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## Waste Management's overbilling mess costs Tampa \$300,000

BY KEVIN WIATROWSKI

Tribune staff

Published: June 2, 2013

**TAMPA** - The city's solid waste division lost almost \$300,000 trying to straighten out overbilling by Waste Management Inc. under a five-year contract for hauling commercial trash, according to a city investigation.

The overbilling ultimately added nearly \$1.5 million to the cost of the \$8.8 million Waste Management contract between July 2008 and the end of 2012.

The city hired Waste Management to serve 2,350 customers, accounting for about 40 percent of the city's commercial trash. The contract covered the northwest part of Tampa.

That contract expired at the end of 2012, but the investigation of the overbilling was still going on. City officials extended Waste Management's contract through the end of June to guarantee auditors time to sort through the financial mess.

City officials said in February that they had reached a deal with Waste Management to repay \$1.2 million of the overbilling. That left about \$271,000 unaccounted for, according to an internal audit finalized last month.

The audit of the overbilling wrapped up in March. Mayor Bob Buckhorn signed it May 10. It goes to Tampa City Council for review Thursday.

Among the audit's findings:

Waste Management failed to keep accurate records as commercial clients came and went over the years. Those errors are at the root of the \$1.5 million in overbilling, despite city efforts to catch and correct them.

Information was missing or inaccurate in nearly 400 accounts, including problems with the bin size, bin amount or pickup schedule for 159 customers.

City officials gave Waste Management rate increases four out of five years, despite the company's failure to meet deadlines for requesting those increases and despite its possible reliance on an inflation calculator the city hadn't agreed upon. Those increases should have been reviewed by the city's Purchasing Department but weren't.

In 2010, the city paid Waste Management \$108,409 in retroactive rate adjustments even though the company had missed the 60-day window to request them.

"Under the terms of the agreement, Solid Waste was not obligated to adjust the rates or make the retroactive payment," auditors noted.

This week, Tonja Brickhouse, the solid waste director, said no one was disciplined for involvement in the overbilling.

The employee who oversaw the early years of the Waste Management contract, division budget analyst Robert Blanco, retired March 6, 2009, after 33 years with the city.

The errors were found when the Waste Management contract was given to another staff member as part of budget-driven restructuring, Brickhouse said. That's when she requested an audit.

That staffer, analyst Wanda Shay, spent about 30 percent of her time finding and fixing the mistakes in Waste Management's billing, the auditors said.

But any mistakes made before Shay took over went uncorrected and continued to push the billing out of shape, auditors said.

Under the contract with Waste Management, the city billed its commercial trash customers for the private hauler's work. Waste Management billed the city based on the previous month's haul, which was adjusted up or down based on new or closed accounts.

The problem was Waste Management did a poor job of tracking those comings and goings. In some cases, new customers were added but old ones weren't removed, resulting in double-billing, the auditors wrote.

Brickhouse said the company sometimes dealt directly with the customers without telling the city of the changes.

"They were pulling bins, replacing stuff and not letting the city know," Brickhouse said.

Auditors estimated that the overbilling amounted to nearly \$31,000 for August 2012 alone.

Brickhouse said the audit marks a turning point for her department.

The city's new commercial contract — this one with Republic Services of Florida — takes effect July 1. It calls for keeping records electronically and tracking each bin with electronic ID chips. It also lets the city bill Republic for time the city staff has to take to fix the hauler's mistakes.

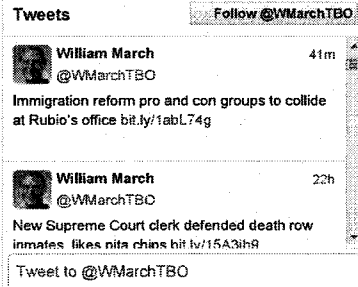
"This process brings order," Brickhouse said. "Everybody understands now what should happen and why it should happen."

