



City of Austin

Purchasing Office
P.O. Box 1088, Austin, TX 78767

May 17, 2018

Delivered by Email: agregory@texasdisposal.com

Texas Landfill Management, LLC
ATTN: Adam Gregory
P.O. Box 17126
Austin, TX 78760

Subject: Request for Best and Final Offer, CDL2003REBID, Beneficial Reuse of Biosolids

Dear Mr. Gregory:

Thank you for your proposal in response to RFP 2200 CDL2003REBID, Beneficial Reuse of Biosolids. As you know, the award recommendation for this solicitation was protested. On May 4, 2018, the Purchasing Officer sustained the protest in part and directed staff to set aside the earlier award recommendation.

As your proposal was one of the most highly rated proposals, in accordance with the Solicitation Instructions, Evaluation Factors, Part 6-C, I am happy to notify you that your proposal has been "short listed". As we have already held a debriefing to discuss the strengths and weaknesses of your proposal as identified by the evaluation committee, the City now requests your submission of a Best and Final Offer (BAFO).

A. Standard Instructions.

- 1) You may submit a BAFO or opt not to. One electronic copy (flash drive) in PDF format and one paper copy of your BAFO shall be submitted with a cover letter on company letterhead prefacing your submission that includes your company name and the authorized negotiator's signature with date. If you do not submit a BAFO, your proposal and your evaluation will remain as-is.
- 2) All the solicitation instructions, contract requirements, terms and conditions are unchanged.
- 3) In your BAFO, you may change any aspect of your proposal, including any of your proposed prices.
- 4) If you intend to change any of your proposed prices in your BAFO, please submit an entirely new proposed Price Sheet using the attached document, which is a blank version of the final Price Sheet that was included in the solicitation. All the instructions included in the solicitation Price Sheet are included in this attached document, and will continue to apply to any revised price proposal you may submit.

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- 5) The evaluation committee will review all changes to your proposals made in your BAFO and will revise your proposal's evaluation as applicable. In accordance with the solicitation instructions, the City may contact you to clarify any aspects of your BAFO as necessary.
- 6) Your BAFO must be received and time stamped at the Purchasing Office receptionist's desk prior to the Due Date and Time in this notice. The time stamp clock on the receptionist's desk in the Purchasing Office is the official time of record and is verified daily with the local time service at (512) 476-7744.
- 7) You are responsible to ensure timely delivery of your BAFO. The City will not be responsible for failure of service on the part of the U.S. Postal Office, courier companies, or any other form of delivery service chosen by the Offeror.
- 8) If your BAFO is received after the Due Date and Time it will be considered late and will be rejected unless the Purchasing Office, at its sole discretion, determines that the City's misdirection or mishandling was the sole or main cause for the BAFO's late receipt at the designated location.
- 9) Arrival at the City's mailroom, mail terminal, or post office box will not constitute the BAFO arriving on time.
- 10) Your BAFO must be submitted in a sealed envelope or container, marked on the outside with the following labeling, and delivered to one of the following locations.

Labeling: **Solicitation No.**
Your Name
Best and Final Offer

Location: **US Mail (only)**
City of Austin
Purchasing Office
PO Box 1088
Austin, TX 78767-8845

Carrier or In-Person Delivery

City of Austin
Purchasing Office
124 W. 8th Street, Suite 310
Austin, TX 78701

Reception Phone: (512) 974-2500

B. Special Instructions.

- 1) The due date and time for receipt of your BAFO is:

Due: **May 31, 2018, by 2:00 PM CT**

- 2) When preparing your BAFO, please keep the following strengths and weaknesses as determined by the evaluation committee in mind.

Criteria: **Business Capacity & Experience**

Strengths: Composting and bagging experience. Established retail outlets and brand recognition.

Weaknesses: Lack of recent large municipal biosolids projects. Lack of organizational structure and personnel to bring online multiple comparably sized

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operations simultaneously. Did not demonstrate adequate experience specific to biosolids composting

Criteria: Proposed Solution & Schedule

Strengths: Good odor and fire control plans. 24-hour fire watch if needed. Good mobilization schedule.

Weaknesses: Spill response plan not included. Detailed scientific information instead of site and operation plans; not site specific. Did not adequately demonstrate an understanding of the current site layout. Lack of details provided on material volumes onsite and/or produced

Criteria: Marketing Plan

Strengths: Existing retail outlets. Existing marketing structure. Designated and developed marketing department.

Weaknesses: No information on marketing current products produced at municipal facilities. No details on supply and demand or lessons learned. No product descriptions given on specific City of Austin biosolid products, and how these products will be incorporated into the current product portfolio.

If you have any questions concerning your BAFO please contact me in accordance with the solicitation's instructions.

Thank you for your participation in this competitive solicitation. We appreciate your interest in doing business with the City of Austin.

Sincerely,



Danielle Lord
Procurement Manager
City of Austin
Purchasing Office