

Appendix 6
Evaluation and Scoring Manual

This page left intentionally blank for double sided printing.

Request for Proposals Evaluation and Scoring Manual

For:

The Best Value Solid Waste, Recycling and Green Waste Collection,
Processing, Street Sweeping, and Disposal Services Agreement



City of Vacaville

Public Works Department

January 27, 2012

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

TABLE OF CONTENTS

Overview and Best Value Definition	Page 3
Evaluation Team	Page 4
Oversight Panel	Page 4
Double-Blind Evaluation Methodology	Page 5
Step 1 - Pass/Fail Evaluation	Page 6
Step 2 – Raw Scoring by Evaluation Team	Page 7
Step 3 – City Council Determined Score Criteria Weight	Page 8
Step 4 – Weighted Scores and Overall Ranking	Page 9
City Council Makes Final Determination	Page 9
Brief Description of Evaluation Criteria	Page 10
Protest Procedures	Page 12

FORMS

Form 1 - Declaration Concerning Conflict of Interest and Confidential Information	Page 13
Form 2 – City Council Member Criteria Weighting Worksheet	Page 14
Form 3 – Example City Council Official Criteria Weighting	Page 15
Form 4 – Evaluation Team Member Raw Score Summary Worksheet	Page 16
Form 5 – Evaluation Team Weighted Score Summary	Page 17
Form 6 – Raw Score Evaluation Worksheet	Page 18

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

OVERVIEW AND BEST VALUE DEFINITION

This manual defines the evaluation, scoring process and procedures to be applied by the City of Vacaville (“City”) to proposals received in response to the Request for Proposals for Solid Waste, Recyclables and Green Waste Collection, Processing Street Sweeping, and Disposal Services (“RFP”).

Proposals must conform to the specifications described in the RFP.

The City’s primary desire in this procurement is to ensure that an award of contract will be made based on the highest quality of service proposed that best matches the City’s requirements using “Best Value” methodology. Best Value is defined as follows:

“Best Value” is a selection process in which proposals contain both price and qualitative components, and award of contract is based upon a combination of price and qualitative considerations. Qualitative considerations may include technical design, technical approach, quality of proposed personnel, and/or management plan. The award selection is based upon consideration of a combination of technical and price factors to determine (or derive) the offer deemed most advantageous and of the greatest value to the City.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

EVALUATION TEAM

The Evaluation Team that will evaluate the proposals will consist of three City staff members familiar with the evaluation and scoring of technical documents.

The Evaluation Team will be assisted by the City's contracted solid waste management consultant in interpreting and analyzing submitted proposal documents.

Evaluation Team members will be assigned a numerical evaluator's number to be entered onto scoring sheets completed by each Evaluation Team member; Names of evaluators will not be used on raw scoring documents, notebooks/note pads or other proposal evaluation materials issued to the evaluators.

Evaluation Team members will be required to read and sign the Declaration Concerning Conflict of Interest and Confidential Information form prior to receiving any procurement documentation (included herein as Form 1).

OVERSIGHT PANEL

The Mayor will appoint up to two City Council members to constitute an Oversight Panel. The Oversight Panel will observe the procurement process throughout the various stages of proposal evaluation and raw scoring by the Evaluation Team.

At least one member of the Oversight Panel must be present during the Evaluation Team group meetings with the City's solid waste management consultant.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

DOUBLE-BLIND EVALUATION METHODOLOGY

Proposals shall be evaluated using the “Double-Blind Evaluation Methodology” which is a procurement scoring procedure in which neither the procurement Evaluation Team nor the City staff administering the procurement knows the criteria scoring weights of the procurement during the raw scoring process.

