each of the City's four service areas, but potential merging into 2-4 final contracts and service areas.
- 10-year term, with potential for 2-year extension, beginning in April 2019.

## **E. Operational and Recycling Highlights**

- Emissions to match or improve on current fleet profile, but not require all new trucks
- Reward proposals with improved emissions and other sustainability measures
- Continue collecting all current recyclable items
- Provide additional special pickup and drop off for special recycling items such as textiles, compact fluorescent lights, batteries
- Continue effective service enhancements (such as multi-family food waste liner bags)
- Encourage proposals that support other customer recycling improvements, future services (like pet waste/diapers), and effective diversion incentives

## **F. Labor, Financial and General Spec Highlights**

- Continue favorable prevailing wages and benefits. (Most positions are represented.)
- Maintain all City contracting priorities including workforce protections and diversity/equity commitments
- Maintain and update current payment terms, including fixed and variable elements that mirror contractor cost modeling and minimize risk
- Continue performance and diversion rewards/penalties, but update measures and levels

## **G. Proposal Evaluation**

Proposals will be reviewed by a Contractor Evaluation Committee appointed by SPU General Manager/CEO based on the following draft Evaluation Criteria that were developed to support the draft RFP priorities listed earlier:

- 1. Proposed Operations (25%)** - The City seeks innovative and responsive operational proposals that successfully address:
  - Maintaining reliability and efficiency
  - Improved services for customers
  - State of art fleets, routing, and containers
  - Providing service equity and opportunity hiring and contracting
  - Increasing recycling and composting and reduce contamination
  - Minimizing impacts on public and environmental health
  - Other areas of effective service delivery
- 2. Customer & Community Response (15%)** - The City seeks proactive and comprehensive customer response proposals that successfully address:
  - Proactive performance monitoring and adaptive management
  - Providing effective and tailored commercial customer service and billing
  - Minimizing customer confusion and inconvenience during implementation
  - Inspiring and supporting all customers to increase recycling and composting
  - Managing prompt and accurate data communications and financial transactions
  - Maintaining clean and vibrant business areas and neighborhoods
  - Additional community investment and customer support
- 3. Proposer Background and Past Performance (10%)** - The City seeks reliable and proven contracting partners that successfully demonstrate:
  - High customer and client satisfaction
  - Successful service delivery and customer support
  - Record of equity in hiring and subcontracting
  - Strong data systems and staffing
  - Leadership in sustainability and environmental performance
  - Strong financial and legal standing

- Commitment to partnership and long-term stability
- Effective community support and investment
- Clean and concise proposal and other vendor attributes

**4. Total System Price (50%)** - The City seeks Proposals that will provide the lowest overall system costs to City, including:

- Lowest combined Citywide payments for contracted services over the life of the contract(s)
- Lowest total City costs, including City facilities and operations, processing payments, city administrative and related programs costs