



**Request
For
Qualifications**

**Transfer and Recycling Center
Design-Build-Finance-Operate**

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INTRODUCTION

Project Name: Delaware County Transfer and Recycling Center (“TRC”)

Project Location: 1020 US Highway 42 N, Delaware, Ohio 43015

Owner: Delaware County Board of Commissioners

Project Delivery: Design-Build, Finance, Operate

Submit Responses to: Brad Stanton, Delaware County Sewer District
50 Channing Street
Delaware, Ohio 43015

Responses Due: March 11, 2019

Respondents shall submit Statements of Qualifications directly to Brad Stanton at 50 Channing Street, Delaware, OH 43015. See Article VI of this RFQ for additional submittal instructions.

All questions regarding this RFQ shall be submitted in writing to Brad Stanton at BStanton@co.delaware.oh.us with the Project Name included in the subject line. Questions will be answered and posted at <https://regionalsewer.co.delaware.oh.us/rfp/> on a regular basis until one week prior to the response due date. The name of the party submitting a question will not be included in the posted answer.

I. PROJECT DESCRIPTION

Delaware County (County) is soliciting Requests for Qualifications (RFQ) from solid waste operators to design, build, finance, and operate (DBFO) a new Delaware County Transfer and Recycling Center (TRC). The TRC will provide for the transferring of municipal solid waste, recyclables, and other materials to support the County residents, businesses, and institutions in their efforts to manage their waste along with some out of County solid waste and recyclables. In addition, the TRC will support the efforts of the Delaware, Knox, Marion, and Morrow (DKMM) Solid Waste District to achieve the recycling and diversion goals as established in the Ohio Environmental Protection Agency (OEPA) approved DKMM solid waste plan.

This Project includes a long-term contract for the operation of the TRC. The operating contract will provide for maintenance of the facility and cost of service for the County. It is understood that the long-term operating contract will provide services and a cost of service that will provide the financial return for the Respondent to commit significant resources to permit, design, finance, build and operate the TRC. **The operating contract will be for an initial five (5) year period, commencing on or around June 1, 2019, with three (3) potential five (5) year renewals (if agreed to by of both parties).**

The Respondents will be evaluated by their ability to achieve the best overall proposal to meet certain key benchmarks including but not limited to;

- The best design to provide infrastructure to support solid waste management, recycling, and other programs to best manage Municipal Solid Waste (MSW).
- The best design to provide such services in the most economically advantageous manner.
- Financing for the TRC that results in the lowest cost of service, as defined by the operating contract for County residents, businesses, and institutions.
- Integrating and complementing existing and future DKMM recycling programs and services to leverage their impact and lower their overall cost of service.
- Support and enhance operational practices that improve efficiency, safety, or other factors.
- Support innovative technologies and equipment.

Project Understanding

The County has a population of 200,464 and is one of the fastest growing counties in Ohio. The County is included in the Columbus, Ohio, Municipal Statistical Area and shares the northern border of Franklin County where Columbus, Ohio is located. The Solid Waste Authority of Central Ohio (SWACO) is the solid waste district serving Franklin County. There are three communities that are part of SWACO that extend into the southern area of the County, Columbus, Dublin, and Westerville. SWACO utilizes solid waste flow control to support their solid waste facilities and implement the SWACO solid waste plan. Thus, the waste for the three cities, including the areas of the cities located in the County is delivered to SWACO facilities.

The largest municipality in the County is the City of Delaware with a population of 38,643. The City of Delaware currently hauls its solid waste to the current Delaware County Transfer Station (Transfer Station) and the new TRC will provide the infrastructure to support The City of Delaware solid waste disposal, recycling, and other special waste programs.

The County owns the current Transfer Station which is located at 888 U.S. Route 42 North near the City of Delaware, Ohio. In 2016, the Transfer Station received approximately 50,000 tons of solid waste from generators in Delaware County and close to 1,600 tons from other counties located in the Delaware, Knox, Marion and Morrow Joint Solid Waste Management District (DKMM). The Transfer Station also received over 2,000 tons of waste from communities outside of DKMM.

From the totals above, the Transfer Station receives waste from several sectors including:

- Residential generators: approximately 43,000 tons
- Industrial generators: 5,153 tons
- Construction and demolition debris: 6,202 tons

The Transfer Station has been privately operated by Central Ohio Contractors (COC) for several years. The COC operational contract ends May 31, 2019.

The County manages the Transfer Station as an enterprise fund with the primary revenue coming from tipping fees paid by generators who deliver solid waste to the Transfer Station. The current gate rate is \$56.56 per ton for MSW disposal. The 2018 budget projects revenues to be \$200,000 and expenditures to be \$325,000 including \$165,000 for capital outlays and equipment. The cash balance of the enterprise fund as of August 31, 2018, amounted to approximately \$2,000,000.