In essence, the Double-Blind Evaluation Process will consist of the following steps:

1. The Evaluation Team will individually assign **raw scores** to each proposal in the five topic criteria areas. Neither the Evaluation Team nor City staff administering the procurement will know in advance what the criteria score weights will be for each of the five criteria areas. This step shall be completed before moving to Step 2.
2. At a regularly-scheduled City Council meeting, City Council members will determine the official criteria area weights for each of the five topic criteria. City Council members will not be aware of the raw scores assigned to each proposal by the Evaluation Team.
3. The official score weight will be applied to the raw scores. Proposals will be ranked by their total weighted scores. City staff will recommend to City Council selection of the proposal that receives the highest score.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

STEP 1 - PASS/FAIL EVALUATION

The Evaluation Team, consisting of three City staff member, will conduct an initial “pass-fail” review of all proposals submitted to check for completeness and compliance to the submittal requirements as specified in Section 7 of the RFP.

The proposal must be fully compliant with the RFP and procurement procedures as demonstrated by:

- Submittal of all essential submittal requirements
- Completion of all proposal forms and cost forms
- Compliance with process guidelines

Proposals that are not complete or are not in compliance with the submittal requirements will be disqualified from further evaluation and will be rejected. Any alternation, omission, addition, variance or limitation of, from or to a proposal may be sufficient grounds for disqualification, at the sole discretion of the City.

Proposals that have been determined to be complete and in compliance with the submittal requirements will undergo further evaluation as described herein.

Proposals submitted from each Proposer which “pass” the Pass/Fail Evaluation will be provided to each Evaluation Team member to begin their independent review. No scoring or other rating documents will be provided to the Evaluation Team members at this time.

Each member of the Evaluation Team will be issued an official procurement notebook to aid in making notes as he/she examines the submitted proposals. Notes shall be taken only within these issued notebooks. Evaluation Team members are restricted from making photocopies of notes made within their notebook or otherwise maintaining copies of their notes outside of those contained within the notebook.

All Evaluation Team members will meet as a group, with the assistance of the City’s contracted solid waste management consultant, to discuss details of the various submitted proposals. No scoring or other rating documents will be provided or used at this time.

No Evaluation Team member shall meet with another Evaluation Team member outside of the full three member Evaluation Team group.

Further, Evaluation Team members are prohibited from meeting as a group without at least one member of the Oversight Panel present.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

STEP 2 – RAW SCORING BY EVALUATION TEAM

Upon completion of the independent and subsequent group review of submitted proposals under Step 1, the following raw scoring of proposals will commence.

As step one in the double-blind scoring process, the Evaluation Team will utilize scoring sheets and tables to score the following five criteria:

- Cost Proposal
- Operations Proposal
- Proposer’s Qualifications
- Environmental Enhancements and Other Considerations
- Number and Materiality of Exceptions taken by the Proposer to the Franchise Agreement

Please see Pages 10-11 of this RFP Evaluation Manual for a detailed description of the above criteria. For each evaluation factor, within each of the five criteria, each member of the Evaluation Team will assign a raw score.

Raw scoring will be performed using the following point system:

- 7 pts. Exceeds RFP requirements
- 5 pts. Meets RFP requirements
- 3 pts. Meets some but not all RFP requirements
- 1 pt. Does not meet RFP requirements

Raw scoring is assigned 1, 3, 5, or 7 points to ensure a greater distribution between proposer scores.

Raw score evaluation sheets will *not* be totaled by any Evaluation Team member.

Raw score evaluation sheets will be completed individually by each Evaluation Team member and promptly submitted to the City Clerk.

The Evaluation Team member, in the presence of the City Clerk, will seal his/her raw score sheets within an envelope to be collected by the City Clerk.

The previously issued notebooks used by each member of the Evaluation Team will be collected by the City Clerk and sealed in an envelope. In addition, proposal documents previously issued to the Evaluation Team members will be collected by the City Clerk.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

STEP 3 – CITY COUNCIL DETERMINED SCORE CRITERIA WEIGHT

The Evaluation Team shall have completed the raw scoring process prior to proceeding to this next step.

During a regularly scheduled City Council meeting, City Council members will individually assign weights to each of the five (5) evaluation criteria using the City Council Member Weighting Worksheet (included herein as Form 2).