**kwiatrowski@tampatrib.com**

**(813) 259-7871**

**Twitter: @kwiatrowskiTBO**

Residents rally against plans to build a big-box store  
Social service programs feeling sequestration cuts  
Internet sales tax splits Republican supporters



**To: Riverside County Board of Supervisors**

**From: SEIU 721 members in Riverside County Waste Management Department**

**RE: 16-2 Adoption of Resolution 2013-115**

**Date: July 2, 2013**

Good afternoon Honorable Marion Ashley, John Benoit, Kevin Jeffries, Jeff Stone and John Tavaglione,

Thank you for the opportunity to speak on behalf of my coworkers at Riverside County Waste Management Department. As workers, residents, taxpayers and voters of the Inland region, we are greatly concerned that Riverside County government officials are attempting to privatize the county-owned landfill system and sacrifice the jobs of hardworking people in the Riverside County Waste Management Department.

Not only are SEIU 721 member's jobs at stake, but so too are the quality public services we provide to residents.

We understand that during these difficult economic times local governments look for creative ways to generate revenue, but handing over control of our county's assets is not in the best interest of Riverside County residents. The workers at Riverside County Waste Management Department work extremely efficiently and by doing so control costs, provide services that reduce the burden on taxpayers and maintain transparent operations.

Private operators, however, will only work to maximize profits - not public services, not jobs and certainly not fair wages. Corporations are driven by one goal - to deliver profits to themselves and their shareholders. Privately operated landfills may mean an increase in tipping fees and a loss of local jobs for residents of Riverside County putting our fragile regional economy at risk. Do we really want to hand over local control of our landfills to large corporations?

Currently Riverside County has 32 inactive landfills. A private company has no economic incentive to properly maintain these inactive sites, as they represent only costs. Private operators will maximize profits and minimize the costs of maintaining inactive sites - opening the door to the financial and environmental risks associated with improper management of toxic materials. In contrast, Riverside County Waste Department prides itself on the ability to comply with the strict regulatory requirements for inactive sites to ensure that they are properly maintained and will continue to do so. Since we are not-for-profit agency, we invest in a sustainable and safe environment for the public.

Is the short-term benefit of handing over control of our landfills to a private corporation worth it? We don't think so.

Please - Don't be swayed by big business money.

Reject privatizing our landfills.

Our community and its residents come first.

We would like to offer petitions signed by an overwhelming majority (92%) of SEIU 721 members at Riverside County Waste Management Department stating that we oppose the solicitation of offers to privatize our Department and the County Landfill System. We hope that you will accept these petitions for consideration as you make your decisions regarding the privatization of county landfills.

Thank you for your time.

Sincerely,

**SEIU 721 members in Riverside County Waste Management Department**



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Print Name	SCOTT BRYANT	Signature	
CEID#	100243	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	Jeff Kukulka	Signature	
CEID#	211259	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	George Solorio	Signature	
CEID#	184059	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	Randy Marrs	Signature	
CEID#	222954	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	Abraham Castro Jr	Signature	
CEID#	15473	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	Tom Trogdon	Signature	
CEID#	91035	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name	<del>Alfred Garcia</del>	Signature	
CEID#	150591	Personal Email	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

PAUL SPENCER			
Print Name		Signature	
229051	pspencer38@hotmail.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

NORISA ABELHA			
Print Name		Signature	
225513	NABELHAS@gmail.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

BENJAMIN MAH			
Print Name		Signature	
156685	bmah13@hotmail.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

EDWARD WEE ENG			
Print Name		Signature	
194458	dragonwee@yahoo.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Rebecca Contain'		Rebecca Contain'	
Print Name		Signature	
140416	5ky Carr sept 40 yk too	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

KEVIN JOYCE		Kevin Joyce	
Print Name		Signature	
148111	Joycecrew@MEN.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

KEVIN S. RHODES		Kevin S. Rhodes	
Print Name		Signature	
203271		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Michael W. McKinley		Michael W. McKinley	
Print Name		Signature	
159628		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

JEFF L. GOW	
Print Name	Signature
212909	jeffgow@yahoo.com
CEID#	Personal Email
<input checked="" type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors. ONCE A DECISION TO PRIVATIZE HAS BEEN DETERMINED	

JESSICA D NGUYEN	
Print Name	Signature
206140	dn072000@yahoo.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