The County recently completed a master plan study for the existing facility. The master plan reviewed modifications to the existing facility and various combinations of ownership and operation for a new facility. In addition, multiple potential sites were reviewed to identify the best location with respect to OEPA and DKMM siting criteria. Based upon the findings of the master plan, the County is pursuing construction of a new TRC that will include a long-term operating agreement for the facility. **The new TRC will be located at 1020 US Highway 42 N, Delaware, Ohio 43015.**

Responses to this RFQ should include all information to fully evaluate the Respondent's qualifications to deliver the Project as described in this RFQ.

Design criteria will be developed as a part of this Project by the County's Criteria Engineer, GT Environmental, Inc.

Specific issues that will need to be addressed in the design of the new TRC include the following:

- Adequate throughput capacity (the amount of material and vehicles that can be processed within a certain timeframe) to reduce customer delay and avoid long traffic queue's;
- Enhanced provisions for customer, County, and staff health and safety;
- Repurposing of existing Transfer Station to complement the new TRC services;
- Adequate space within the TRC to accommodate self-haul customers separating traffic patterns and unloading areas from the collection vehicles;
- Adequate administrative office facilities, operator facilities, equipment parking, and maintenance facilities;
- Adequate employee, customer, and visitor parking;
- Efficient entrance and exit traffic patterns;
- Observation area for education and outreach for schools and adults;
- Offices for operational use and outreach. Example, two story inside TRC, operational offices and bathrooms on first floor. Second floor observation/training room for outreach and education with an office.

- Tipping floor, processing, drop-off areas, and loadout areas utilized to support recycling programs for residents, businesses, and other haulers;
- New scale houses, scales and installation of data management infrastructure to provide detailed reporting to the County of daily, monthly, and annual activity;
- Designed to control air emissions (Odor/Dust) both inside and outside the TRC; and
- Designed to meet and/or exceed Ohio Transfer Station regulations OAC 3745-555-01 thru 700. This must include all the siting criteria for locating the facility in OAC 3745-555-110-thru 150.

The Respondent is expected to take over operation of the existing Transfer Station upon Award, or at a time designated by the county. The existing facility is located at 888 US Highway 42 N, Delaware, Ohio 43015. By taking over operation of the existing facility in the interim, the county can continue to provide uninterrupted services to customers while the new TRC is being constructed. The Respondent will manage the startup of the new facility so as to provide no interruption in solid waste services to customers.

II. FINANCE

The County will maintain ownership of the facility during the operator contract period and at the conclusion of the operator agreement. The contract will be an initial five-year agreement with three (3) five-year options. The County, at the discretion of the County, has the option to renew the operating agreement for the three (3) three five-year options. If the option years are not renewed, the County will pay the operator a residual amount for the cost of construction, ending the agreement. The operator will provide a residual value on the operator bid tab on Attachment I representing the value the County would pay the contractor at the end of each of the four (4) five year periods. This residual value is unguaranteed and is subject to the condition of the property as verified by an inspection of an independent licensed engineering firm.

During year four in each of the four (4) five-year terms, a licensed engineering firm will perform a detailed inspection of the TRC campus including access roads. This inspection will be performed at the cost of the County. This inspection will provide a detailed list of repairs required to maintain the facility in good working order. This inspection will include, but is not limited to, the roof, foundation, roadways, scales, offices, tipping floor, building, doors, lighting, data lines, and all other fixed equipment. The licensed engineering firm will also make a determination whether each repair needed is the result of normal use or

negligence/misuse or mismanagement by the Operator. The licensed engineering report will be completed and presented to the Operator at the conclusion of year four (4) for each of the five-year terms. The Operator is expected to make repairs that are the result of Operator mismanagement, misuse, or negligence, sixty-days prior to the start dates of each of the three (3) five-year option renewals. If repairs are not made the County will have the option to make repairs and bill the operator for any unpaid repairs or deduct the unpaid repairs from the residual value at completion of the contract or any combination of the above. Any repairs not completed, as required, may negatively affect the operating agreement renewal.

The County understands that the operator will be making a significant investment in the design build of the TRC and it is understood that the operating agreement will provide for the return on investment for the operator. The residual value at the completion of each five-year term provides the County with the option to terminate the operating agreement and pay the operator an amount to achieve a desired return on the design build while maintaining ownership of the TRC.

The cost per ton residual is calculated as follows, divide the total Cost of the Facility, as proposed, by tons required for Operator desired ROI. The total residual due at the end of each of the five-year terms is the total tons required for desired ROI less tons received, since inception, times the cost per ton residual. Once total tons required have been received residual is \$1.

