



CITY OF

Richmond CALIFORNIA

REQUEST FOR QUALIFICATIONS FOR CONSULTING SERVICES RELATED TO THE CITY OF RICHMOND'S SOLID WASTE COLLECTION FRANCHISE AGREEMENT

For the:

City of Richmond, City Manager's Office, Economic Development

Release Date:

01/28/2022

Closing Date and Time:

03/2/2022 by 3:00 pm

Submittal Location:

Bids Online- Electronic Proposals Only
Via the City's Secured Online Bidding System

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Introduction

The City of Richmond is requesting qualifications from qualified firms to provide professional services to analyze the City's current solid waste collection franchise agreement and advise a course of action. The City of Richmond (the City) entered into an [exclusive franchise agreement](#) with Richmond Sanitary Service, a subsidiary of Republic Services, in 1985 for the collection of solid waste, recycling, and organic waste generated within the City. The Agreement expires June 30, 2025, at which time the contract must be renegotiated or terminated. If the City were to choose not to renegotiate, it would need to complete a competitive solicitation process for a solid waste hauler promptly to allow adequate time to conduct the procurement process.

The City's [original](#) solid waste collection franchise agreement and [amendments](#) can be found on the City's website. The City of Richmond, City Manager's Office, Economic Development division will manage and support the selected consultant(s).

This Request for Qualifications (RFQ) describes the scope of services, the consultant selection process, and the minimum information that must be included in the proposal. Failure to submit information per the RFQ requirements and procedures may be cause for disqualification. The words "organization", "consultant", "offeror", "respondent", "vendor" and "proposer" are used interchangeably throughout this Request for Qualifications (RFQ) to refer to the organization, firm, institution, team, or partnership that would act as the City's consultant. The anticipated term of this contract will be for at least two (2) years, with an option to extend.

Vendors are required to read and understand all information contained within this entire Qualifications package. By responding to this RFQ, the vendor agrees to read and understand these documents.

About the City

The City of Richmond is a charter city located in Contra Costa County, part of the San Francisco Bay Area with a population of 110,567 residents. Richmond is one of the region's most diverse communities: 42.5% of residents identify as Hispanic or Latino, 20.2% identify as Black or African American alone, 17.8% identify as White alone (not Hispanic or Latino), and 15.4% identify as Asian alone (15.4%).¹ Richmond is home to a multi-modal transit hub that includes BART, Amtrak, AC Transit, marinas, shopping, recreational and cultural amenities, and 32 miles of shoreline. This all contributes to making Richmond among the most desirable up-and-coming communities in California.

Richmond's recreation and outdoor attractions include the [Rosie the Riveter/World War II Home Front National Historical Park](#), 36 miles of the [SF Bay Bicycle and Pedestrian Trail](#), and the 23-acre [Point Isabel Regional Shoreline Park](#). The City of Richmond Downtown neighborhood is supported by an actively managed Property Business Improvement District (PBID) and a state-certified Main Street District, [Richmond Main Street Initiative](#) which supports businesses, including the newly opened [Co-Biz](#) co-working space. Downtown has a [Kaiser Permanente Medical Center](#), the [East Bay Center for Performing Arts](#), and more. The industrious Port of Richmond includes public and private port uses and the Chevron Richmond Refinery's long wharf. [Priority Development Areas](#) in Richmond include Hilltop, 23rd Street, San Pablo Corridor, South Richmond, and Central Richmond. As of April 2021, Richmond has at least 464 residential units under construction, 989 residential units approved, and 1,192 residential units

¹ Quickfacts Richmond city, California. 2019 American Community Survey 5-year estimates.
<https://www.census.gov/quickfacts/richmondcitycalifornia>

under review. In February 2020, the City of Richmond launched its Open Data and Performance Reporting System, Transparent Richmond (www.transparentrichmond.org), with data from 11 departments across the City.

Scope of Services

The City of Richmond (the City) is seeking the services of a highly qualified consulting firm(s) to assess the City's current solid waste collection franchise agreement, conduct a thorough financial and feasibility analysis, and solicit community input on the current agreement and future action. The following is a preliminary scope of services to be utilized when submitting a response and are not meant to be prescriptive. Respondents are encouraged to include any other items relevant to the stated objective of this RFQ for the City's consideration. It is expected that the firm or individual will have experience with public sector projects of similar nature and scope.

