

Proposal Evaluation Guide, Section C

The offeror must address all the Technical Qualifications, Experience and Approach (“TQ, E and A”) items detailed below and provide, in sequence, the information and documentation as required and referenced with the associated Item Reference number. To facilitate the proposal evaluation committee finding each applicable answer, the offeror must detail the proposal page number(s) for each item in the appropriate Proposal Page # space below. The proposal evaluation committee will not be responsible for finding the required information.

The project manager and proposal evaluation committee will independently review, evaluate and score the TQ, E and A items to determine if the applicable items have been addressed as required. The offeror must respond to each TQ, E and A item; if not, the offeror’s score may be negatively impacted.

The proposal evaluation committee members will multiply the item score by the associated evaluation factor (indicates the relative emphasis of the item in the overall evaluation). The resulting product will be the item’s raw weighted score.

Evaluators will use the below whole number, raw point scale for scoring each item:

0 = little value 1 = poor 2 = fair 3 = satisfactory 4 = good 5 = excellent

| OFFEROR LEGAL ENTITY NAME: | | | | | |
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| Proposal Page # (Offeror completes) | Item Ref. # | Section C— TQ, E and A Items | Item Score | Evaluation Factor | Raw Weighted Score |
| | | | <i>(HDOA Use Only)</i> | | |
| | C.1. | Provide a brief statement that illustrates the offeror’s understanding of the HDOA’s requirements as stipulated throughout this RFP, the SOW, and project schedule. The statement should illustrate how the offeror will manage the project, complete tasks described in the SOW, accomplish required objectives, and meet the HDOA’s project schedule. | | 15 | |
| | C.2. | Provide a statement that illustrates jobs in the collection, packaging, transportation, tracking, disposal and documentation of pesticides or other hazardous materials, including all necessary cleanup activities to assure no pesticides or visible residues remained. Include experience with | | 20 | |

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| | | collecting a variety of wastes from different individuals or sources, such as household hazardous waste collections or collections where participants drop off waste which required characterization, packaging and shipment. | | | |
| | C.3. | <p>Succinctly describe the criteria used or procedures that will be followed for characterizing, packaging, and storing of CSUU pesticides. Specifically address how hazardous materials will be segregated or consolidated, the packaging method, and types of containers used.</p> <p>Describe procedures for tracking container contents. Provide copies of any forms and logs for tracking container contents and documenting storage conditions.</p> <p>If applicable, describe any procedures to segregate material that will be recycled from material that must be treated or disposed. Identify any firm, subcontractor and/or facility where material would be sent for recycling.</p> <p>If known at the time of proposal submittal, list the ultimate disposal facilities and transporters (including US EPA ID numbers) for all wastes collected. If the final disposal facility is unknown at the time of proposal submittal, a list of potential facilities may be provided. If the offeror will not be the transporter to the ultimate disposal facility, the sub-offeror must comply with all of the provisions and requirements of this RFP.</p> <p><i>NOTE: Use of a disposal facility will not be considered a sub-contractual relationship.</i></p> | | 20 | |

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| | C.4. | Indicate the minimum and maximum number of staff the offeror will provide. Briefly describe how the offeror will expediently mobilize additional qualified personnel, equipment, and materials as required to properly manage and control the activities in the event that the HDOA determines that participation at the collection event exceeds the capacity of the Contractor’s on-site staffing and equipment levels. | | 10 | |
| | C.5. | <p>Provide a brief statement, signed by a signator legally authorized to bind the offeror, attesting that the offeror will:</p> <ul style="list-style-type: none"> • Develop a Health and Safety Plan (“HASP”) specific to this RFP, which must include but not limited to, HAZWOPER, OSHA, or any other health and safety certifications or training credentials relevant to the employees conducting onsite disposal activities, site security, portable lavatories, weather, traffic control, and off-site impacts; • Keep the HASP onsite at all times during the disposal event; • Provide the HASP to the HDOA immediately upon request; and, • State the offeror’s commitment to and compliance with the HASP. <p>List your firm’s most recent Occupational Safety and Health Administration (“OSHA”) Recordable Case Rate. This should be listed for the firm as well as the local/regional division/office responsible for managing this project. If none, so state.</p> | | 10 | |
| | C.6. | Provide an example of a disposal event participant registration form documenting the type of participants (i.e., farmers, pest control operators), | | 5 | |

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| | | type of pesticides collected (i.e., herbicide), and the number of participants from each type of business. If none, so state. | | | |
| | C.7. | Provide an example of an accounting system to report quantity and types of pesticides collected, disposal facility, active ingredient, EPA registration number (when applicable), method of disposition, costs of disposition, and each participant's type of business. | | 5 | |
| | C.8. | Provide a brief statement, signed by a signator legally authorized to bind the offeror, attesting that the offeror will: <ul style="list-style-type: none"> • Develop a Spill Prevention Plan (“SPP”) which describes procedures that will be used to minimize the possibilities and effects of a hazardous material release, fire, or explosion. • Keep the plan onsite at all times during the disposal event; • Provide the plan to the HDOA immediately upon request; and, • Be committed to and comply with the SPP. | | 5 | |
| | C.9. | Provide a brief description of the offeror’s Environmental Policy or pollution prevention strategies covering areas such as water and air pollution abatement, waste reduction and recycling, alternative fuels use, reduced idling practices, energy and water conservation, environmentally preferable purchasing, etc. If the organization has an environmental management system, it may be included as an attachment. Offeror shall state whether the organization is ISO 14001-2015 certified. | | 5 | |
| | C.10. | Provide a detailed regulatory compliance history presenting information on any violations, enforcement actions, judgments, pending lawsuits or actions against; adverse contract actions, including | | 10 | |

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| | | <p>termination(s), suspension, imposition of penalties, or other actions regarding failure to perform or deficiencies in fulfilling contractual obligations against your firm within the past five (5) years. If none, so state.</p> <p>Provide a detailed description of all fines or civil penalties within the past five (5) years, when and where the violation occurred, what the violation was for, and what was done to correct the violation; include any pending violations. Include this information for all facilities which will handle waste collected from this program, through final treatment or disposal, including all Treatment, Storage, and Disposal Facilities, recyclers, transporters and other disposal facilities, including subcontractors, used by offeror. If none, so state.</p> | | | |
| | C.11. | <p>Briefly discuss the compliance training provided to all key personnel that will be participating in this project, including specific training topics and frequency. Describe your procedures for auditing compliance performance of staff (i.e., auditing facility operations, container labeling, paperwork). What corrective actions are taken if compliance issues are found? If none, so state.</p> | | 10 | |
| <p><i>NOTE: The formula used to calculate the Final Score will result in a number rounded to a maximum of two (2) places to the right of the decimal point.</i></p> | | | | | Final Score: |
| <p><i>HDOA Use Only – Proposal evaluation committee member signature, printed name & date:</i></p> | | | | | |