



Thursday, September 28, 2006

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Public Works
RECOMMENDATION FOR COUNCIL ACTION

ITEM No. 38

Subject: Authorize negotiation and execution of a professional services agreement with R.W. BECK, INC., Austin, TX to assess all available data and conduct a comprehensive and integrated expert evaluation providing data, recommendations, and written documentation for zero waste initiatives for the City of Austin and surrounding regions, in an amount not to exceed \$60,000.

Amount and Source of Funding: Funding is available in the Fiscal Year 2005-2006 Approved Operating Budget of the Solid Waste Services Department.

Fiscal Note: A fiscal note is attached.

**Additional Backup
Material**

(click to open)

- ☐ **EVALUATION MATRIX**
- ☐ **SWS_fiscal_note/zero waste9.28.06**
- ☐ **COMMISSION RECOMMENDATION**

For More Information: Melissa Martinez 974-1973; Felix Benavides 974-7027; Laura Bohl 974-7064.

Purchasing Language: Best qualification statement of two statements received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9B of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program.) No subcontracting opportunities were identified; therefore no goals were established for this solicitation.

Boards and Commission Action: Solid Waste Advisory Commission (SWAC) recommends that Council not consider this item until more information has been reviewed and considered by SWAC.

On April 11, 2005, the Long-Range Solid Waste Planning Task Force (Task Force) convened as an ad hoc committee of the Solid Waste Advisory Commission. The Task Force represents a broad spectrum of multi-stakeholder interests and complements the work undertaken by the City of Austin Solid Waste Advisory Commission and other central Texas solid waste planning efforts.

The selected consultant will develop a Zero Waste Plan, which is vital to the future health, safety, environmental sustainability and economic security of the City of Austin and surrounding regions (Travis County, Williamson County, Bastrop County, Caldwell County, Hays County, Blanco County, and Burnet County). This comprehensive plan, emphasizing reduction, reuse, and recycling of waste, shall encompass a priority of actions based on an analysis of the projected impact on landfill capacity and related issues in Travis County. The Zero Waste Plan is to include a specific timetable for each priority, including actions to be taken for the greatest impact on the diversion of materials sent to landfills. The consultant will estimate order of magnitude costs for each action identified. Recommendations are to include elements of public education and outreach to promote the concepts of the plan. Effective methodologies for maximizing Producer Responsibility will also be considered. The Task Force will provide the consultant input and recommendations. Recommendations provided by the consultant will be integral components of a long-range solid waste management plan based on the goals put forth by the City of Austin.

This authorization provides for funding of services for the study only. This request allows for the

development of a professional services agreement with the recommended firm. Should the City be unsuccessful in negotiating a satisfactory agreement with the recommended firm, negotiations will cease with that firm. Staff will then return to Council and request authorization to begin negotiations with the alternate recommendation listed below.

Due to the limited subcontracting opportunities on this project, no MBE/WBE participation goals were established by the Department of Small and Minority Business Resources. However, the recommended firm is committed to utilizing certified MBE/WBE firms should the opportunity become available in the project.

Notification of issuance of a Request for Qualifications (RFQ) for the subject services was sent to 180 firms on May 11, 2006. The RFQ was obtained by 11 firms, and two firms submitted qualification statements. Neither of the firms were certified M/WBE firms. Evaluation of the submittals of the two firms results in the following recommendations.

RECOMMENDED FIRM: R.W. BECK, INC.

ALTERNATE FIRM: HILL COUNTRY ENVIRONMENTAL, INC.

**Public Works Department
Evaluation of Consultant Qualifications**

Composite

Received:

June 8, 2006

Project:

Zero Waste Plan

Project Manager:

Melissa Martinez**EVALUATION MATRIX**

Firm (or Joint Venture)	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	[125] TOTAL POINTS		
	Y = Yes N = No Affidavit	Y = Yes N = No M/WBE Goals met or G.F.E.	Y = Yes N = No Prime Firm's EEO Program	[24] Experience of Project Manager (16) Principal (8)	[15] Experience and Availability of Proposed Staff	[15 w/subs] [30 w/o subs] Prime Firm's Comparable Project Experience	[15 w/subs] [0 w/o subs] Subconsultant Firms' Comparable Project Experience	[8] Team's Experience with Austin Issues	[12] Team's Structure and Project Approach	[11] COA Experience with Prime	[100] SUB TOTAL	[25] Optional Interview	[125] TOTAL POINTS
R. W. Beck	Y	N/A	20.00	13.25	26.25	0.00	7.00	9.50	11	87.00			87.00
Hill Country Environmental, Inc.	Y	N/A	15.75	11.75	9.25	13.75	4.25	9.75	11	75.50			75.50

CIP FISCAL NOTE

DATE OF COUNCIL CONSIDERATION:
WHERE ON AGENDA:
DEPARTMENT:

9/28/2006
Resolution
Solid Waste Services

DESCRIPTION: Authorize the negotiation and execution of a professional services agreement with R. W. BECK, INC., Austin, TX to assess all available data and conduct a comprehensive and integrated expert evaluation providing data, recommendations and written documentation for zero waste initiatives for the City of Austin and surrounding regions, in an amount not to exceed \$60,000.

FINANCIAL INFORMATION:

Parent Project Name: 2005-06 Approved Budget
Project Authorization:
Funding Source: Current Revenue

Number: 5040-150-2301

Current Appropriation	\$ 1,378,077.00
Unencumbered Balance	\$ 149,407.62
Amount of This Action	<u>\$ (60,000.00)</u>
Remaining Balance	<u><u>\$ 89,407.62</u></u>

Ref. #: 5040-150-2301

Department Signature: Sue Cooper Date: 9-12-2006

**Public Works Department
Evaluation of Consultant Qualifications**

Composite

Received:

June 8, 2006

Project:

Zero Waste Plan

Project Manager:

Melissa Martinez**EVALUATION MATRIX**

Firm (or Joint Venture)	Item 1 Y = Yes N = No Affidavit	Item 2 Y = Yes N = No Prime Firm's EEO Program	Item 3 [24] Experience of Project Manager (16) Principal (8)	Item 4 [15] Experience and Availability of Proposed Staff	Item 5 [15 w/subs] [30 w/o subs] Prime Firm's Comparable Project Experience	Item 6 [15 w/subs] [0 w/o subs] Subconsultant Firms' Comparable Project Experience	Item 7 [8] Team's Experience with Austin Issues	Item 8 [12] Team's Structure and Project Approach	Item 9 [11] COA Experience with Prime	Item 10 [100] SUB TOTAL	[25] Optional Interview	[125] TOTAL POINTS
R. W. Beck	Y	Y	20.00	13.25	26.25	0.00	7.00	9.50	11	87.00		87.00
Hill Country Environmental, Inc.	Y	Y	15.75	11.75	9.25	13.75	4.25	9.75	11	75.50		75.50