EDUARDO CASTELLANOS, P.E.	
Print Name	Signature
208480	ED_CASTELLANOS@HOTMAIL.COM
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Manuel J. Ruiz, P.E.	
Print Name	Signature
223584	mjrui276@yahoo.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Sarah Watrous, P.E.	
Print Name	Signature
214804	SWWatrous@gmail.com
CEID#	Personal Email
<input checked="" type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Brian Hawkinson, E.I.T.	
Print Name	Signature
219421	bhawko01@gmail.com
CEID#	Personal Email
<input checked="" type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Noah Rau, P.E.	
Print Name	Signature
154465	Nmarau@msn.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Arjanette Billis	
Print Name	Signature
170959	Arjanette27@gmail.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Steven R. Sigmon	
Print Name	Signature
181619	ssigmon01@hotmail.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Margaret R. Herrero	
Print Name	Signature
819518	margaretr-h@yahoo.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

David Johnson	
Print Name	Signature
176257	rigmarol@verizon.net
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Gene Brecht	
Print Name	Signature
179359	g+brecht1@charter.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Shenn Sellers	
Print Name	Signature
131015	ashaman112@gmail.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Melissa Etter	
Print Name	Signature
215514	Melissa.Dawn625@gmail.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Deanna Kimsey	Deanna Kimsey
Print Name	Signature
202333	deanna.kimsey@yahoo.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

John Farrar	John J. Farrar
Print Name	Signature
213627	jfarrar22@hotmail.com
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Kurt Vandusen	Kurt V.D.
Print Name	Signature
217523	KURT-VANDUSEN@FALLOO.COM
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

NIMROD GARAY	N. Garay
Print Name	Signature
150951	
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Print Name	Signature
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Print Name	Signature
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	

Print Name	Signature
CEID#	Personal Email
<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.	



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

ARTHUR FUENTES			
Print Name		Signature	
117852	mehudospetic@aol.com	<input checked="" type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

VIDAL T. EVANS			
Print Name		Signature	
25614	tim92508@hotmail.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

TODD D. SHIBATA			
Print Name		Signature	
221470	toddshibata@outlook.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Denise SQUIRES			
Print Name		Signature	
184808	denisesquires@bqmail.com	<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		

Print Name		Signature	
		<input type="checkbox"/>	Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email		



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Elizabeth Thompson	<i>Elizabeth Thompson</i>
Print Name	Signature
215375	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
lisaprado@lvr.com	

Emily Chau	<i>Emily</i>
Print Name	Signature
215777	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
emilychau99@yahoo.com	

Janet Moreland	<i>Janet L Moreland</i>
Print Name	Signature
134229	<input checked="" type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
janetmoreland@yahoo.com	

Kathleen Utter	<i>Kathleen Utter</i>
Print Name	Signature
1165508	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
kcutter@verizon.net	

Sung Key Ma	<i>Sung Key Ma</i>
Print Name	Signature
156153	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email

GEORGE J. PODOLSKY	<i>G. J. Podolsky</i>
Print Name	Signature
207639	<input checked="" type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
GPOD25@G.MAIL.COM	

PANDA WORKMAN	<i>Panda Workman</i>
Print Name	Signature
171894	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.
CEID#	Personal Email
Steelepanda88@yahoo.com	



# Petition of Opposition



We, the undersigned members of SEIU 721, employees of the Riverside County Waste Management Department, oppose the solicitation of offers to privatize our Department and the County Landfill System.

Print Name <u>Clay Carrier</u>		Signature <u>[Signature]</u>
CEID# <u>223850</u>	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

Print Name _____		Signature _____
CEID# _____	Personal Email _____	<input type="checkbox"/> Yes, I want to discuss this with the Board of Supervisors.

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



1-0

9:00 a.m. being the time set for a workshop from Waste Management Regarding Adoption of Resolution 2013-115, Authorizing the Issuance of a Request for Qualifications (RFQ) for the Riverside County Solid Waste System Landfills; Approval of the RFQ; Approval of the Award of a Sole Source Contract for Phase 1 of the process to Nossaman LLP for legal services; Approval of an award of a Sole Source contract to HF&H Consultants, LLC to assist in the analysis of responses received; and Receive and File of the responses to tasks/questions raised in item 16-3 of February 26, 2013.

