



Interoffice Memorandum

April 29, 2022

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

CONTACT: David Gregory, Manager, Solid Waste Division
407-254-9622

SUBJECT: Selection of Firms, Request for Proposals Y21-1096-RM, Solid Waste
and Recycling Collection Consulting Services

RECOMMENDATION:

Selection of one Firm and an alternate to provide Solid Waste and Recycling Collection Consulting Services, Request for Proposals Y21-1096-RM, from the following firms:

- Kessler Consulting, Inc.
- NewGen Strategies and Solutions, LLC

Request the Board to authorize negotiation and execution of the final contract by the Procurement Division, in the total estimated award amount of \$279,700 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

The proposals were evaluated by the Procurement Committee on April 20, 2022. Commissioner Mayra Uribe was assigned to the Procurement Committee.

PROCUREMENT:

The contract will provide solid waste and recycling collection consulting services for the Solid Waste Division.

FUNDING:

Funding is available in account number 1006-038-1210-3197.

APPROVAL:

The Solid Waste and Business Development Division concurs with this recommendation.

DISCUSSION:

The consultant will assist in developing and soliciting a new solid waste/recycling collection agreement including conducting background research, updating and soliciting feedback from interested parties, developing the procurement documents and evaluation requirements, evaluating proposals, and potentially assisting with contract negotiations. As additional services, the County may engage the Consultant to perform on-going assistance with collection agreement implementation, updating County ordinances, and other collection and solid waste/recycling program policy related activities as directed by the County's project manager.

Two proposals were received in response to this Request for Proposals (RFP). The proposals were evaluated by the Procurement Committee in accordance with the criteria set forth in the RFP. Consensus scores from the Procurement Committee's evaluation for the selected firms are attached.

Procurement Committee Meeting - April 20, 2022
Y21-1096, SOLID WASTE & RECYCLING COLLECTION CONSULTING SERVICES

CRITERIA	Qual. of Staff	Qual of Firm	Technical Approach	Location	Fee Proposal	Total Weighted Points
Weighted Value	25	20	20	10	25	100
Kessler Consulting, Inc.	100.00	60.00	80.00	10.00	125.00	375.00
NewGen Strategies and Solutions, LLC	100.00	60.00	75.00	10.00	85.41	330.41

POINT STRUCTURE:

- 1= Poor 4= Above Avg.
- 2= Below Avg. 5= Excellent
- 3= Average



BUSINESS DEVELOPMENT DIVISION

April 26, 2022

To: Rebeca Malave, Contracting Agent
Procurement Division

From: Sheena Ferguson, Manager
Business Development Division

A handwritten signature in black ink, appearing to be "S.F.", written over the "From:" line.

Subject: Y21-1096- RM, Solid Waste & Recycling Collection Consulting Services

Business Development Division has reviewed the preliminary scopes of services for the Solid Waste & Recycling Collection Consulting Services RFP.

After reviewing this information, Business Development has determined there is no M/WBE availability for the proposed scopes of services. Therefore, there is no M/WBE goal for this project.

If the scope of services for this project changes, let us know so we can check for M/WBE availability.