1. Provide consultant expertise to assist the City throughout the process in assessing the current solid waste collection franchise agreement.
2. Summarize information on solid waste collection franchise agreement approaches and language taken by other cities and municipalities to provide recommendations on Richmond's solid waste collection franchise agreement.
3. Identify, gather, and track data to represent an accurate community profile and to inform recommendations and progress.
4. Research, assess, and leverage current plans, policies, City services, and delivery methods to conduct a "gap analysis" concerning a solid waste collection franchise agreement.
5. Research and assess current City collection rates and fees, potential renegotiation costs, and costs of developing a new solid waste collection franchise agreement with a different service to conduct a thorough financial analysis to better inform the City, City Council, and community members.
6. Assist the City with potential rate adjustment negotiations with Republic Services and Richmond Sanitary Services.
7. Develop and facilitate an inclusive, innovative, and accessible multilingual community engagement process which includes reaching out to:
 - o The overall Richmond community and stakeholders through community meetings, town hall gatherings, workshops, webinars, and other outreach methods.
 - o Neighborhood Councils, community organizations, Homeowner Associations (HOAs), commissions, and business organizations.
8. Attend meetings including but not limited to City Council meetings, Richmond Coordinating Council meetings, community meetings, and multiple internal meetings with City staff members.
9. Attend meetings as necessary to negotiate and communicate with the City and its partner services.
10. Provide and/or present updates to the Richmond City Council every six months (during the two years) on progress and advise the Council on the potential implementation of certain recommendations, even before the end of the planning process. This includes presentations to Neighborhood Councils, commissions, boards, and community organizations as requested.

The preliminary services required of the consulting firm(s) include the research, assessment, and advising services to the City regarding potential courses of action regarding its solid waste

collection franchise agreement with Republic Services. If the Richmond City Council determines and recommends that the City terminate its contract with Republic Services and seek a new solid waste collection contract service, the existing contract outlined in this RFQ may be extended to include the necessary negotiations and services.

Qualifications/Experience

This Project will require the firm/team to have the following qualifications/experience:

- Experience developing solid waste collection franchise agreements and implementation.
- Proven experience negotiating and facilitating agreements between municipalities and private companies.
- Proven experience developing municipal code and amendments, including with municipalities similar in size and scope to the City of Richmond.
- Proven ability to gather, analyze and share data in innovative ways including preparation of a community profile; conducting relevant gap analysis; and experience creating tools to measure and display progress.
- Project Manager/Team Lead's overall experience managing similar projects.
- Proven ability to engage with residents and other stakeholders.
- Experience working within tight deadlines and budgets.

Proposal Format Guidelines

The Proposals should:

- Be concise, well-organized, and demonstrate the proposer's experience applicable to the program.
- Be limited to ten (10) double-sided pages (8.5 inches X 11 inches). This page limit is inclusive of graphics, forms, pictures, photographs, and dividers. Résumés, required forms, certifications, and front and back covers will not be counted toward the proposal's page limit.
- The font should be Arial, size 12 point with minimum left and right margins of one inch, and top and bottom margins of 0.7 inches.
- Adhere to the "Proposal Elements and Format Requirements" order and content descriptions within each section.
- Be straightforward and provide "layman" explanations of technical terms that are used.

Emphasis should be concentrated on conforming to the RFQ instructions, responding to the RFQ requirements, and providing a complete and clear description of the offer. Qualifications and proposals which appear unrealistic in the terms of technical commitments, lack technical competence, or are indicative of a failure to comprehend the complexity and risk of this contract, may be rejected. The following qualifications sections are to be included in the vendor's response and shall include the following information, at a minimum:

Vendor Cover Letter

A cover letter, not to exceed two (2) pages in length, should summarize key elements of the proposal and shall:

- Confirm that all elements of this RFQ have been reviewed and understood;
- Include a statement of intent to perform the services as outlined;

- Express the company's willingness to enter into an agreement under the terms and conditions prescribed by this RFQ, insurance requirements (Attachment 1) and in the sample Service Agreement (Attachment 2);
- Submit a written description and brief history of the company's experiences, qualifications, and successes;
- Confirm that vendor has a minimum of three (3) years verifiable experience;
- Stipulate that the proposal price will be valid for at least 180 days;
- Identify a single person for contact during the RFQ review process; and
- Cover letter shall be signed by an authorized official of the company.