On motion of Supervisor Ashley, seconded by Supervisor Stone and duly carried, IT WAS ORDERED that the above matter is continued to Tuesday, July 2, 2013 at 1:30 p.m., IT WAS FURTHER ORDERED to incorporate staff and Supervisors recommendations in the Request for Qualifications (RFQ) as follows: to include the lease be at least 25 years; A better proposal to ensure maintenance on closed sites and explanation of unfunded liabilities; Look for creativity from potential landfills; and look at providers to make sure they are running efficiently.

Roll Call:

Ayes: Jeffries, Stone, Benoit and Ashley  
Nays: None  
Absent: Tavaglione

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on June 3, 2013 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors  
Dated: June 3, 2013  
Kecia Harper-Ihem, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

By: [Signature] Deputy

AGENDA NO.  
1-0

xc: Waste, CQB

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

762



FROM: Waste Management Department

SUBMITTAL DATE:  
May 22, 2013

SUBJECT: Adopt Resolution No. 2013-115, Authorizing the Issuance of a Request for Qualifications (RFQ) for the Riverside County Solid Waste System Landfills

RECOMMENDED MOTION: That the Board:

1. Adopt Resolution No. 2013-115, authorizing the issuance of a Request for Qualifications (RFQ) in connection with the possible lease of the Riverside County Solid Waste System Landfills; declaring its intention to consider the lease of such solid waste assets and setting a time for a meeting to receive responses; making certain findings; and
2. Approve the attached RFQ and Authorize the General Manager-Chief Engineer to issue said RFQ; and
3. Approve award of a sole source contract for Phase 1 of the process (RFQ) to Nossaman LLP for legal services in the amount of \$200,000 (plus expenses) as special outside counsel (overall legal costs to consummate any final transaction are estimated at \$1.5-2.0 million); approve the waiver of potential conflict of interest (as stated in the Agreement); authorize the Purchasing Agent to approve amendments that do not change the substantive terms of the agreement as approved by County Counsel; and authorize the Chairman to sign the Agreement; and

(continued)

*[Signature]*

Hans Kernkamp, General Manager-Chief Engineer

FINANCIAL  
DATA

Current F.Y. Total Cost: \$250,000  
Current F.Y. Net County Cost: \$ 0  
Annual Net County Cost: \$ NA

In Current Year Budget: No  
Budget Adjustment: No  
For Fiscal Year: FY12/13

SOURCE OF FUNDS:

Positions To Be  
Deleted Per A-30 ☐

Requires 4/5 Vote ☐

C.E.O. RECOMMENDATION:

APPROVE

BY:

*[Signature]*

Alex Gann

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL

Purchasing: *[Signature]*  
Mark Seiler, Assistant Director

DATE

Departmental Concurrence

Policy

☒

Consent

☐

Policy

☒

Consent

☐

Dept't Recomm.:

Per Exec. Ofc.:

2013 MAY 28 PM 5:30

CLERK OF THE BOARD OF SUPERVISORS  
RIVERSIDE COUNTY

Prev. Agn. Ref.: 16.2 (2/16/13)

District: All

Agenda Number:

ATTACHMENTS FILED

WITH THE CLERK OF THE BOARD

1-0

RECEIVED RIVERSIDE COUNTY  
CLERK / BOARD OF SUPERVISORS  
2013 MAY 28 PM 2:30

RCED MAY22/13 PM 3:54



**RECOMMENDED MOTION: (cont.)**

4. Approve award of a sole source contract to HF&H Consultants, LLC in the amount of \$50,000 to assist in the analysis of responses received; and authorize the Purchasing Agent to sign the Agreement; and
5. Receive and file the attached responses to tasks/questions raised in Item 16.3 of the February 26, 2013, Board meeting.

**BACKGROUND:** On February 26, 2013, the Board directed staff to answer questions and issue an RFQ within 90 days. The draft RFQ (key concepts are summarized in Attachment A) and the response to questions (Attachment B) are included as part of this package. In addition, the Board directed staff to hire specialized consultants to assist with the RFQ process. Two consultants have already been hired, Nossaman LLP (legal counsel) and HF&H (solid waste consultants) within staff's limits of \$25,000 each, and participated in the preparation of the draft RFQ before the Board today. In today's item, staff is recommending that larger sole source agreements with Nossaman LLP and HF&H, LLC be entered into to facilitate the ensuing RFQ process, if the draft RFQ is approved by the Board today.

