



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by Wm Date 7.13.07
General Manager

DATE: July 13, 2007
TO: General Manager
FROM: Assistant General Manager
SUBJECT: Authorization to Issue a Request for Proposals (RFP) for the Purchase and Financing of a New Landfill Compactor.

RECOMMENDATION: That the Board authorize issuance of a Request for Proposals (RFP) for the purchase of a new Landfill Compactor. This unit is shown as being financed under a total acquisition price totaling \$1,000,000. The purchase of this unit is included in the FY 2007/2008 Budget.

BACKGROUND

A landfill compactor is one of the main equipment components of the Monterey Regional Waste Management District's (District) landfill operations. This is the primary unit designed to provide compaction and placement of refuse in the landfill. The compactor is perhaps the single most important piece of landfill equipment operated (it is responsible for the compaction and optimal utilization of the airspace in the landfill), and is one of the most heavily utilized pieces of equipment – it operates continuously for up to 11 or 12 hours a day or 1,800 hours annually. As such, it is one of the most carefully considered purchases the District makes. A landfill compactor (pictures attached) is a large, heavy (over 120,000 lbs), piece of equipment that has specially designed wheels with “spikes” designed to push the garbage down firmly into layers or “lifts”.

The two current compactors, a Caterpillar 836C (purchased in 1995) has 18,600 hours of use and the Caterpillar 836G (purchased in 2001) has 15,300 hours of use. The expected useful life for a compactor runs around 17,000 -19,000 hours. Beyond that, the frame of the machine may begin to develop stress fractures. The 836G is the front-line piece of equipment and the 836C is allocated to a back-up position.

DISCUSSION

Staff recommends that it is in the best interest of the District to issue an RFP for the landfill compactor selection process. Over the past several months, staff has conducted substantial research into a process for obtaining proposals for the purchase of a landfill compactor and has been able to utilize several current landfill compactor purchase selection processes from local and regional public agencies to develop the framework for the RFP.

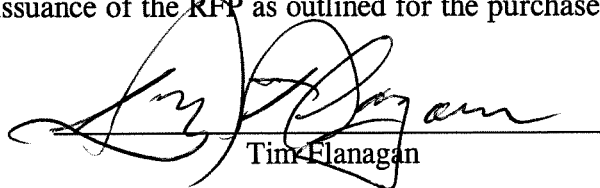
The selection process would be divided into several key criteria that staff believes allows for a fair and objective evaluation, that factor in performance and price comparisons, in order to select the best possible landfill compactor for the District's landfill operations. The key categories for evaluation would be as follows:

Category	Points	Description
Price	40	Lowest responsible, qualified proposal, would get 40 points, the next lowest one 35 points, next 30 points, etc.
Maintenance and Service	30	Guaranteed 5 year maintenance cost projections, service area location and response, parts availability, length of service intervals, price for service calls, and new environmental compliance standards for emissions would be some of the criteria evaluated in this category. This category would be a combination of a subjective review and objective measures.
Guaranteed Purchase Buy-Back	15	This would be the amount the vendor is willing to provide in the form of a guaranteed purchase "buy-back" at yearly or monthly intervals if the District, for whatever reason, should choose to sell back the compactor to the vendor for a specific dollar amount.
Reliability Review	15	An evaluation of how many machines are running in industry in similar applications and the operator's satisfaction with that particular compactor.
Total	100	

District staff believes that this selection process would be in the District's best interest and would produce the most cost-effective and reliable equipment for the District's long-term utilization. This process allows staff the necessary flexibility to recommend a purchase request to the Board for one of the major pieces of equipment on site that helps ensure our continued regulatory compliance. This purchase allows for the necessary equipment redundancy by the movement of the current primary landfill compactor (CAT 836G) into a back-up status. The older landfill compactor (CAT 836C) would then be declared surplus equipment and sold on the open market

SUMMARY

Staff is recommending a Request for Proposal (RFP) approach that allows for an evaluation of a number of factors on a point awarded basis to determine the vendor for the selection of a landfill compactor. It is recommended that the Board authorize issuance of the RFP as outlined for the purchase of a new landfill compactor.



Tim Flanagan

NOTICE INVITING PROPOSALS
FOR
ONE NEW LANDFILL COMPACTOR

July 20, 2007

SCOPE

The Monterey Regional Waste Management District (District) is requesting formal proposals for the purchase of one new **Landfill Compactor**, to be used in the District's solid waste disposal and recycling operations. The Equipment Specifications for the new Landfill Compactor are attached to this notice.

PROPOSALS

1. Proposers shall submit a completed "**Total Cost Proposal Form**" included with this notice.
2. Proposals must be delivered to the District's Administration Building at 14201 Del Monte Boulevard, Marina, California, **before the hour of 3:00 PM, Friday, August 3, 2007**. Any proposal received after that time shall be returned to the Proposer unopened.
3. Proposals shall be submitted in a sealed package with the closing date and seller's and buyer's name clearly marked on the outside. Please mark on the envelope "**PROPOSAL ENCLOSED**".
4. Any Proposer may withdraw their proposal by written request at any time prior to the scheduled closing time for receipt of proposal, but no Proposer may withdraw their proposal for a period of thirty (30) days after the scheduled closing time for receipt of proposal.