Each Council members “weight” assignment total for the five evaluation criteria shall equal 100%.

Using the City Council Official Criteria Weighting (included herein as Form 3), the average from the total of each Council member’s weighted criterion will become the “official criteria weight” to be used in the scoring process.

Council members will have no knowledge of the raw scores submitted by each member of the Evaluation Team which were sealed in envelopes and collected by the City Clerk..

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

STEP 4 – WEIGHTED SCORES AND OVERALL RANKING

Using the City Council determined official criteria weights, the City’s contracted solid waste consultant, in the presence of the City Clerk, will unseal the Evaluation Team members’ raw score sheets, sum the totals and calculate the weighted scores to each criteria (included herein as Form 4).

Upon completing the City Council Member Criteria Weighting Worksheet (Form 4), the weighted score totals will be entered into the Evaluation Team Weighted Score Summary Worksheet (included herein as Form 5). Weighted scores will be summed and ranked from highest score (ranked as #1) through lowest weighted score received.

City’s solid waste management consultant will prepare supporting report documentation based upon final calculated weighted scoring and overall ranking of submitted proposals.

Based upon report and ranking matrix provided by City’s solid waste management consultant, City staff will develop, and present to City Council, a staff report and Evaluation Team recommendation of award to the proposer that was ranked as receiving the highest weighted total score.

The City Council has the discretion to direct staff to enter into negotiations with the selected proposer to provide the services considered in the RFP. In the event negotiations with the selected proposer are unsuccessful, the City Council may direct staff to enter into negotiations with the “runner-up” contractor from the list of proposers.

CITY COUNCIL MAKES FINAL DETERMINATION

The City Council makes the final determination as to the award of this solid waste disposal agreement. Upon review and consideration of the Evaluation Team’s recommendation of award, the City Council has discretion to select a proposer other than the proposer recommended by staff.

EVALUATION PROCEDURES MANUAL SOLID WASTE DISPOSAL AGREEMENT

The following provides a brief description of the evaluation criteria.

Cost Proposal

- ❑ Reasonableness of Cost and Rate Proposals: Logical relationship between proposed costs, operational assumptions and rates for the scope of services proposed.
- ❑ Competitiveness of Cost and Rate Proposals: Cost competitiveness relative to other proposals.

Operations Proposal

- ❑ Collection Approach: Reasonableness and reliability of the proposed collection methods; reasonableness of productivity and operating assumptions (i.e., number of routes, route drivers, route hours, stops per route, and other operating statistics).
- ❑ Diversion Ability: The nature, reliability, and ability of proposed diversion programs and potential of such programs to divert solid waste from landfill disposal.
- ❑ Public Education and Outreach Program: The nature and detail of the proposed residential and commercial education program including staffing level, program ideas and plan, and its ability to meet or exceed the needs of the City; samples of the quality of public education as it relates to other Proposers.
- ❑ Customer Service: Compatibility of customer service approach, staffing levels, and training programs and capabilities of the call center to meet the requirements of the Franchise Agreement.
- ❑ Community service and or enhancements to contracted jurisdictions/municipalities within the last five years.
- ❑ Billing System: Compatibility of billing approach, and procedures for handling customers.
- ❑ Implementation Plan: Reasonableness of Proposers implementation schedule and ability to meet deadlines (e.g., reasonableness of equipment procurement schedules, implementation staffing levels, new administration and maintenance yard development, and contingency plans).
- ❑ Facilities: Compatibility of plan for providing the facilities needed for equipment storage and parking, maintenance, administration, and the Permanent Household Hazardous Waste and California Redemption Value (CRV) facilities. Level of assurance provided, if any, with regard to landfill site acquisition and timely development of necessary facilities.