County Counsel and the Executive Office agree that experienced special outside counsel must be retained for this sensitive and complex process. Corey Boock of Nossaman LLP is the only attorney in California who has guided a county through this type of highly complex landfills transaction. He organized and led similar processes for San Diego and Sonoma counties, the only counties which have undertaken such an effort. Nossaman regularly works for a number of large public agencies in Southern California. Mr. Boock's specialty is acting as outside counsel for public agencies on infrastructure-type projects throughout the country, including the Riverside County Transportation Commission (RCTC) locally. The County does not have the legal expertise or resources necessary to carry out this type of transaction. If this project moves forward, the Nossaman firm does have this expertise and the necessary resources and would be a critical part of the County's team. Price reasonableness: The rates for Mr. Boock and the other Nossaman attorneys who would be involved, including required real estate attorneys, are comparable to rates of other attorneys who work on highly complex large transactions, including the work Nossaman does for RCTC.

Counsel has advised that under Government Code 25515, et seq (which governs here) there are multiple statutory and procedural requirements that have to occur in connection with the RFQ and the general process (e.g., the advertising and the surplus land process). The first step in the process is for the Board to adopt a resolution declaring its intent. The surplus land process need not be done to issue the RFQ, but needs to be done relatively early in the process and requires compliance with the Government Code surplus process which includes offering the facilities for low income housing, parks, schools etc. Upon adoption of the resolution present today, staff will diligently move forward with those steps, as advised by special outside counsel (Nossaman LLP).

The Project (issuance of RFQ) has been reviewed and determined to be exempt from CEQA under CEQA Guidelines Section 15061(b)(3) and 15306, Class 6 – Information Collection. The issuance of the RFQ is for information gathering purposes only. Furthermore, it can be seen with certainty that there is no possibility that issuing the RFQ would have a significant effect on the environment; therefore, the activity is not subject to CEQA.

Upon approval of today's items, the direct costs for outside consultants to date with the system study endeavor will be \$593,844.

# **ATTACHMENT A**

## **Significant Scope Concepts of Landfill System Request for Qualifications (RFQ)**

As directed by the Board on February 26, 2013, staff has developed the Landfill System RFQ with the following key concepts:

- The RFQ is structured as a lease offering with a tentative term of 10 years (for comparison purposes), as staff believes that the Board was clear that a sale of assets is not desired.
- The RFQ includes all active, inactive and closed landfills owned, operated, monitored, or maintained by the County.
- The RFQ includes language that County intends to transfer all liability to Proposers for active, inactive and closed landfills either owned, operated, monitored, or maintained by the County.
- The RFQ asks proposers to submit a Statement of Qualifications (SOQ) and provide non-binding financial offers. Proposers will be evaluated only on their qualifications and approach.
- Since landfill capacity will not be exhausted during the presumed term of the RFQ (10 years), the RFQ assumes that County will be responsible for future expansion of the Landfills.
- The RFQ indicates that Closure, Post-Closure and Corrective Action funds will remain with the County and that a per-ton contribution from the successful Proposer will be required to properly fund the current unfunded liabilities. However, Corrective Action funds can be accessed by the Proposer if a formal regulatory action prompts such a need.
- The RFQ includes language that the existing rate structure (gate fee rate) must be maintained (only annual Consumer Price Index adjustments allowed).
- The RFQ includes language that all existing levels of service shall be maintained or exceeded (for example, all existing landfill days and hours of operation at a minimum must be maintained). The RFQ contemplates that the County will continue to collect the gate fee revenue, but provide that revenue to the successful Proposer. The successful Proposer will then remit to the County the following: A one-time lump sum payment for the General Fund, a one-time lump sum payment for equipment, a per-ton payment for fixed pass-throughs, an annual lump sum payment for retained County services, and an annual lump sum lease payment to the General Fund.
- The tentative schedule would have responses by July 29, 2013.