Background and Project Summary Section

The Background and Project Summary Section should describe your understanding of the City, the work to be done, and the objectives to be accomplished. For detailed requirements refer to the Scope of Services of this RFQ.

Timeline of Project

- One (1) page maximum.
- Provide an overall project schedule, including the timing of activities.

Detail project schedule, identifying all tasks and deliverables to be performed durations for each task, and overall time of completion. The project is anticipated to start in 2022 and extend to at least the spring of 2023, with a possibility of extending further pending Council direction.

Proposed Budget & Costs

- Include a not-to-exceed total budget amount.
- Required: 2 pages total; 1 page budget spreadsheet + 1 page budget narrative.
- Provide a detailed budget spreadsheet indicating the cost of each major element identified in the Scope of Services and including all direct and indirect project costs associated with the budget narrative and Scope of Services.
 - Include a brief narrative to detail the costs for the projected budget as tied to the deliverables outlined in the Scope of Services.
 - Include line items for each staff to be assigned to the project, total projected hours, and hourly rate. Hourly rates shall be all-inclusive (*i.e., base salary, fringe benefits, overhead, etc.*).
 - Include costs associated with facilitating effective community engagement activities, including materials or reproduction costs, community outreach, and engagement incentives, as well as subcontractor services and costs, if needed.

Please note: Proposers will be paid at the same rates outlined in their cost proposal and no additional funds will be paid above and beyond the original quote given by the selected Proposer unless further negotiated in writing and agreed to by the City of Richmond. These rates will also be used to negotiate other mutually agreed-upon tasks that may be assigned. This is a negotiated procurement and as such, awards may not necessarily be made to the consultant submitting the lowest-priced proposal. Awards will be made to the consultant submitting the best responsive proposal satisfying the Department's criteria, including consideration of price and other indicated factors.

Staffing

Describe proposed Project team organization, including identification and responsibilities of key personnel. Indicate the role and responsibility of prime consultants and all sub-consultants. If applicable, indicate how local firms are being utilized to ensure a strong understanding of state and local laws, ordinances, regulations, policies, requirements, and permitting. Indicate the staffing level for the Project. The City of Richmond's evaluation of the proposal will consider the proposer's entire team; therefore, no changes in the team composition will be allowed without the prior written approval of the City of Richmond. Sub-consultant letters of commitment are required and must be submitted with the proposal.

Qualifications and References

The information requested in this section should describe the qualifications of the firm and key staff performing projects within the past ten years that are similar in size and scope to demonstrate competence to perform these services. Information shall include:

- Names of key staff that participated in named projects and their specific responsibilities concerning this scope of service.
- A summary of your firm's demonstrated capability, including the length of time that your firm has provided the services being requested.
- Provide at least three (3) references that received similar services from your firm. The City of Richmond reserves the right to contact any of the organizations or individuals listed. Information provided shall include:
 - Client name and contact info
 - Telephone & e-mail address
 - Address
 - Description of services provided including contract amount
 - Project start and end dates

Value-Added Services

Please provide any additional services of benefit not specifically required herein, which the proposer offers to provide.

Contractor Assignment of Sub-Contract

The resulting contract shall not be assigned, transferred, or sublet, in whole or in part, without the prior written approval of the City of Richmond. If Offerors intend to subcontract any portion of the resulting contract, they must describe their process for selecting such subcontractor(s) and the quality control measures that the Offeror will employ to ensure that any subcontractor complies with the provisions of Offeror's contract with the City.

If including subcontractors, please provide: addresses, telephone numbers, and areas of expertise of each.

Exceptions to this Request for Proposal

- The proposer shall state whether or not it takes exception(s) to this RFQ, including but not limited to the City of Richmond's Standard Services Agreement – RFQ (Attachment 2). If the proposer does take exception(s) to any portion of the RFQ or contract, the specific portion to which exception(s) is taken must be identified by section number and explained.
- Requests for changes or additions to sections of the City of Richmond's Standard Services Agreement must be shown by requesting deletion of specific words and/or by

providing new requested contract language. Requests for complete replacement of the City of Richmond's Standard Services Agreement for another contract will not be granted.

- Failure to make exceptions to the RFQ or Standard Services Agreement within the proposal will be deemed a waiver of any objection. Exceptions will be considered during the proposal evaluation process.