PROPOSER Qualifications and Experience

- ❑ Collection Operation Experience: Demonstrated experience of Proposer providing the requested or similar services to other jurisdictions. If the Proposer is a joint venture, demonstrated experience of parties working together.
- ❑ Service Initiation Experience: Demonstrated experience of Proposers ability to implement new collection services and new franchise agreements and obligations that are similar to that requested by the City.
- ❑ Management and Customer Service Systems: Demonstrated capabilities of the Proposers existing management and customer service systems' abilities to track and monitor contract

EVALUATION PROCEDURES MANUAL SOLID WASTE DISPOSAL AGREEMENT

compliance, quality of collection service, call center responsiveness, and to report data required by the franchise agreement.

- ❑ **Key Personnel Qualifications:** Extent and relevance of the qualifications and experience of key personnel proposed for the transition team and on-going management of the franchise agreement; oral interviews, and reference checks on key personnel from other jurisdictions/contractors.
- ❑ **Past Performance Record:** Review of Proposers history with litigation and regulatory action (i.e., nature and severity of past and pending civil, legal, regulatory, and criminal actions); regulatory compliance related to equipment and facilities permit and other requirements.
- ❑ **Financial Stability:** Proposers financial strength and ability to acquire equipment and support facilities; comparison of financial ratios among Proposers; provide financial assurance of performance based on review of Proposers audited financial statements; and Proposers proposed financing plan.
- ❑ **Jurisdiction Satisfaction:** Satisfaction of Proposers reference checks compared with the services provided in the past ten years.

Environmental Enhancements

- ❑ **Mitigating Environmental Impacts:** Reducing or minimizing the negative environmental impacts associated with providing collection services (e.g., air and water impacts, depletion of natural resources).
- ❑ **Recycled Materials:** Ensuring the highest and best use of recycled materials and the highest feasible quantity of recycled content is achieved.

Number and Materiality of Exceptions

- ❑ The number, nature, and materiality of exceptions to the franchise agreement will be taken into account.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

PROTEST PROCEDURES

Definitions

The following terms as may be used in this section are defined below:

- a. "Proposal" refers to an offer or proposal submitted in response to the RFP.
- b. "Day" refers to working day of the City, when City Hall is open to the public.
- c. "Date of Notification of Award" refers to the calendar date that the City places in the U.S. Mail an official letter informing each submitting Proposer which firm, corporation, partnership or individual was awarded the agreement.
- d. "File" or "Submit" refers to date and time of receipt by the City of a Proposer's protest.
- e. "Interested Party" means an actual or prospective Proposer whose direct economic interest would be affected by the award or by failure to award the agreement.
- f. "Protester" refers to the Proposer filing a protest or appeal.

Protest Procedures

Protests Prior to Proposal Opening. Protests regarding any aspect of the attached materials and City selection procedures must be submitted in writing by 3:00 p.m., PDT, April 13, 2012, (via mail or FAX) to:

City of Vacaville
City Clerk
650 Merchant Street
Vacaville, CA 95688
Fax (707) 449-5149

Protests may only be submitted by a Proposer who submitted a proposal to the City. The Director of Public Works will respond to these protests by April 25, 2012, with an addendum/response posted to the following website address:

http://cityofvacaville.com/departments/administrative_services/purchasing/currentbids.php

This action completes the pre-opening administrative protest remedy and is the final decision at the City level.

Protests After Proposal Opening/Announcement of Award. Protests regarding the City's proposed selection of a Proposer after proposal opening and award announcement must be submitted in writing (via mail, email or FAX) to the City of Vacaville, City Clerk, 650 Merchant Street, Vacaville, California, 95688, email: mthornbrugh@cityofvacaville.com; FAX: 707-449-5149, by 2:00 p.m. PDT, July 5, 2012. The City Manager will respond to these protests by July 24, 2012, by email and/or FAX.

This action completes the opening/award announcement administrative protest remedy. The City's response and decision regarding a protest shall be final.

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

FORM 1

Declaration Concerning Conflict of Interest and Confidential Information

As an Evaluation Team member (including supporting staff and or consultants) your responsibilities include being objective, impartial, unbiased and fair in all aspects of the evaluation process. Please read this form completely before indicating your acceptance and agreement by your signature at the bottom of the form.

