

Request for Qualifications

Purchase, Transport and Management of Recovered Post-Consumer Recyclables

**Issued by: Monterey Regional Waste Management District
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1. INTRODUCTION

The Monterey Regional Waste Management District (MRWMD or “the District”) is a multi-jurisdictional public agency serving western Monterey County, CA. The District provides a wide array of waste management services, including recycling processing, public drop-off, composting, landfilling, renewable energy production from MSW, and a second-hand store, the Last-Chance Mercantile.

Currently, the District is nearing completion of the installation of new recycling processing systems. The new systems will efficiently separate and recover post-consumer commodities from the residential single-stream, commercial mixed-waste, and construction and demolition (C&D) waste streams.

A. Process Timeline

The key activities and completion dates for the RFQ process are provided in Table 1.

Table 1: Process Timeline

Milestones*	Date
Distribution of RFQ	November 1, 2017
Written questions regarding RFQ due	November 15, 2017
Written answers to questions distributed	November 22, 2017
Submittal of Qualifications to MRWMD	December 6, 2017
MRWMD review of Qualifications and Reference verification	December 13, 2017
Select buyer/contractor for negotiation of service agreement	December 21, 2017
Negotiate and Execute Service Agreement	January 12, 2017
Commencement of Service	February 2018

*The District reserves the right to modify this schedule as needed.

2. TARGETED COMMODITIES

The commodities that will be targeted for recovery and sale are listed in Table 2 below.

Table 2: MRWMD Commodities

(Tons / Year)

Targeted Commodity	Expected Yr 1 Single Stream Recovery	Expected YR 2+ Single Stream Recovery	Expected Yr 1 MSW Recovery	Expected Yr 2+ MSW Recovery
OCC	7,500	10,000	2,650	4,800
ONP	2,000	2,750	0	0
OMP	10,200	13,600	2,500	5,000
Other Fiber				
PET	340	455	120	240
HDPE	680	910	120	240
Mixed Plastic (3-7)	570	760		
Mixed Rigid Plastic			525	1050
Film Plastic			250	500
Tin/Steel Cans	1,150	1,550		
Mixed Scrap Metal (FE & Non-Fe)			1,725	3,450
Aluminum UBC's	145	190	60	120
Glass				
Color Sorted				
3-Mix	4,500	6,000		

3. SCOPE OF REQUESTED QUALIFICATIONS

The MRWMD wishes to enter into a long-term service agreement with a highly-qualified buyer/broker of post-consumer recyclables to purchase and manage all of the commodities recovered by the District's new recycling processing operation.

Respondents to this Request for Qualifications must demonstrate each of the following:

- 1) Proven ability to consistently purchase and market large volumes of post-consumer recyclable commodities, as listed in Table 1.
- 2) Ability to manage CalRecycle Shipping Reports and all associated California Redemption Value (CRV) administrative requirements.
- 3) Demonstrated ability to purchase and move all MRF products off-site during adverse market conditions, including:
 - a. Economic fluctuation
 - b. Inclement weather
 - c. Port Strike
 - d. Port Slow-Down
 - e. Shipping Container or Van Availability
 - f. Local Labor Strike
- 4) Effective strategies to assist customers in dealing with China's "Green Fence" initiative.
- 5) Anticipated ability to address China's "National Sword" initiative's impact on the sale of post-consumer recyclables in California and approach to dealing with "National Sword", including specific strategies to assure that MRWMD recyclables are consistently purchased and shipped to end-users at the highest local-market prices.
- 6) Experience and proven ability to handle claims for moisture content, prohibitives, and out-throws.

4. REQUEST FOR QUALIFICATIONS POLICIES, CONDITIONS AND PROCESS

The District reserves the right, in its sole discretion, to pursue any or all of the following actions regarding this RFQ process:

- Issue addenda and amend the RFQ;
- Request additional information and/or clarification from respondent;
- Extend the deadline for submitting qualifications;
- Withdraw this RFQ;
- Reject submittals that do not fully comply with the requirements detailed in this RFQ, its attachments, addenda, or clarifications;
- Reject incomplete submittals; submittals containing errors, inconsistencies, false, inaccurate or misleading information; submittals submitted after the deadline; or, submittals with other process or content errors or deficiencies;

Submittal Process

Step one: Submittal of Questions

Respondents must submit questions to the District by November 15, 2017 at 4:00 p.m. Questions must be submitted via email to the following email address:

MRWMD-Commodities@sloanvazquez.com

Step two: Submittal of Qualifications

Respondents must submit Qualifications to the District by December 4, 2017 at 4:00 p.m. Submittals must be submitted via email to the email address provided in Step One.

The submittal must include the following cover page:

**QUALIFICATIONS FOR PURCHASE, TRANSPORT AND MANAGEMENT OF RECOVERED POST
CONSUMER RECYCLABLES**

TO: MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

FROM: NAME OF PROPOSER:

ADDRESS:

CONTACT PERSON:

TELEPHONE NUMBER:

EMAIL:

5. SUBMITTAL REQUIREMENTS

Respondents shall present qualifications in accordance with the following outline:

1. Cover Page (Described in Section 4, Step Two)

2. Cover Letter

3. Purchasing and Marketing Experience

Describe the company's ability to consistently purchase and market large volumes of post-consumer recyclable commodities, as listed in Table 2

4. Reports and Administrative Requirements

Describe the company's experience and approach to managing CalRecycle Shipping Reports and all associated California Redemption Value (CRV) administrative requirements.

5. Operating Under Adverse Market Conditions

Describe the company's approach and provide examples of successful efforts to purchase and move all MRF products off-site during adverse market conditions, including:

- | | |
|-------------------------|---|
| a. Economic fluctuation | e. Shipping Container or Van Availability |
| b. Inclement weather | f. Local Labor Strike |
| c. Port Strike | |
| d. Port Slow-Down | |

6. "Green Fence" Strategies

Describe the company's strategies to assist customers in dealing with China's "Green Fence" initiative. Provide examples of problems and solutions. Provide references.

7. "National Sword" Strategies

Describe your firm's interpretation of China's "National Sword" initiative and how you expect it to impact the sale of post-consumer recyclables in California. What is your firm's strategy for dealing with "National Sword"? What specific strategy will you employ to assure that MRWMD recyclables are consistently purchased and shipped to end-users at the highest local-market prices?

8. Approach to Claims of Moisture Content, Prohibitives and Out-Throws

Describe the way your firm deals with claims for moisture content, prohibitives, and out-throws. Provide examples of problems and solutions. Provide references.

9. Approach to Marketing Commodities

- a. Commodity purchase/sale strategy
- b. Domestic versus Export – Rationale and Current practice
- c. Broker Fees and other add-ons that will impact net revenue paid to MRWMD
- d. Purchase Price Floor/Ceiling Commitments

10. Ability to secure third-party tonnage for processing, and/or packaging and shipping, by the District.

- a. Residential Single-Stream
- b. Commercial Single-Stream
- c. Source-Separated Fiber Grades
- d. Organic Materials
 - i. Wood waste
 - ii. Yard (green) waste
 - iii. Food waste
- e. C&D material

11. Ability to market materials other than those listed in Table 2

E.g.: Textiles, Multi-material Packaging (Cartons), drywall, biomass, et al

12. Form A: List of Markets 2015 - Present

List your firm's end-markets for 2015-to-present.

13. Form B: Customer Reference Forms

Complete Form B for ten California reference customers/facilities

6. SERVICE AGREEMENT

The District expects to enter into a long-term service agreement with the selected respondent. The primary term of the agreement will be one (1) year with two (2), two (2) year extensions, for a total of five (5) years. The one-year extensions will be offered upon evaluation of the buyer's performance and at the sole discretion of the District.

The District will guarantee the delivery of ninety-percent (90%) of the commodities generated by the recycling processing operation to the selected buyer/contractor. The District will reserve the right to independently market up to ten-percent (10%) of the recovered commodities.

The precise service requirements and terms of payment will be determined upon negotiation of the service agreement with the selected buyer/contractor.

Form B: Customer Reference Forms

Customer Reference Facility #1

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #2

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #3

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #4

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #5

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #6

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #7

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #8

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #9

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	

Customer Reference Facility #10

Customer (Company) Name	
Facility Manager	
Manager Phone	
Manager Email	
Location of Facility	
Years of Service	
Avg. Annual Tons Purchased	