Statement of Impartiality and Disclosure

The nature of this Project requires an impartial unbiased approach on the part of the proposer's team. This proposal shall include a statement declaring that the proposer's and sub-consultants are not currently, and will not, during the performance of these services, participate in any other similar work involving a third-party with interests currently in conflict or likely to conflict with the City of Richmond's interests. Additionally, the proposer is required to disclose any pending or active investigations or litigation that may affect the reputation or ability of the proposer to carry out the Project.

Proposal Submittal Guidelines

Interested parties may download copies of the above-mentioned proposal by visiting the City's website, <http://www.ci.richmond.ca.us/bids>. To download the RFQ, new vendors will be required to register to BidsOnline. Once the vendor downloads any documents relative to a solicitation, that vendor's name will appear on the Prospective Bidders list for that project and will receive any addenda or notifications relating to the RFQ.

All questions must be submitted via the electronic BidsOnline system on the Q&A tab by 5:00 pm PST, on 2/16/2022. If the City finds it necessary to issue an addendum, prospective Offerors will receive e-mail notification of addendum. Otherwise, answers to questions received will be provided on the Q&A tab and notification will be sent by 2/18/2022. It is the proposer's responsibility to periodically check the BidsOnline website www.ci.richmond.ca.us/bids for any possible addenda to the RFQ that may have been posted.

Any party submitting a proposal shall not contact or lobby any City Council member, City official, employee (except those specified for contact), or agent regarding the RFQ. Any party attempting to influence or circumvent the RFQ, bid submittal, and review process may have their proposal rejected for violating this provision of the RFQ.

Submission of Qualifications

Electronic Proposals shall be submitted via the City's secure online bidding system. All required sections of the proposal must be submitted via the website. The contractor is solely responsible for the "on-time" submission of their electronic proposal. The Bid Management System will not accept late proposals and no exceptions shall be made. Contractors will receive an e-bid confirmation number with a timestamp from the Bid Management System indicating that their bid was submitted successfully. The City will only receive those proposals that were transmitted successfully.

The proposal must be received no later than 3:00 PM PST, on March 2, 2022.

The proposal and any required certifications shall be signed by an individual or individuals authorized to execute legal documents on behalf of the proposer.

The City of Richmond reserves the right to waive inconsequential irregularities.

Tentative Selection and Schedule:

The City reserves the right to alter this schedule as necessary.

City Issuance of the RFQ	January 28, 2022
Questions Due	5:00 PM PST February 16, 2022
RFQ Closing Date (due date)	3:00 PM PST, March 2, 2022
Review and potential Interview of Top Proposers	March-April, 2022
City Council Consultant Approval	April-May, 2022

General Guidelines

This RFQ does not commit the City of Richmond to award a contract, to defray any costs incurred in the preparation of a qualifications under this RFQ, or to procure or contract for work. A failure to award a contract to the proposer with the lowest cost proposal shall not constitute a valid cause of action against the City of Richmond. The City shall not be responsible for work done, even in good faith, before the final approval of the proposed contract. The City may investigate the proposal of any respondent under consideration, require confirmation of information furnished by the respondent, and require additional evidence or qualifications to perform the Services described in this RFQ.

The City reserves the right to:

1. Reject any or all proposals, or make no award without providing the reason(s) underlying the declination.
2. Issue subsequent Requests for Proposal.
3. Postpone opening for its convenience.
4. Remedy technical errors in the Request for Proposal process.
5. Negotiate with any, all, or none of the Respondents.
6. Solicit best and final offers from all or some of the Respondents.
7. Select one or more Respondents.
8. Accept other than the lowest proposed fees.
9. Waive informalities and irregularities in the proposal.
10. Request additional information, including, but not limited to, follow-up interviews.

Public Records

All proposals submitted in response to this RFQ become the property of the City of Richmond and public records and, as such, may be subject to public review. Documents protected by law from public disclosure will not be disclosed by the City of Richmond if clearly marked with the word "confidential" on each applicable page. Trade secrets may be marked as confidential only to the extent they meet the requirements of California Government Code section 6254.7. Only information claimed to be a trade secret at the time of submittal to the City of Richmond and marked as "confidential" will be treated as a trade secret.

Insurance Requirements

The City of Richmond requires consultants doing business with it to obtain insurance, as shown in RFQ Attachment 1. The required insurance certificates must comply with all requirements of the standards as shown and must be provided within fifteen (15) days of issuance of the Notice of Intent to Award and before the commencement of any work on the Project.

