

**Indian River County, Florida
Solid Waste Disposal District
Board Memorandum**

Date: September 25, 2023

To: The Solid Waste Disposal District Board of Commissioners

Through: John A. Titkanich, Jr., County Administrator
Sean C. Lieske, Director of Utility Services

Prepared By: Himanshu H. Mehta, PE, Managing Director, Solid Waste Disposal District

Subject: An Additional Update on Franchise Collection Procurement Process

Descriptions and Conditions:

On July 11, 2023, the Solid Waste Disposal District (SWDD) Board approved staff's recommendation associated with the drafting and issuance of the Request for Proposals (RFP) documents for procuring the new franchise agreement for solid waste collection in unincorporated Indian River County (IRC), as well as recycling services throughout IRC.

On August 29, 2023, SWDD and the Town of Indian River Shores (IRS) entered into an Interlocal Agreement (IA) whereby IRS would directly participate in the RFP process. In addition, the RFP will include flexibility to the piggyback clause that will allow other municipalities the ability to negotiate with the selected franchise hauler for services that meet their needs.

Staff has been working with Kessler Consulting, Inc., (KCI) to provide procurement assistance to IRC for soliciting a new franchise agreement. KCI has provided a draft RFP document for staff review, and we are still on target to release the RFP in mid to late October 2023 with a proposal deadline in January 2024 and final recommendation of award of the contract in summer of 2024. This timeline will allow for a 14-month transition period between service providers before the new franchisee commences service on October 1, 2025.

Staff is providing this additional update to the Board regarding the scoring system to be utilized by the selection committee.

Analysis:

As part of the review and preparation of the draft RFP, staff recognized that there should be more points allotted to both the qualification/references that a potential hauler has as well as more points to their technical proposal. In order to accomplish this, staff reduced the financial proposal score by 20 points and allocated 10 points each to the evaluation criteria just mentioned. Please see below for the updated table:

Evaluation Criteria	Maximum Evaluation Points	Maximum Evaluation Points
Qualifications and References	15	25
Technical Proposal	15	25
Participation Growth Strategy	5	5
Financial Proposal	65	45
Total Points Possible	100	100

Funding:

This agenda provides a framework for a future solicitation and is not requesting any funding.

Recommendation:

Solid Waste Disposal District staff recommends the Board approve the updated scoring system to be utilized in the Solid Waste and Recycling Services Request for Proposal solicitation package.