

| RFP Reference Section | Evaluation Criteria | Weighting (%) | Scoring | Scoring Description |
|---|---|---------------|------------|---|
| STEP 1 – Proposal Responsiveness (if all PASS, move to STEP 2) | | | | |
| Responsiveness to RFP | | | P/F | PASS if required information provided; FAIL if required information not provided |
| 1.2 | Attend Mandatory Pre-proposal Video Conference | | | Provision of required information |
| 5.7.1 | Cover letter that includes all of the requirements listed in Section | | | Provision of required information |
| 5.7.1 | Executive summary that highlights the major elements of the Vendor’s qualifications and proposal, including a brief description of the Vendor’s initial transition plan and schedule, and facilities to be used. | | | Provision of required information |
| 5.7.1 | Proposal Bond | | | Provision of required information |
| 5.7.1 | Performance Bond Commitment Letter | | | Provision of required information |
| 5.7.1 | Signed Copies of Addenda acknowledging receipt | | | Provision of required information |
| 5.7.1 | Table of Contents | | | Provision of required information |
| 5.7.2 | Key personnel and brief descriptions of the qualifications and experience of the individuals who will administer the Franchise Agreement. | | | Provision of required information |
| 5.7.2 | Name and resumes of principal officers, partners, or other officials or managers who will be performing substantive responsibilities required under the Franchise Agreement. | | | Provision of required information |
| 5.7.2 | Provide four (4) clients that the City may conduct a reference | | | Provision of required information |
| 5.7.2 | Conflict of interest statement | | | Provision of required information |
| 5.7.2 | Provide history for the last five (5) years of all claim settlements, arbitrations, litigation proceedings, and civil actions involving One Hundred Thousand Dollars or more, and all criminal actions in which the company, its parent company, subsidiaries, all partners, or principals were involved. | | | Provision of required information |
| 5.7.2 | List any liquidated damages, administrative fines, charges, or assessments that total fifty thousand dollars or greater in any one (1) calendar year during the last five (5) years. | | | Provision of required information |
| 5.7.3 | Letter from Vendor’s bank/financial institution clearly stating that the Vendor has adequate assets and/or irrevocable line or credit that is sufficient to compensate for all required payments to the City, capital costs, equipment costs, start-up costs, and a minimum of three (3) months’ operating costs. | | | Provision of required information |
| 5.7.3 | Audited financial statements for the most recent three (3) fiscal years OR three (3) years of business tax returns. | | | Provision of required information |
| 5.7.4.1 | Transition Plan | | | Provision of required information |
| 5.7.4.2 | Operations Plan | | | Provision of required information |
| 5.7.4.3 | Customer Service Plan | | | Provision of required information |
| 5.7.4.4 | Diversion Plan | | | Provision of required information |
| 5.7.4.5 | Education and Outreach Plan | | | Provision of required information |
| 5.7.5 | Completed proposal forms | | | Provision of required information |
| 5.7.6 | Proposal Service Alternatives and Agreement Exceptions | | | Provision of required information |

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| STEP 2 – Technical Review (Complete Review before Cost Proposal Review in STEP 3) | | | | |
| Qualifications and | | 20 | 0-5 | 0 is low score; 5 is high score |
| 5.8.2.1 | Municipal Collection Experience | 3 | | High score if four contacts provided, services include all of the materials collected; counties and/or cities equal to or larger than Mendocino County and/or City of Fort Bragg, contracts active, and positive references; Low score if services did not include all of the materials requested (recyclables, organics, refuse), cities smaller than Mendocino County and/or City of Fort Bragg, contracts expired, and poor references. |
| 5.8.2.1 | Key Personnel | 3 | | High score if personnel have 10 or more years professional experience, have been with the company 5 or more years, and their experience is similar to the type of services proposed to Mendocino County and/or City of Fort Bragg; Low score if personnel have less than 10 years professional experience, have been with the company less than 5 years, or their experience is not similar to the type of services proposed to Mendocino County and/or City of Fort Bragg. |
| 5.8.2.1 | Service Transition Experience | 3 | | High score if service transition is similar to the services proposed to Mendocino County and/or City of Fort Bragg, transitions occurred within the past 10 years, and positive references; Low score if service transition not similar to the services proposed to Mendocino County and/or City of Fort Bragg, transitions occurred over 10 years ago, and poor references. |
| 5.8.2.1 | Public Education Experience | 2 | | High score for good experience in designing, implementing, and operating public education and information programs that promote high participation and diversion |
| 5.8.2.1 | Litigation History and Regulatory Compliance | 3 | | High score for no active or settled litigation and no NOVs or other enforcement actions; Low score for multiple active or settled litigations, multiple NOVs or other enforcement actions. |
| 5.8.2.2 | Financial Capability and Stability | 3 | | High score for good credit score or financial statements; Low score for poor credit score or financial statements. |
| 5.8.2.1 | Reference checks | 3 | | High score for good reference checks; Low score for poor reference checks. |

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| Technical Proposal | | 25 | 0-5 | 0 is low score; 5 is high score |
| 5.8.3 | Collection Methodology | 4 | | High score if collection methodology is clear and proposes to meet or exceed the service requirements for the zone, collection addresses the mix of businesses and multi-family units, collection schedule meets the requirement outlined in RFP, holidays and other service disruptions addressed, special collections services are outlined such as holiday tree collection, bulky waste collection, and abandoned item collection; Low score if not. |
| 5.8.3 | Customer Service and Tracking Program | 4 | | High score for sufficient data management system for tracking customer service data and ability to provide accurate reports to the County and the City. Low score if not. |
| 5.8.3 | Technology/Innovation Programs | 4 | | High score for defined technology or innovation programs including route optimization, bin and container cameras or sensors, vehicles having on-board computers and cameras, use of RFID data collection and management, web based performance dashboards; Low score if not. |
| 5.8.3 | Commitment to employee and public safety | 4 | | High score for good safety record and approach; Low score for poor safety record and approach. |
| 5.7.4.1 | Transition Plan | 4 | | High score if proposer provides a detailed transition plan that addresses all services proposed, addresses equipment procurement, personnel hiring and training, and public education and outreach prior to services beginning; Low score if not. |
| 5.8.3 | Processing Facility(ies) | 3 | | High score for sufficient processing capacity at facility(ies) for Recyclable Material and Organic Waste. Vendors will be disqualified for offering a processing facility(ies) that is not fully permitted and/or is not capable of handling the volume and types of materials generated by the County and/or City during the term of the Franchise Agreement. |
| 5.8.3 | Location of Processing Facility(ies) | 2 | | High score for local (low transportation distance) processing facilities; low score for distance (high transportation distance) processing facilities. |

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| Sustainability | | 10 | 0-5 | 0 is low score; 5 is high score |
| 5.8.4.1 | Diversion Programs | 5 | | High score if the proposer clearly describes their organics processing and marketing plans, the plans fully describe their ability to meet at 75% diversion requirement by June 31, 2031 defines how the proposer will address contamination reduction, states schedule showing specific programs and tasks; Low score if not. |
| 5.8.4.2 | Education and Outreach Program | 5 | | High score if the proposed public education and outreach activities enhance the County and City's goals and objectives, there is a communications plan for recycling and organics management, the public education and outreach plan addresses anticipated contamination issues with recycling and organics, there is full-time public education and outreach personnel assigned to County and City programs; Low score if not. |