



WELCOME

Pre-Proposal Conference

Citywide Waste Collection and Disposal Services

Solicitation No. DCAM-24-NC-RFP-0003

July 17, 2023

DISCLAIMER



- The information contained in this presentation is for informational purposes only.
- In the event of a discrepancy between the information contained herein and the RFP documents, the RFP documents will take precedence.
- Remarks and explanations during this conference do not qualify or amend the terms of the solicitation.
- Nothing stated at the pre-proposal conference shall change the solicitation unless the change is made by the Contracting Officer by a written amendment.
- As a reminder, ALL verbal questions should be submitted to Contracts and Procurement for consideration and formal response, via QBSP

AGENDA



- Introductions
 - ❖ All attendees: Please sign the attendance sheet
- Purpose
- Procurement Schedule
- Scope of Services / Specifications
- Proposal Submission Requirements
- Evaluation Criteria
- Q&A

INTRODUCTIONS



➤ Contracts and Procurement Division

- Domonique Banks Contracting Officer
- Karen Araujo Senior Contract Specialist

➤ Sustainability + Energy Management Division

- Susan Riley Green Building Coordinator, COTR
- Matt Floca Associate Director

PURPOSE



- To inform potential offerors about the RFP
- To provide potential offerors clarity and direction as it relates to the RFP
- Offer potential offerors a platform to discuss and ask questions

PROCUREMENT SCHEDULE



- **Issue Date:** July 13, 2023
- **Pre-Proposal Conference:** July 17, 2023, at 10:00 a.m.
Marion S. Barry, Jr. Building – 441 4th St NW
South Side, 11th Floor, Room 1012
Washington, DC
- **Site Visit:** January 17, 2023
Time: following Pre-Proposal Conference
MPD Headquarters, 300 Indiana Ave NW
- **Last day for Questions:** July 20, 2023, by close of business
via Department’s QuickBase Contracts and
Procurement Submission Portal (“QBSP”)
- **Proposal Due Date:** August 11, 2023, at 10:00 a.m. via QBSP

SCOPE OF SERVICES / SPECIFICATIONS



➤ Overview

- Solicitation is in the Open Market.
- Department intends to award one (1) Contract.
- Contract is for a base period and up to four (4) additional option year periods.
- Firm-fixed Price contract with a Time-and-Materials component based on direct hourly labor hours for approved supplemental services.
- **Not-to-Exceed Owner-Directed Allowance**
 - Section B.3 and C.5.7
 - Disposal Costs for Trailer Services
- Trash and Recycling Management Services – Collection & Disposal
 - Various District facilities and 3 collection points in MD, requiring front-load, rear-load, roll-off, compactors containers
 - Service Facility Locations and Schedule (**Exhibit E.6**)

PROPOSAL SUBMISSION REQUIREMENTS



- Proposals are due on **August 11, 2023, no later than 10:00 a.m.** via electronic submission using the Quickbase Contracts and Procurement Submission Portal (“QBSP”).
- Refer to Section L and M of the RFP and **Exhibit A.8** (Vendor Submission Portal Instructions).
- Technical proposal must clearly demonstrate capacity to provide services.
- **Proposal Organization and Content**
 - Refer to Section L.2 of the RFP
 - All attachments shall be submitted as a .pdf, with exception of Price-Cost Proposal, which is to be submitted as excel format.
 - Label each attachment, i.e., “technical proposal”, “price-cost proposal”, “compliance documents package.”