See Table 1, for Example of Residual Calculation

For repairs needed due to the normal use of the facility or improvements to the facility the residual value can be adjusted as agreed to by the Operator and the County. The Cost of the Facility and the expected volumes can be re-negotiated and adjusted to calculate the cost per ton residual to be used to calculate the residual at the conclusion of the subsequent terms.

See Table 2, for Example of Residual Calculation with additional investments for improvements and repairs caused by normal usage.

If the County and the operator cannot agree upon necessary improvements caused by normal use and or improvements or upgrades to the TRC then the County has the right to not exercise the option years, pay the residual value as set forth in the contract or amended by agreement, and take possession of the TRC.

The County will evaluate all proposals cost of operations along with the residual value in selecting the best proposal.

Table 1 Residual Calculation

Residual Value Example				
No Upgrades or Normal Usage Repairs				
		Proposed Investment	Proposed Total Tons	Depreciation Per ton
	Year 0	\$ 7,500,000	2,115,000	\$ 3.55
Contract Year		Amortized Investment	Actual Tons (yr)	
EOY				
	Year 1	\$ 7,216,312	80,000	
	Year 2	\$ 6,932,624	80,000	
	Year 3	\$ 6,631,206	85,000	
	Year 4	\$ 6,329,787	85,000	
Term 1	Year 5	\$ 6,010,638	90,000	(\$) Residual Value
			420,000	Total tons
	Year 6	\$ 5,673,759	95,000	
	Year 7	\$ 5,336,879	95,000	
	Year 8	\$ 4,982,270	100,000	
	Year 9	\$ 4,609,929	105,000	
Term 2	Year 10	\$ 4,219,858	110,000	(\$) Residual Value
			925,000	Total tons
	Year 11	\$ 3,829,787	110,000	
	Year 12	\$ 3,421,986	115,000	
	Year 13	\$ 3,014,184	115,000	
	Year 14	\$ 2,588,652	120,000	
Term 3	Year 15	\$ 2,163,121	120,000	(\$) Residual Value
			1,505,000	Total tons
	Year 16	\$ 1,737,589	120,000	
	Year 17	\$ 1,312,057	120,000	
	Year 18	\$ 868,794	125,000	
	Year 19	\$ 425,532	125,000	
Term 4	Year 20	\$ 1	120,000	(\$) Residual Value
			2,115,000	Total tons

Assumptions

Proposed Initial Investment and tons are agreed per contract and our fixed Actual tons means all tonnage processed at TRC(MSW, Recycling, yard waste, etc). Does not include tonnage from programs managed by DKMM. Assumes no facility improvement or investments. Excludes significant repairs caused by normal usage. Excludes repairs caused by mismanagement, misuse, or negligence. Excludes routine repairs & maintenance.

Table 2 Residual Value Adjusted for Improvements and Normal Usage Repairs.

Negotiated Residual Adjustment				
Year	Description	Investment	Negotiated tons	Depreciation Per ton
Year 10	Repair tipping floor(normal usage)	\$ 300,000	3,000,000	\$ 0.10
Year 15	Additional Scale	\$ 100,000	500,000	\$ 0.20

EOY Repair Tipping Floor				
Contract Year		Amortized Investment	Actual Tons (yr)	
	Year 11	\$ 289,000	110,000	
	Year 12	\$ 277,500	115,000	
	Year 13	\$ 266,000	115,000	
	Year 14	\$ 254,000	120,000	
Term 3	Year 15	\$ 242,000	120,000	(\$) Residual Value
			580,000	Repair tons
			1,505,000	Total tons
	Year 16	\$ 230,000	120,000	
	Year 17	\$ 218,000	120,000	
	Year 18	\$ 205,500	125,000	
	Year 19	\$ 193,000	125,000	
Term 4	Year 20	\$ 181,000	120,000	(\$) Residual Value

	1,190,000	Repair tons
	2,115,000	Total tons

EOY		Additional Scale		
	Year 16	\$ 78,000	110,000	
	Year 17	\$ 55,000	115,000	
	Year 18	\$ 32,000	115,000	
	Year 19	\$ 8,000	120,000	
Term 4	Year 20	\$ 1	40,000	(\$) Residual Value
			500,000	scale upgrade tons
			2,115,000	Total tons

Residual Value End Of Term 4	
Initial Investment	\$ 1
Repair Tipping Floor	\$ 181,000
Additional Scale	\$ 1
Residual Value	\$ 181,002

Assumptions

Year ten repairs & scale upgrade negotiated investment and tons
Proposed Initial Investment and tons are agreed per contract and our fixed
Actual tons means all tonnage processed at TRC(MSW, Recycling, yard waste, etc).
Does not include tonnage from programs managed by DKMM.
Excludes significant repairs caused by normal usage.
Excludes repairs caused by mismanagement, misuse, or negligence.
Excludes routine repairs & maintenance.