General Principles of Conduct

Evaluation Team members agree to adhere to the following:

- Conduct themselves in a professional manner at all times
- Be objective, impartial, unbiased, and fair in all aspects of the evaluation process
- Hold all Evaluation Team proceedings, bid proposals and writings in strict confidence
- Immediately make known to the City Clerk any real or perceived conflict of interest of any party involved in the procurement process, particularly Proposer's, including proposed subcontractors of Proposer's
- Have no direct or indirect personal financial interest in any Proposer, or proposed subcontractor thereof

Evaluation Team Member

Date

RFP Number

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

FORM 2

City Council Member Criteria Weighting Worksheet

City Council Member: _____

Date: _____

Evaluation Criteria	Category Weight
1. Cost Proposal	
2. Operations Proposal	
3. Proposer's Qualifications	
4. Environmental Enhancements and Other Considerations	
5. Number and Materiality of Exceptions to Franchise Agreement	
TOTAL	100%

Council Member Signature

Date

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

FORM 3

EXAMPLE CITY COUNCIL OFFICIAL CRITERIA WEIGHTING

Evaluation Criteria	Mayor	Vice Mayor	Councilmember Name 3	Councilmember Name 4	Councilmember Name 5	Official Criteria Weight
Cost Proposal	20%	10%	15%	20%	25%	18%
Operations Proposal	25%	15%	25%	21%	24%	22%
Proposers Qualifications	25%	10%	17%	29%	34%	23%
Environmental Enhancements and Other Considerations	10%	25%	30%	12%	10%	17%
Number and Materiality of Exceptions taken by Proposer to the Franchise Agreement	20%	40%	13%	18%	7%	20%
TOTALS	100%	100%	100%	100%	100%	100%

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

FORM 4

EVALUATION TEAM MEMBER RAW SCORE SUMMARY WORKSHEET

Instructions:

This form to be completed AFTER City Council has determined criteria "weights."

This form to be completed by City's solid waste management consultant, in presence of City Clerk. City Clerk will verify calculations and sign completed form.

Evaluator Number: _____

Proposer Name: _____

Evaluation Criteria	Evaluator's Score	Official Criteria Weight	Weighted Score
Cost Proposal			
Operations Proposal			
Proposer's Qualifications			
Environmental Enhancements and Other Considerations			
Number and Materiality of Exceptions taken by Proposer to the Franchise Agreement			

TOTAL WEIGHTED SCORE

Signature - City Clerk

Date

**EVALUATION PROCEDURES MANUAL
SOLID WASTE DISPOSAL AGREEMENT**

FORM 5

Instructions:

This form to be completed AFTER Evaluation Team Member Raw Score Summary Worksheets have been completed.

This form to be completed by City's solid waste management consultant, in the presence of the City Clerk.
City Clerk will verify totals and sign completed form.

	Proposer # 1	Proposer # 2	Proposer # 3	Proposer # 4	Proposer # 5
Evaluator	(NAME)	(NAME)	(NAME)	(NAME)	(NAME)
Evaluator # 1					
Evaluator # 2					
Evaluator # 3					
TOTAL "WEIGHTED" SCORE					

WEIGHTED SCORE RANKING					
-------------------------------	--	--	--	--	--

Rank highest score received as # 1 through lowest score received.

Signature - City Clerk

Date

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

RFP Number:		RFP Title: The Best Value Solid Waste, Recycling and Green Waste Collection, Processing, Street Sweeping, and Disposal Services
Proposer's Name:		
Evaluator's Number:		
Date:		

Points	Guidance
7	Exceeds RFP requirements (most beneficial to City)
5	Meets RFP requirements
3	Meets some but not all RFP requirements
1	Does not meet RFP requirements (least beneficial to City)

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Cost Proposal

Cost Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Reasonableness of Cost and Rate Proposals:</u> Logical relationship between proposed costs, operational assumptions and rates for the scope of services proposed.			
<u>Competitiveness of Cost and Rate Proposals:</u> Cost competitiveness relative to other proposals.			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Operations Proposal