Permits and Licenses

Proposer, at its sole expense, shall obtain and maintain during the term of any agreement, all appropriate permits, certificates, and licenses including, but not limited to, a City of Richmond Business License, which will be required in connection with the performance of services hereunder.

Limited Liability Companies Disclosure Statement (LLCS)

Resolution No. 86-21, approved by City Council on July 6, 2021, requires disclosure of the identities of beneficial & responsible owners of Limited Liability Corporations (LLC) (Attachment 5). Bidders/Proposers must submit the attached Disclosure Statement of Limited Liability Companies Form with their Bid or Proposal (Attachment 5).

Compliance with City Ordinances

The contractor shall comply with the City of Richmond Nondiscrimination Clauses in City Contracts Ordinance ([Richmond Municipal Code \(RMC\) Chapter 2.28](#)), Business Opportunity Ordinance ([RMC Chapter 2.50](#)), Local Employment Program Ordinance ([RMC Chapter 2.56](#)), Living Wage Ordinance ([RMC Chapter 2.60](#)) and Ordinance Banning the Requirement to Provide Information of Prior Criminal Convictions on all Employment Applications (“Ban the Box”) ([RMC Chapter 2.65](#)), which are incorporated into the Contract Documents by this reference.

Sanctuary City Contracting Ordinance (SCCO)

The Richmond Sanctuary City Contracting Ordinance No. 12-18 prohibits the City from granting and or retaining contracts with any person or entity that provides Data Broker or Extreme Vetting services to the U.S. Immigration and Customs Enforcement Division of the United States Department of Homeland Security (“ICE”) (Attachment 4). Bidders/Proposers must submit the attached Sanctuary City Compliance Statement with their Bid or Proposal (Attachment 3).

Collusion

By submitting a proposal, each respondent represents and warrants that its proposal is genuine and not false or collusive or made in the interest of, or on behalf of any person not named therein; that the respondent has not directly or indirectly induced or solicited any other person to submit a false proposal, or any other person to refrain from submitting a proposal; and that the respondent has not, in any manner, sought collusion to secure any improper advantage over any other person submitting a proposal.

Withdrawal of Proposal

A respondent may withdraw their proposal before the expiration of the time for submission of a proposal by delivering to the City Manager’s Office a written request for withdrawal signed by, or on behalf of, the respondent.

Ownership of Documents

All reports, studies, information, data, statistics, forms, designs, plans, procedures, systems, and any other materials produced for the Project shall be the sole and exclusive property of the City. No such materials or properties produced in whole or in part for the Project shall be subject to private use, copyrights, or patent rights by Respondent in the United States or any other country without the express written consent of the City. The City shall have unrestricted authority to publish, disclose (except as may be limited by the provisions of the Public Records

Act), distribute, and otherwise use, copyright or patent, in whole or in part, any such reports, studies, data, statistics, forms or other materials or properties produced for this project.

Rejections

All proposals will be reviewed to determine conformance with the RFQ requirements. Failure to meet the requirements may be cause for rejection of the proposal. Any proposal which is incomplete, conditional, or contains irregularities may also be rejected.

The City of Richmond reserves the right to:

- A. Select any proposal as a basis for written or oral communication with any or all of the companies or individuals when such action is considered to be in the best interest of the City of Richmond.
- B. Exercise discretion and apply its judgment concerning the selection of any proposals submitted.
- C. Reject all proposals.

Evaluation and Selection Criteria

The selection committee, comprised of City of Richmond personnel, shall first review submittals for initial decisions on responsiveness and responsibility. This shall include a check that required forms were submitted, verification that the vendor meets minimum qualifications, verification that the Vendor proposal response is reasonably complete, and other considerations of responsiveness based on the instructions within this RFQ. Qualifications that have not complied with requirements, do not meet minimum content and quality standards, or take unacceptable exceptions to the General Terms and Conditions of the Service Agreement, will be eliminated from further consideration. Those found responsive based on this review will proceed to the proposal evaluation process, using the criteria listed below.

