January 4, 2016

Request for Qualifications

For a design-build, permitting, equipment system supply, facility installation, startup, testing, and long-term operation of a Scrap Tire Processing Plant (Pyrolysis, Gasification, crumb rubber production, rubber mulch, or other process) for the City of Laredo’s Landfill

The City of Laredo will solicit and receive qualifications until 4:00 P.M., on Friday, February 19, 2016 from qualified Consultants interested in providing design-build, permitting, equipment system supply, facility installation, testing, and long-term operation of a Scrap Tire Processing Plant (Pyrolysis, Gasification, crumb rubber production, rubber mulch, or other process) of a 3 ton/day scrap tire processing unit located at 6912 HWY 359, Laredo, Texas.

BACKGROUND:

Like many other communities, City of Laredo is dealing with the number of scrap and used tires dumped on the City Right-of-ways, vacant lots and creeks. To combat this serous illegal dumping and health issue, The Council adopted a new “Tire core fee ordinance” to prohibit citizens taking their scrap tires home instead of paying for a disposal fee. City council also authorized a fulltime City crew to collect the illegally dumped tires from the City ROW. In 2014, landfill received about 90,000 tires.

OBJECTIVE:

To partner with a private contractor to complete the detailed design, permitting, equipment supply and installation, site and building construction, start-up, testing and long-term operation
of a facility to serve as a minimum 3 ton/day tire processing plant. The City of Laredo will provide the selected vendor with exclusive rights to 3 tons/day of scrap tires and with land at the City’s landfill. The selected vendor will utilize the City’s scrap tire feedstock, depending on the technology selected to (a) produce oil, carbon black, CNG gas and scrap metal, and or (b) produce crumb rubber, and or (c) produce rubber mulch, and or (d) any other potential commodities or financially advantageous disposal alternatives that can be obtained from scrap tires.

The selected firm will be responsible for financing, exploring and expanding markets for processed tires, building and operating the processing plant. Additionally, after selection, firm will conduct and furnish to the City a detailed Economic/Operational Feasibility Assessment and Market Study of the viability of the proposed scrap tire processing unit. The terms of the partnership will be negotiated after selection and City’s review of the detailed Market Study. The plant needs to meet with any federal, state and local laws.

Submission of Qualifications

Provide Seven (7) copies (including one unbound copy suitable for photocopying) of submittals and must contain the following information:

1. One page letter of interest that includes a synopsis and qualifications of the prime firm and sub-consultants, the project manager and primary contact, and the project principle representing the contractual authority of the firm.
2. An Organizational chart showing the prime consultant and subconsultants, the proposed relationships between key personnel and support staff who are expected to participate on the project, and which aspects of the work each person will be responsible for performing.
3. Profile(s) of firm or team members including number of employees, location, and relevant experience working on similar projects within the last five (5) years. Describe the firm’s or team members experience with local governments or other public agencies in the development of similar projects.
4. Resumes of the project manager, principal and staff identified as having a major role in the project.
5. Provide a brief description of all firms participating in this submittal and its ownership structure. Indicate percentage ownership by women and minorities.
6. A description of the proposed approach to the design, permitting, equipment supply and installation, site and building construction, start-up, testing and long-term operation of these systems.
7. A description of any financial incentives that the firm will share with the City.
8. Any preliminary market/operational/economic feasibility studies on scrap tires.
9. A detailed timeline for completing the projects.
10. Project descriptions for three (3) recent projects of a similar scope performed by the project manager, principal or team members within the last five (5) years. Provide the name of the client (include contact information), description of services provided, key personnel involved, year the project was completed, and estimated cost.
11. Disclose any material agreements, relationships, or employment your firm or team
members has with any other firm, government agency or other person or entity that may create a conflict of interest or the appearance thereof.

SELECTION PROCESS AND CRITERIA

Process

The City Manager will assemble a review committee to evaluate all responses to this Request for Qualifications. From this review, the committee may select a consultant(s) solely on the basis of submittals, or may additionally identify a short list of individual or team candidates for possible interviews. The committee may contact any or all respondents to clarify submitted information. Upon selection of a firm, firms or individuals based on its evaluation of the respondent’s submission, the City will negotiate a scope of services and other terms and conditions of an agreement with the selected firm(s). City intends to evaluate the submissions received and to select one or more firms with in sixty (60) days.

Selection Criteria

The City will select the consultant team(s) or individuals that most successfully meet the criteria listed below. The selection criteria and weighting is shown below:

1. At least 3 years’ demonstrated experience in the management, operation, and the construction of tire processing plants. (30 points)
2. At least one reference facility, with a preferred processing capacity of at least 3 tons/day of scrap tires where the Applicant was responsible for at a minimum the design, construction, and operations. (25 points)
3. Demonstrated ability to meet environmental compliance (in accordance with USEPA and applicable state/local regulatory requirements) on tire processing plants. (25 points)
4. Demonstrated experience in finding and expanding markets for commodities from scrap tire processes. (20 points)

Important Considerations

The City reserves the right, at its sole discretion, to 1) reject any or all submittals when, in its opinion, it is determined to be in the public best interest, 2) waive minor informalities of a submittal, 3) cancel, revise, or extend this solicitation, 4) request additional information which the City deems necessary, 5) extract, combine, and delete elements of individual submittals and to negotiate jointly or separately with individual proposers with respect to any or all elements of the proposal.

This Request for Qualifications does not obligate the City to pay any costs incurred by any respondent in the submission of a proposal or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the services to be furnished under this request for qualifications. The City, encourages local participation and may give preference to Laredo firms when all considerations with other firms are equal. Firms submitting interest statements should be ready to contract within thirty (30) days after notifications of recommendation for award. The City of Laredo reserves the right to
reject any or all submittals received and to award contract only upon availability of funding.

Questions concerning the RFQ should be directed to Mr. John Porter, Acting Environmental Services Director at 956-794-1650. Questions concerning landfill and current tire disposal methods should be directed to Mr. Stephen Geiss, Solid Waste Manager at 956-795-2515. Interested consultant firms should submit the qualifications consisting of the minimum number of typewritten pages sufficient to provide necessary information to:

John Porter  
Acting Director  
Environmental Services Department  
619 Reynolds St.  
Laredo, Texas 78040  
(956) 794-1650