PROPOSAL SUBMISSION REQUIREMENTS



- **Technical Proposal**
 - Table of Contents
 - Pages must be numbered consecutively
 - Proposal typewritten in 12-point font size
 - Submitted in organized manner:
 - Relevant Experience, Past Performance, and Capacity
 - Key Personnel Qualifications and Staffing Strategy
 - Project Management Plan
 - Past Performance Evaluation Form (**Attachment A.7**)
 - List of Key Personnel (**Exhibit E.5**)

- **Price-Cost Proposal**
 - Complete in form of **Exhibit E.4** (excel)
 - Offeror shall provide pricing for all CLINs. Failure to do so shall be sufficient to render Offeror's proposal nonresponsive and excluded from further evaluation (see Section L.2.6)

PROPOSAL SUBMISSION REQUIREMENTS



- **Compliance Documents Package**
 - Representations, Certifications, and Acknowledgements
 - Bidder-Offeror Certification Form
 - DOES First Source Employment Agreement
 - DOES First Source Initial Employment Plan
 - DSLBD SBE Subcontracting Plan
 - EEO Employer Information Report
 - Campaign Finance Reform Contractor Self-Certification Form
 - Certificate of Clean Hands
 - Valid DC Business License
 - Proof of Registration for Solid Waste Collector Vehicles with DC OWD, Department of Public Works

- **Vendor Submission Portal**
 - Technical, Price, and Compliance documents must be submitted via QBSP no later than proposal due date/time.

PROPOSAL SUBMISSION REQUIREMENTS



➤ Price-Cost Schedule – Trash

CLIN	DESCRIPTION - CONTAINER SIZE	QTY OF CONTAINERS	TOTAL ESTIMATED NO. PULLS (52-weeks)	FIRM-FIXED UNIT RATE	ESTIMATED EXTENDED PRICE
0001	10 YD roll off*	2	24		\$ -
0002	15 YD compactor *	15	1,040		\$ -
0003	2 YD VIP	1	52		\$ -
0004	2 YD	11	624		\$ -
0005	3 YD	5	780		\$ -
0006	30 YD compactor*	5	468		\$ -
0007	30 YD roll off*	25	1,284		\$ -
0008	4 YD	76	9,526		\$ -
0009	4 YD VIP (front load)	7	1,092		\$ -
0010	4 YD VIP (rear load)	15	4,004		\$ -
0011	6 YD	70	8,472		\$ -
0012	8 YD	211	31,200		\$ -
0013	8 YD VIP	2	312		\$ -
0014	96 GA	76	10,192		\$ -
TOTAL		521	69,070		\$ -

*For trailer services (roll-off and compactors), the firm-fixed unit rate excludes the disposal costs. Contractor shall be required to submit the original scale tickets to the COTR/District for reimbursement against the Owner-Directed Allowance. In no event shall the Contractor be reimbursed without proof of the original scale ticket. Scale tickets must be clear and legible (Section C.5.7.2).

PROPOSAL SUBMISSION REQUIREMENTS



➤ Price-Cost Schedule – Recycling

CLIN	DESCRIPTION - CONTAINER SIZE	QTY OF CONTAINERS	TOTAL ESTIMATED NO. PULLS (52-weeks)	FIRM-FIXED UNIT RATE	ESTIMATED EXTENDED PRICE
0015	15 YD compactor*	13	728		\$ -
0016	2 YD VIP	1	52		\$ -
0017	2 YD	21	2,756		\$ -
0018	3 YD	4	364		\$ -
0019	30 YD compactor*	4	260		\$ -
0020	30 YD roll off*	8	624		\$ -
0021	35 GA	141	11,648		\$ -
0022	4 YD	40	4,172		\$ -
0023	4 YD VIP (front load)	3	312		\$ -
0024	4 YD VIP (rear load)	5	676		\$ -
0025	6 YD	45	4,680		\$ -
0026	8 YD	168	17,732		\$ -
0027	96 GA	259	23,660		\$ -
TOTAL		712	67,664		\$ -

*For trailer services (roll-off and compactors), the firm-fixed unit rate excludes the disposal costs. Contractor shall be required to submit the original scale tickets to the COTR/District for reimbursement against the Owner-Directed Allowance. In no event shall the Contractor be reimbursed without proof of the original scale ticket. Scale tickets must be clear and legible (Section C.5.7.2).