III. ANTICIPATED SCHEDULE

The County proposes the following estimated schedule:

Description	Date
RFQ Issuance Date	February 11, 2019
SOQ Responses Due	March 11, 2019
Complete Evaluation of SOQs and Issuance of RFP	March 25, 2019
RFP Response Due	May 13, 2019
Estimated Operating Contract and Design Build Project Start Date	August 1, 2019
TRC Operational By	January 1, 2021

The Respondent may propose an alternative schedule to more effectively and efficiently complete the design build.

IV. EVALUATION CRITERIA

Selection Criteria: The DB will be selected using (i) qualifications-based process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) best value process during the Request for Proposal (RFP) stage. The qualifications-based criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from short listed firms will include such factors that are determined to derive or offer the greatest value to the County, combining both qualifications and fee.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the County will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the County determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal (“RFP”) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, construction stage design fee percentage, and design-build fee percentage. The short-listed candidates will also receive (i) form of the Agreement with the County containing the contract terms and conditions, (ii) set of the most recent criteria documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the County. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the County questions in an individual setting to help the firms prepare their responses to the RFP. The County will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms may be interviewed by the County, at the County’s discretion. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project.

Cancellation and Rejection: The County reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The County shall have no liability to any Respondent arising out of such cancellation or rejection. The County reserves the right to waive minor variations in the selection process.

The County’s Evaluation Committee will review all valid RFP submittals received and evaluate the submittals on the following criteria.

RFP Evaluation Criteria		
Item	Description	Points
1	Firm and Individual Qualifications Number of years in business, number of employees, and who will be the project manager. Litigation history.	10
2	Location of Offices Respondent currently has offices and provides services in central Ohio.	5
3	Responsiveness Addressing all RFP provisions and adherence to minimum qualifications.	10
4	Similar Project Successes Evidence of similar project success as outlined in RFP.	10

5	Design of TRC Innovation of design, capacity, diversion/recycling capabilities.	25
6	Design/Build and Operational Cost of TRC Projected Tonnage Cost of disposal and recycling. 5 year, 10 year, and 15 year Residual Value. Rebates for recycling Pricing of transload.	40
Total		100

V. RFQ SUBMITTAL INSTRUCTIONS

The Respondent will be required to provide all of the following information in the Statement of Qualifications and Experience.

1. Firm name, address, telephone number, year established, size of firm, and former firm names or ownership, if applicable.
2. A copy of the Respondent's latest available financial statement (or its parent corporation if individual subsidiary or division financial statements are not prepared and generally available).
3. Evidence the Respondent is in good standing in the State of Ohio, and in the case of corporation, organized under the laws of any other state, evidence the Respondent is licensed to do business in the State of Ohio or a sworn statement that Respondent will take all necessary action to become so licensed if its proposal is accepted. Include proof of State of Ohio workers compensation compliance.
4. Evidence in form and substance satisfactory to the County that the Respondent and its principals have at least 10 years' experience in solid waste facility construction and facility operation.
5. Evidence that Respondent has a least 10 years of experience in the construction industry with recent experience in similar construction projects.
6. The Respondent must submit at least three references as a part of demonstrating compliance with this section. The reference information must contain the contact, phone, address, City/Village/Township, type of services provided, and any other

pertinent information that demonstrates the necessary experience to satisfactorily perform the project.

7. Identify all unresolved and ongoing claims and disputes against the operator in excess of \$100,000. Include any claims against the principals of your firm or any claims against the principals of your firm or any claims your company may have against a third party. Provide a history of litigation, including the outcomes, for past 5 years.
8. Describe current commitments and individuals within firm assigned to those commitments to ensure proposed project schedule can be achieved. Also, for last three projects provide your final bid amount, final construction costs, and number of change orders. Provide name of project manager and contract with name, title, address and phone number of all projects listed.
9. In the event the County shall require additional certified supporting data regarding the qualifications of the Respondent, in order to determine whether the Respondent is qualified, the Respondent may be required to furnish any or all of the following information:
 - a. Evidence the Respondent is capable of commencing performance as required in the Contract Documents.
 - b. Such additional information as will satisfy the County that the Respondent is adequately prepared to fulfill the Contract.
 - c. The Respondent may satisfy any or all of the experience and qualification requirements of this paragraph by submitting the experience qualifications of a parent organization and subsidiaries of the parent.
10. Submission of all required information, certifications, and form as required by the specifications contained therein.

The County may conduct any investigation deemed necessary to assist in the evaluation of any proposal and to establish the qualifications and financial ability of any Respondent to perform the obligations of the design build and operations of the TRC.