



# VILLAGE OF KEY BISCAYNE

Office of the Village Manager

## MEMORANDUM

*Village Council*  
Robert L. Vernon, *Mayor*  
Michael Davey, *Vice Mayor*  
Enrique Garcia  
Robert Gusman  
Michael E. Kelly  
Jorge E. Mendia  
Thomas Thornton

*Village Manager*  
Genaro "Chip" Iglesias

DATE: March 3, 2010  
TO: Honorable Mayor and Members of the Village Council  
FROM: Genaro "Chip" Iglesias, Village Manager  
RE: Recommendation- Solid Waste RFP

### RECOMMENDATION

Council should make a Motion to award the Request for Proposals ("RFP") for Solid Waste Services and determine specific method of services to be provided. My recommendation for your consideration would be to select Choice Waste and Recycling Services which was the low bidder at \$ 33.96 under Scenario # 7 which is the side/back yard pick up for both garbage and recycling (the homeowner is not required to provide access for this method and they can bring to curbside if so desired. Choice will return containers to house instead of leaving at curbside) and to change to a 64-gallon container for recycling. The container will increase recycling efforts and hopefully lower our disposal costs (tipping fee) because more items will be recycled. This will become a "greener" method.

### BACKGROUND

The Village of Key Biscayne ("Village") issued an RFP for Solid Waste and Recycling Services on January 15<sup>th</sup>, 2010. On January 27<sup>th</sup>, 2010 we held a mandatory pre-proposal conference for any prospective contractors. The proposal submission deadline was on February 8<sup>th</sup>, 2010. The Village received four (4) proposals from the following companies:

- 1) Choice Environmental Services
- 2) Waste Management Inc. of Florida
- 3) Waste Pro of Florida
- 4) Waste Services of Florida

I created a Village Selection Committee (“Committee”) comprised of Chair Ramon Castella (C3TS), Armando Nunez, Public Works Director, and Jud Kurlancheek, Building, Planning, and Zoning Director. The selection committee evaluated the proposals based on the following criteria:

- 1) Qualifications in terms of experience in solid waste management
- 2) Capacity and ability to perform
- 3) Organization, availability, and commitment to performance
- 4) Price and cost considerations
- 5) Other considerations, including Employee/Resident Safety Plan, Emergency Preparedness Plan, Transition Plan, Corporate Goodwill, Customer Service Plan, and Litigation History
- 6) Overall responsiveness to RFP

The Committee found all four proposers to be responsive to the RFP and capable in the field of solid waste management. A request for additional information was submitted to all four firms on February 22<sup>nd</sup> seeking prices on an additional alternative option of side/back yard pick up for both garbage and recycling. Choice and Waste Pro provided the most advantageous pricing options on all scenarios. A chart with the different scenarios and the prices submitted by the contractor is attached for your review.

The current direct monthly cost per household is \$ 38.53. The current total monthly cost per unit is \$ 41.25. The final cost per household for this year will be established once the vendor is selected and total costs are factored into a recommended new rate. A resolution awarding a contract, an agreement with the vendor, and a new rate will be on the March 16<sup>th</sup> Council meeting agenda for final action.

## MEMORANDUM

**DATE:** February 23, 2010

**TO:** Genaro "Chip" Iglesias  
Village Manager

**FROM:** Selection Committee

**SUBJECT:** Review of RFP for Collection, Transportation and Disposal of Solid Waste for the Residential Area

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Four proposals were received in response to the Village's Request for Proposal. These four proposals were from Choice Environmental Services, Waste Management Inc. of Florida, Waste Pro of Florida and Waste Services of Florida. The proposals were reviewed by the Village's Selection Committee pursuant to the following criteria:

Price and Cost Considerations

Overall Responsiveness to the RFP

Experience in Solid Waste Management

Capacity and Ability to Perform

Organization, availability and Commitment to Performance

Other Considerations, including Safety Plan, Emergency Preparedness, Transition Plan, Corporate Goodwill, Customer Service Plan and Litigation History

Based on the Committee's initial review, all of the respondents were found to be responsive, experienced and generally capable in the field of solid waste management. However, two of the respondents ( Waste Management Inc. of Florida and Waste Services of Florida) were found to have proposed pricing well in excess of the Village's current billing structure to residents. Those two responses were found to be not in the best interest of the Village, and therefore were not considered for further review.

The Committee proceeded to check references on and conduct interviews with the remaining two firms (Choice Environmental and Waste Pro of Florida) to clarify various issues and concerns, particularly with respect to waste management methodologies, availability, responsiveness and commitment. References for both companies were found to be very favorable. Both companies had adequate equipment, personnel and

facilities, similar views on waste collection methodologies, public outreach, responsiveness and commitment to servicing the client. Choice has more local Miami-Dade County experience and a more established local presence. Waste Pro is very experienced in serving municipalities throughout the State of Florida, and has in recent years established a strong presence in Broward and Palm Beach Counties, with a commitment to grow in Miami-Dade.

In our opinion both companies were responsive and responsible in their responses to the Village's RFP, and either company would serve and satisfy the Village's needs for Solid Waste Management. The determination as to which of the companies represents the best response depends essentially on which collection systems the Village decides on. The companies provided pricing on a range of options and alternatives, which can be summarized as follows:

- Scenario 1 - Current system of twice-weekly side & back yard garbage pick up / once per week curbside recycling bag pickup / once per month bulk trash pick up
- Scenario 2 - Current system of twice-weekly side & back yard garbage pick up / once per week curbside recycling wheeled container pickup / once per month bulk trash pick up
- Scenario 3 - Current system of twice-weekly side & back yard garbage pick up / once per week curbside recycling bins pickup / once per month bulk trash pick up
- Scenario 4 - System of twice-weekly curbside wheeled container garbage pick up / once per week curbside recycling bag pickup / once per month bulk trash pick up
- Scenario 5 - Current system twice-weekly side and back yard garbage pick up / once per week side and back yard recycling bag pick up / once per month bulk trash pick up
- Scenario 6 - Current system twice-weekly side and back yard garbage pick up / once per week side and back yard recycling bins pick up / once per month bulk trash pick up
- Scenario 7 - Current system twice-weekly side and back yard garbage pick up / once per week side and back yard recycling wheeled container pick up / once per month bulk trash pick up

The respondents also provided options for each of the scenarios listed above with more frequent bulk waste pickup (twice per month and weekly).

As can be seen on the attached pricing summary, Waste Pro provides the best pricing under scenarios 1 and 4, while Choice Environmental provides the best pricing under scenarios 2, 3, 5, 6 and 7.

**VILLAGE OF KEY BISCAYNE  
COLLECTION, TRANSPORTATION AND DISPOSAL OF SOLID WASTE  
EVALUATION ANALYSIS  
FEBRUARY 16, 2010**

<b>Description of Service</b>	<b>Lowest price</b>	<b>Second Lowest</b>	<b>Third Lowest</b>	<b>Fourth Lowest</b>
<b>Scenario 1 *</b> Current side/back yard garbage pick up and current recycling in bags	<b>WASTE PRO</b> \$ 34.25	<b>CHOICE</b> \$ 34.55	<b>WASTE MGMT</b> \$ 47.23	<b>WASTE SRVS</b> \$ 49.27
<b>Scenario 2</b> Current side yard/back garbage pick up and recycling in wheeled container	<b>CHOICE</b> \$34.94	<b>WASTE PRO</b> \$ 35.75	<b>WASTE SRVS</b> \$ 47.95	<b>WASTE MGMT</b> \$ 50.53
<b>Scenario 3</b> Current side yard/back garbage pick up and recycling in bin containers	<b>CHOICE</b> \$ 34.18	<b>WASTE PRO</b> \$ 34.75	<b>WASTE MGMT</b> \$ 46.48	<b>WASTE SRVS</b> \$ 47.27
<b>Scenario 4</b> Garbage and recycling in wheeled containers	<b>WASTE PRO</b> \$ 35.75	<b>CHOICE</b> \$ 37.22	<b>WASTE SRVS</b> \$ 45.79	<b>WASTE MGMT</b> \$ 48.03

\* Current service under Waste Management's existing contract

**FACTS**

- The five year contract for Waste Management Inc of Florida will expire on February 28, 2010.
- For fiscal year 2010 Waste Management bills VKB \$38.53 p/unit x 1,298 houses on a monthly basis
- In 2005 the starting rate was \$33.00
- VKB bills residents \$495.00 annually
- Current service provided to residents is:
  - side/back yard garbage pick up twice a week
  - Once a week curbside recycling pick up utilizing plastic bags (supplied by WM upon residents request)
  - Once a month bulk trash pick up

**VILLAGE OF KEY BISCAYNE  
COLLECTION, TRANSPORTATION AND DISPOSAL OF SOLID WASTE**

**ADDITIONAL ALTERNATIVE OPTION  
SIDE/BACK YARD PICK UP FOR BOTH GARBAGE AND RECYCLING**

**FEBRUARY 22, 2010**

<b>Description of Service</b>	<b>Lowest price</b>	<b>Second Lowest</b>	<b>Third Lowest</b>	<b>Fourth Lowest</b>
<b>Scenario 5</b> Side/back yard pick up for both garbage and recycling <b>Recycling in bags</b>	<b>CHOICE</b> \$ 32.44	<b>WASTE PRO</b> \$ 36.00	<b>WASTE SRVS</b> \$ 46.50	<b>WASTE MGMT</b> \$ 52.53
<b>Scenario 6</b> Side/back yard pick up for both garbage and recycling <b>Recycling in bins</b>	<b>CHOICE</b> \$ 34.96	<b>WASTE PRO</b> \$37.00	<b>WASTE SRVS</b> \$ 47.95	<b>WASTE MGMT</b> \$ 52.53
<b>Scenario 7</b> Side/back yard pick up for both garbage and recycling <b>Recycling in containers</b>	<b>CHOICE</b> \$ 33.96	<b>WASTE PRO</b> \$ 37.50	<b>WASTE SRVS</b> \$ 48.50	<b>WASTE MGMT</b> \$ 53.53