PROPOSAL SUBMISSION REQUIREMENTS



- Price-Cost Schedule – Supplemental Services
 - Time and Materials

CLIN	DESCRIPTION - LABOR CATEGORIES	UNIT	EST. QTY	FIRM-FIXED HOURLY LABOR RATE	ESTIMATED EXTENDED PRICE
0028	Machinery Maintenance Mechanic (23530)	HRLY	1		\$ -
0029	Machinist, Maintenance (23550)	HRLY	1		\$ -
0030	Maintenance Trades Helper (23580)	HRLY	1		\$ -
0031	Painter, Maintenance (23760)	HRLY	1		\$ -
0032	Sheet - Metal Worker, Maintenance (23890)	HRLY	1		\$ -
0033	Welder, Combination, Maintenance (23960)	HRLY	1		\$ -
TOTAL					\$ -

PROPOSAL SUBMISSION REQUIREMENTS



➤ Price-Cost Schedule – Supplemental Services

➤ Flat Rate

CLIN	DESCRIPTION	UNIT	ESTIMATED QUANTITY	FIRM-FIXED FLAT RATE	ESTIMATED EXTENDED PRICE
0034	Container Relocation (DC Locations)	FLAT RATE	1		\$ -
0035	Container Relocation (MD Locations)	FLAT RATE	1		\$ -
0036	Container Replacement Fee 96 GA	FLAT RATE	1		\$ -
0037	Container Replacement Fee 2 YD	FLAT RATE	1		\$ -
0038	Container Replacement Fee 3 YD	FLAT RATE	1		\$ -
0039	Container Replacement Fee 4 YD	FLAT RATE	1		\$ -
0040	Container Replacement Fee 6 YD	FLAT RATE	1		\$ -
0041	Container Replacement Fee 8 YD	FLAT RATE	1		\$ -
TOTAL					\$ -

PROPOSAL SUBMISSION REQUIREMENTS



➤ Price-Cost Schedule – Supplemental Services

➤ Container Size

CLIN	DESCRIPTION OF ITEMS	EST. QTY	TOTAL EST. NO. OF PULLS	FIRM-FIXED UNIT RATE	ESTIMATED EXTENDED PRICE
0042	Trash Container 35 GA	1	1		\$ -
0043	Recycling Container 10 YD	1	1		\$ -
TOTAL					\$ -

PROPOSAL SUBMISSION REQUIREMENTS



- **DSLBD SBE Subcontracting Form**
 - For Contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted to qualified SBEs
 - Must be fully and accurately completed, and legible
 - Failure to do so may be sufficient to render proposal non-responsive

- **DOES First Source Employment Agreement & Plan**
 - Must be accepted by DOES prior to start of services
 - Contracts valued at \$300,000 or more

- **Insurance Requirements**
 - Certificate of Insurance (“COI”) must be submitted within 7-10 business days from Notice of Award
 - DC Office of Risk Management must approve COI prior to execution of Contract

EVALUATION CRITERIA



- **Technical Evaluation Factors**
 - **Factor A:** Relevant Experience, Past Performance, and Capacity 20 points
 - **Factor B:** Key Personnel Qualifications and Staffing Strategy 15 points
 - **Factor C:** Project Management Plan 45 points
 - Total Maximum Technical Points Allowable 80 points

- **Price** 20 points

- **CBE Preference Points** up to 12 points

- **Total Possible Points** 112 points Max

EVALUATION CRITERIA



➤ Technical Rating Scale

Numeric Rating	Adjective	Description
0	Unacceptable	Fails to meet minimum requirements; e.g., no demonstrated capacity, major deficiencies which are not correctable; offeror did not address the factor.
1	Poor	Marginally meets minimum requirements; major deficiencies which may be correctable.
2	Minimally Acceptable	Marginally meets minimum requirements; minor deficiencies which may be correctable.
3	Acceptable	Meets requirements; no deficiencies.
4	Good	Meets requirements and exceeds some requirements; no deficiencies.
5	Excellent	Exceeds most, if not all requirements; no deficiencies.



QUESTIONS?



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