

Disposal Contracts: Why a Request For Proposals (RFP) is Better Than a Request For Bids (RFB)

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Background- Metro's Hazardous Waste Program:

- serves the greater Portland, Oregon area, with a population of about 1.4 million
- includes 2 permanent facilities, where waste is collected from HHW customers 6 days a week year round
- also manages wastes from 1-2 day "roundup" collections 34 weekends a year, a CESQG collection program, and a transfer station load check program
- handled over 2.4 million pounds of hazardous waste in 2002

Procurement of hazardous waste disposal services:

- includes only transportation and disposal of drummed wastes (all incoming waste is handled and packaged by Metro staff)
- used Request for Proposals (RFP) process
- 12 highest volume categories awarded as a unit, remaining categories awarded individually
- evaluation of each category based on price, environmental soundness of disposal method, qualifications and experience of proposer, and compliance with RFP format

Justification for using RFP process (*excerpt from staff report provided to Metro's Council*):

Metro's hazardous waste program strives to manage all wastes in a manner that maximizes both cost-effectiveness and environmental considerations. The use of an request for proposals (RFP) process to procure hazardous waste transportation and disposal services provides a degree of flexibility that greatly facilitates the attainment of these two goals.

The hazardous waste transportation and disposal firms that service the Pacific Northwest have varying capabilities, and generally varying relationships with final recycling and disposal facilities. Some regional contractors may have developed in-house treatment and recycling methods, while others may ship wastes around the country to facilities under their control. A wide variety of hazardous wastes are received at Metro's facilities, and each potential disposal contractor will have certain types of wastes for which they offer particularly attractive pricing or otherwise unavailable processing or disposal technologies. The details of categorization and packaging that each contractor requires can vary significantly, and it is necessary to leave open

these specific details in order to capitalize on strengths of the various hazardous waste management firms.

Evaluation Criteria:

The criteria used in evaluating each submitted proposal for each waste category was as follows:

- General compliance with the RFP. (10 points)
- Costs for transportation and disposal of individual waste category, including labor and material costs which would be incurred by Metro in preparing wastes to meet proposer's specifications. (50 points).
- Environmental soundness of disposal method (see note below). (25 points).
- Proposer's experience, qualifications and compliance record (15 points).

Environmental soundness points were awarded based on the disposal method's relative position in the waste reduction hierarchy. The hierarchy used differs slightly from those seen elsewhere: Reuse, recycle, energy recovery, treatment, incineration, landfill.

Sample of form filled out by proposer for each category:

Category L Alkalis

Quantity generated per year: 400 drums

Description: Cleaners and disinfectants pH 12-14, photo developers, sulfur, etc.

Current packaging specifications: UN 1A2 drum, reconditioned OK, liner required, lab pack (Maximum 20 gallons of liquid total, inside glass containers maximum of one gallon of liquid, other containers maximum five gallons liquid, 50 pounds maximum solid).

Current disposal method: Landfill

Proposer's price for this method: _____/55-gallon drum

Proposed disposal facility:

Proposer's price for alternate method _____/55-gallon drum

Disposal method:

Disposal facility:

Notes, changes: