

## EMERGENCY RESPONSE AND HAZARDOUS WASTE MANAGEMENT SERVICES Evaluation Criteria/Selection Process Summary

The Request for Proposals (RFP) was released August 19, 2010 and proposals were due September 9, 2010. Six proposals were received; one proposal was disqualified because it did not meet the administrative requirements.

<u>Name</u>	<u>City</u>	<u>Status</u>
Ocean Blue	Long Beach	SBE, MBE/WBE/OBE
Clean Harbors	Compton	OBE
Ancon	Rancho Dominguez	OBE
O.C. Vacuum	Long Beach	SBE, MBE/WBE
ACTI	Rancho Dominguez	MBE
NRC	Long Beach	OBE

### Proposal Review Results

Proposals were individually reviewed and each rater scored using a range of 0 to 5 for each criteria, with 5 being exceptionally well qualified and 0 being not included/non-responsive. A weighting factor and weighted score were used for the proposal review process, as shown on the attached RFP Selection Evaluation Form. The results are summarized in Table 1.

**Table 1. Proposal Review Scores**

<b>Firm</b>	<b>Reviewer 1</b>	<b>Reviewer 2</b>	<b>Reviewer 3</b>	<b>Reviewer 4</b>	<b>Reviewer 5</b>	<b>Total Score (Max points 500)</b>
<b>Ocean Blue</b>	97	87	79	80	94	<b>437</b>
<b>Clean Harbors</b>	91	81	77	69	81	<b>399</b>
<b>Ancon</b>	55	71	67	65	83	<b>341</b>
<b>ACTI</b>	69	65	58	56	62	<b>310</b>
<b>O.C. Vacuum</b>	56	54	56	58	75	<b>299</b>

### Interview Results

All firms listed above were invited to interview. During the interview process, each firm responded to a set of questions formulated by the selection committee. The firms were ranked based on the results of their presentation and responses to the interview

questions. The rankings were determined using the criteria and weighting factors shown on the attached Interview Selection Evaluation Form. The results are summarized in Table 2.

**Table 2. Summary of Interview Scores**

	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Total Score (Max points 500)
<b>Ocean Blue</b>	99	98	95	100	95	487
<b>Clean Harbors</b>	74	82	82	88	89	415
<b>Ancon</b>	78	73	80	83	85	399
<b>Firm A</b>	65	66	74	83	87	375
<b>Firm B</b>	52	62	66	77	83	340

### **Firm Selection**

Based on the interviews conducted, three firms were selected as the most qualified to meet the Port's anticipated needs over the next three years. The recommended firms include:

- Ocean Blue
- Clean Harbors
- Ancon

## RFP SELECTION EVALUATION FORM

**PROJECT:** EMERGENCY RESPONSE AND HAZARDOUS WASTE MANAGEMENT SERVICES

**SCORING GUIDELINES:**

Rater's Score: (Range 0-5) - 0=not included/non responsive; 1=Marginal Abilities, Serious Deficiencies; 2=Adequate with Minor Deficiencies; 3=Adequate, Standard-Acceptable; 4=Well Qualified; 5=Exceptionally Well Qualified.

Weighting Factor: Input using a range of 1 through 6, with 1 being of relative lower importance and 6 being relative highest importance. You may use each number (1 through 6) more than once; however, in establishing weights, the total of all the weighing factors (A –F) must equal 20. Example: 3+2+6+4+5=20 or 3+3+3+6+5=20

Weighted Score= Rater's Score multiplied by (x) Weighting Factor. Totals should be calculated for each criterion.

Total score = Sum of all weighted scores.

Firm Name	Evaluated by	Date

CRITERIA TO BE RATED		RATER'S SCORE	WEIGHTING FACTOR	WEIGHTED SCORE
A. Firm Qualifications, Experience and References	How long has the company been in business? Has the company done similar work (ports)? Level of expertise in subject matters areas?		<b>5</b>	
B. Project Organization, Personnel and Staffing	Qualification and experience of proposed personnel for requested services. On-site availability of team and project manager? Locally based firm or team?		<b>4</b>	
C. Rates, Fees and Budget Control	Competitive rates and fees proposed? Are proposed budget management, fees and staff hours proposed and clearly defined?		<b>3</b>	
D. Quality and Responsiveness of the Proposal	Is the proposal clear and understandable; does the proposal meet all of the RFP requirements?		<b>2</b>	
E. Safety Record, Violations			<b>3</b>	
F. Emergency Response Time			<b>3</b>	
	<b>Maximum points possible=100</b>		<b>A+B+C+D+E+F=20</b>	<b>Total Points=</b>

## INTERVIEW SELECTION EVALUATION FORM

**PROJECT:** EMERGENCY RESPONSE AND HAZARDOUS WASTE MANAGEMENT SERVICES

**SCORING GUIDELINES:**

Rater's Score: (Range 0-5) - 0=not included/non responsive; 1=Marginal Abilities, Serious Deficiencies; 2=Adequate with Minor Deficiencies; 3=Adequate, Standard-Acceptable; 4=Well Qualified; 5=Exceptionally Well Qualified.

Weighting Factor: Input using a range of 1 through 6, with 1 being of relative lower importance and 6 being relative highest importance. You may use each number (1 through 6) more than once; however, in establishing weights, the total of all the weighing factors (A –F) must equal 20. Example: 3+2+6+4+5=20 or 3+3+3+6+5=20

Weighted Score= Rater's Score multiplied by (x) Weighting Factor. Totals should be calculated for each criterion.

Total score = Sum of all weighted scores.

Firm Name	Evaluated by	Date

CRITERIA TO BE RATED		RATER'S SCORE	WEIGHTING FACTOR	WEIGHTED SCORE
A. Firm Qualifications, Experience	Has the company done similar work (ports)? Level of expertise in subject matters areas?		<b>6</b>	
B. Project Organization, Personnel and Staffing	Qualification and experience of proposed personnel for requested services. On-site availability of team Locally based firm or team?		<b>5</b>	
C. Project Manager	Port Experience, Time with current company.		<b>4</b>	
D. Alternative Waste Management Experience	Recommendations for reducing waste streams		<b>2</b>	
E. Experience with Specific Port Waste Streams			<b>2</b>	
F. Certifications and Licenses			<b>1</b>	
	<b>Maximum points possible=100</b>		<b>A+B+C+D+E+F=20</b>	<b>Total Points=</b>