Criteria upon which the evaluation of the proposals will be based include, but are not limited to, the following:

Category	Score Percentage	Description
The Qualifications and Approach to Work	30	<ul style="list-style-type: none">• Ability to provide services as outlined in the RFQ• Approach and proposed methodology to project scope• Demonstrated understanding and knowledge of the work required• Explanation of the services required• Innovative approaches and internal measures for services requested• Potential problems and suggestions of possible solutions are shared• An understanding of the nature and extent of the services required and the ability to effectively manage multiple community engagement activities throughout the planning process is demonstrated• Timeline provides sufficient detail for reviewers to analyze the feasibility of scope of work, the

		robustness of activities and approach and demonstrates proposer’s clear understanding of the requested scope of work <ul style="list-style-type: none"> • Special resources the team offers that are relevant to the successful completion of the project
Qualifications/References	20	<ul style="list-style-type: none"> • Satisfactory evidence the Respondent has the requisite experience and ability to execute the work successfully and properly and to complete services promptly • Firm’s experience in performing similar work, years in business, past and current client references, and technical expertise and professional competence in areas directly related to this RFQ • Prior experience and capacity of proposer in, leading community engagement in diverse communities, community needs assessments, strategic planning, public funding allocation, or similarly relevant environments is described.
Project Team	20	<ul style="list-style-type: none"> • Unique qualifications of key personnel and successful involvement with projects of similar scope and magnitude • Availability of staff to conduct a workshop as soon as possible • Organization chart • Résumés included and organizational structure makes sense
Cost Proposal	30	<ul style="list-style-type: none"> • Pricing for staff, including direct and indirect labor expenses • Budget is sufficiently detailed and includes all specified requirements • Proposed Budget and Costs includes narrative and line-item budgets
TOTAL	100	

Upon request of the City of Richmond, short-listed vendors may be requested to give an oral presentation/demonstration on the vendor’s proposal, which would include a detailed analysis of how the RFQ requirements would be addressed should Offeror receive the award. A virtual presentation shall be conducted via Zoom. The presentation shall be conducted at no cost to the City. Vendors may be eliminated from consideration based solely on the inability to meet minimal requirements and/or review of written proposals.

The total points for both the interview and the written proposal combined shall be used to determine the top candidate(s). The selection committee may then consider references and responsibility before selecting the finalist. The selection committee shall select the Proposer that is evaluated to be most competitive, and whose response is deemed to be in the best interest of this requirement.

The City of Richmond may negotiate elements of the contract as required to best meet the needs of the City of Richmond. If the City of Richmond determines, in the course of negotiations, that a satisfactory contract cannot be executed in a timely fashion, the City of

Richmond may reject the firm and either terminate the procurement process or initiate negotiations with other firms in the order of their relative ranking.

Pre-Award Negotiations

After the proposals are opened, but before award, the City may elect to conduct negotiations with the highest-ranked respondent for purposes of:

- Resolving minor differences and information
- Clarifying necessary details and responsibilities
- Emphasizing important issues and points
- Receiving assurances from respondents
- Cost/budget clarifications

If the City cannot successfully negotiate a contract with the highest-ranked respondent, the City may begin negotiations with the second-highest ranked respondent. Selection may be made without further discussion, negotiations, or Offeror's presentations; therefore, Offeror shall offer the most favorable terms in response to this RFQ. The offeror must demonstrate an understanding of the scope of services to be provided and the ability to accomplish the tasks set forth. The offeror shall include information that will enable the City to determine the Offeror's overall qualifications. The City reserves the right to request additional information or clarification on any matter included in the proposal response, to enable the City to arrive at the final award decision.

The City reserves the right to reject any or all proposals or to make no award. The City also reserves the right to require modifications follow-up with requests for additional information, including, but not limited to, follow-up interviews. The City may request Best and Final offers based upon improved understanding of the offers or changed Scope of Service. The City will negotiate with that vendor to determine the final pricing and contact form. Because this proposal is negotiable, all pricing data will remain confidential until after the award is made, and there will be no public opening and reading of proposals.

Award

When the Review Panel has completed its work, City staff will then recommend consultant(s) to the City Manager and City Council for approval. The services provided by the successful bidder(s) shall be governed by a Standard Services Agreement (Attachment 2).

Attachments

- ATTACHMENT 1: Insurance Requirements**
- ATTACHMENT 2: Standard Contract**
- ATTACHMENT 3: Sanctuary City Compliance Statement**
- ATTACHMENT 4: Sanctuary City Contracting Ordinance**
- ATTACHMENT 5: Disclosure Statement of Limited Liability Companies Form**