Operations Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Collection Approach:</u> Reasonableness and reliability of the proposed collection methods; reasonableness of productivity and operating assumptions (i.e., number of routes, route drivers, route hours, stops per route, and other operating statistics).			
<u>Retention of Existing Employees:</u> Proposer's employee staffing plan declares intention to retain existing employees.			
<u>Diversion Ability:</u> The nature, reliability, and ability of proposed diversion programs and potential of such programs to divert solid waste from landfill disposal.			
<u>Public Education and Outreach Program:</u> The nature and detail of the proposed residential and commercial education program including staffing level, program ideas and plan and its ability to meet or exceed the needs of the City; samples of the quality of public education samples as it relates to other Proposers.			
<u>Community Service/Enhancements:</u> Community service and or enhancements provided to contracted municipalities /jurisdictions within the last five years.			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Operations Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Customer Service</u> : Compatibility of customer service approach, staffing levels, and training programs and capabilities of the call center to meet the requirements of the franchise agreement.			
<u>Billing System</u> : Compatibility of billing approach and procedures for handling customers.			
<u>Implementation Plan</u> : Reasonableness of Proposer's implementation schedule and ability to meet deadlines (e.g., reasonableness of equipment procurement schedules, implementation staffing levels, new administration and maintenance yard development, and contingency plans).			
<u>Facilities</u> : Compatibility of plan for providing the facilities needed for equipment storage and parking, maintenance, administration, and the Permanent Household Hazardous Waste and California Redemption Value (CRV) facilities. Level of assurance provided, if any, with regard to site acquisition and timely development of necessary facilities.			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

PROPOSER Qualifications and Experience

Qualifications and Experience Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<p><u>Collection Operation Experience:</u> Demonstrated experience of Proposer providing the requested or similar services to other jurisdictions. If the Proposer is a joint venture, demonstrated experience of parties working together.</p>			
<p><u>Service Initiation Experience:</u> Demonstrated experience of Proposer's ability to implement new collection services and new franchise agreements and obligations that are similar to that requested by the City.</p>			
<p><u>Management and Customer Service Systems:</u> Demonstrated capabilities of the Proposer's existing management and customer service systems' abilities to track and monitor contract compliance, quality of collection service, and call center responsiveness, and to report data required by the franchise agreement.</p>			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Qualifications and Experience Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<p><u>Key Personnel Qualifications:</u> Extent and relevance of the qualifications and experience of key personnel proposed for the transition team and on-going management of the Franchise Agreement; oral interviews and reference checks on key personnel from other jurisdictions/contractors.</p>			
<p><u>Past Performance Record:</u> Review of Proposer's history with litigation and regulatory action (i.e., nature and severity of past and pending civil, legal, regulatory, and criminal actions); regulatory compliance related to equipment and facilities permit and other requirements.</p>			
<p><u>Financial Stability:</u> Proposer's financial strength and ability to acquire equipment and support facilities; comparison of financial ratios among Proposers; provide financial assurance of performance based on review of Proposer's audited financial statements; and Proposer's proposed financing plan.</p>			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Qualifications and Experience Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Jurisdiction Satisfaction:</u> Satisfaction of Proposer's reference checks compared with the services provided in the past ten years.			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Environmental Enhancements

Environmental Enhancements Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Mitigating Environmental Impacts:</u> Reducing or minimizing the negative environmental impacts associated with providing collection services (e.g., air and water impacts, depletion of natural resources).			
<u>Recycled Materials:</u> Ensuring the highest and best use of recycled materials and the highest feasible quantity of recycled content is achieved.			

**FORM 6 - REQUEST FOR PROPOSALS
RAW SCORE EVALUATION WORKSHEET**

Number and Materiality of Exceptions

Number and Materiality of Exceptions Section Criteria	Possible Points 1, 3, 5, or 7	Points Awarded	Rationale Details
<u>Exceptions:</u> The number, nature, and materiality of exceptions taken by Proposer to the Franchise Agreement.			