GENERAL TERMS AND CONDITIONS OF PROPOSALS

All proposals submitted shall meet the following terms and conditions:

1. Unit offered for sale shall be new, standard production model of the latest design in current production. Date of manufacture must be specified.
2. Materials shall be of good commercial quality for the intended service and shall be produced by use of current manufacturing processes. Materials shall be treated to resist rust, corrosion, and wear.
3. The design of the mechanical members shall be such that the stress imposed through normal shock loads at maximum engine torque shall not cause rupture or permanent deformation or undue wear on any member.

4. The Proposer shall provide a facility within 50 miles of the working location of the machine, staffed with qualified servicemen and with provisions for storing a representative supply of parts for the machine offered and with provisions for securing parts from the manufacturer within 24 hours.
5. The unit furnished must comply with the requirements of (a) air pollution and exhaust emission control apparatus meeting current requirements of the California Air Pollution Control Board, and (b) current federal and State OSHA standards.
6. The Proposer shall submit the manufacturer's latest published data sheets, specifications, and advertising literature for the proposed unit, a copy of which shall be included with, and made a part of the Proposers quotation.
7. The Proposer shall be prepared to give a complete demonstration of the merits of the machine offered. The machine so demonstrated shall be complete as offered by the Proposer for this proposal.
8. The Proposer shall submit for approval a list of any variations from, or exceptions to, the proposal conditions and equipment specifications of this notice. This list shall be labeled, "Exception(s) to Proposal Conditions and Equipment Specifications," and shall be attached to the proposal.
9. The price quoted shall include all transportation charges fully prepaid to the District's site, located at 14201 Del Monte Blvd., 1 mile east of Highway 1, two miles north of Marina, California.
10. The District desires delivery to be completed within 120 calendar days from date of award. It is anticipated that an award will be made on August 17, 2007. Anticipated delivery date shall be indicated on the "Total Cost Proposal Form."
11. The successful Proposer shall provide a one-year warranty on the landfill compactor and appurtenances. All warranty work shall be performed at the District's site, if possible, with no extra travel charges. If warranty work must be performed off site, the Proposer shall pay the cost of transportation.
12. The successful Proposer shall supply one (1) parts book, one (1) service and repair manual, covering all parts and systems, and two (2) operator's manuals.
13. If any prospective Proposer is in doubt as to the true meaning of any part of this Notice Inviting Proposals, a written request for an interpretation or correction thereof may be submitted to the District. Any interpretation or correction of the specifications will be made by addendum, and copies of such addendum will be mailed or delivered to each person or firm receiving this Notice Inviting Proposals. The District will not be responsible for any other explanations or interpretations of the specifications.
14. In the event of major model change by manufacturer or cancellation of Proposer's franchise from manufacturer, Proposer has right to cancel this contract to deliver. This does not cancel any obligation on equipment already delivered under contract.
15. The contract will be awarded to the responsible Proposer whose equipment performance history, price, guaranteed purchase buy-back, delivery schedule, warranties, maintenance facilities, past service performance, parts availability, and general support after delivery will, in the opinion of the District, best meet the requirements of the District. It is clearly understood that the District reserves the right to reject any or all proposals, to waive any informality and to accept in whole or in part such proposals as may be deemed in the best interest of the District. Clarifications of the Equipment Specifications and this Notice should be directed to Ron Mooneyham, Equipment Maintenance Manager, at phone (831) 384-5313, FAX (831)384-3567.

William Merry
General Manager

Date

TOTAL COST PROPOSAL FORM
For
ONE NEW LANDFILL COMPACTOR

PROPOSALS MUST BE RECEIVED BY 3:00 PM, FRIDAY, AUGUST 3, 2007

The Monterey Regional Waste Management District desires to purchase one new Landfill Compactor, F.O.B. 14201 Del Monte Boulevard, Marina, California, plus 7.25% sales tax, as per specifications and requirements stated herein.

The District intends to make an award at the Board of Directors meeting on August 17, 2007. It is understood that this proposal shall remain in effect and may not be withdrawn for a period of thirty (30) days after the scheduled closing time for receipt of proposal.

PROPOSER TO COMPLETE

THE UNDERSIGNED AGREES TO FURNISH THE COMMODITY STIPULATED IN THE ATTACHED QUOTATION AT THE PRICE AND TERMS STATED, SUBJECT TO THE APPROVAL OF THE BOARD OF DIRECTORS OF THE MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

MANUFACTURER/MODEL: _____

PROPOSAL PRICE: _____

Sales Tax (7.25%): _____

TOTAL PROPOSAL PRICE: _____

Dollars (written): _____

Addendum Received (if any): _____

Complete Delivery of Landfill Compactor will be made within the following number of calendar days after receipt of Order: _____

Proposer (Company Name): _____

Address: _____

Telephone and FAX: PH: _____ FAX: _____

Authorized Agent's Name and Title: _____

Authorized Agent's Signature: _____

Date: _____