## **ATTACHMENT B**

### **Responses to Board of Supervisors' Tasks/Questions on February 26, 2013 - Item 16.3**

**BOS Task #1: Identify all active and closed landfills in the county.**

The attached map entitled "Riverside County Solid Waste System" provides this information.

**BOS Task #2: Determine the actual annual costs spent on maintaining all closed landfills over the past three years.**

The HF&H study identified those costs to be \$4.1 million for FY 10/11. Staff recently reviewed those costs from the County's OASIS system and determined that for FY 11/12 the cost was still \$4.1 million and that costs for FY 9/10 would be similar.

**BOS Task #3: Quantify what the county generates in net revenue from the El Sobrante Landfill after payment to USA Waste Services as required under the Second Amendment.**

For FY 12/13 County staff anticipates collecting \$19.4 M in gate fee revenue at the El Sobrante. Of that amount, \$13.4 M will be paid to Waste Management Inc. (the owner/operator of the El Sobrante Landfill) for costs associated with in-county waste disposal. Of the remaining \$6.0 M, \$2.1 M are pass-throughs (State Fees, Open Space, Code Enforcement, Environmental Health). In addition, County costs directly related to El Sobrante operation (Gate Fee, Waste Inspection, Contract Administration) total \$1.0 M. This leaves an estimated \$2.9 million annually to support system-wide programs, costs and liabilities.

**BOS Task #4: Quantify the revenue generated by the other county operated landfills and how the respective enterprise funds can be spent.**

During the workshop on February 26, 2013 (item 16.2) just prior to item 16.3, staff reported that the enterprise fund generates/contributes/offsets approximately \$6.4 million for the General Fund. Staff also indicated a legal opinion allows for a return on investment for land originally obtained by the General Fund and now utilized by the Enterprise Fund. A properly structured internal lease or MOU could generate additional General Fund contributions from the Enterprise Fund of up to \$15.4 million and an ongoing payment of \$1 million. Subsequent legal clarification indicates that only 3-4 years of back rent may be allowed, which would reduce the one-time \$15.4 million amount to approximately \$3-4 million. On March 19, 2013, the Board directed staff to hire a qualified appraiser to provide a valuation of all active and inactive landfill property (originally obtained by the General Fund) in order to establish a rental value. A Request for Proposals was issued by the Economic Development Agency for appraiser services and responses were due on May 9, 2013. It is anticipated that staff will return to the Board to present the results of this effort by July 1, 2013. Another mechanism to utilize Enterprise Funds is through internal borrowing. As presented in the workshop, loans can be made from the Enterprise Fund provided a well-secured and reliable repayment mechanism is identified.

**BOS Task #5: Analyze if a private company were to manage the existing landfills and maintain the closed landfills, what would be the approximate amount of GENERAL FUND REVENUE that could be collected annually with the domestic trash disposal and potential importation of trash from other counties. (Understanding that at a minimum, the county would receive the same tipping fees as collected at the El Sobrante Landfill).**

Staff believes that if a private company were to manage the active county owned landfills that no additional general fund revenue could be collected annually. Staff bases this conclusion on the current higher cost of operating and maintaining the El Sobrante Landfill (owned and operated by WMI, a private company) as compared to County owned landfills. Specifically, the County, under contract, is required to pay WMI \$20.37/ton as compared to the \$16.63/ton at County owned and

operated landfills. This is especially significant since the El Sobrante Landfill should be operated at lower costs than County landfills simply by virtue of the significant economies of scale that exist due to high importation tonnage numbers. In addition, WMI is not responsible for 32 inactive landfills and does not run any County-wide programs such as illegal dumping retrieval and household hazardous waste collection programs, the costs of which are all supported by the Enterprise Fund.

**BOS Task #6: Prepare and release a Request for Qualifications for a firm that can operate existing landfills for both domestic and imported trash, and manage the closed landfills within 90 days of approval of this motion. Quantify the revenue that could be generated, as a result, for the general fund use, versus money going into an enterprise fund.**

Attached to this item is the requested RFQ/LOI for the Board's approval. Until the responses are received back to this solicitation, staff is unable to quantify the revenue that can be generated from this endeavor to the General Fund.

**BOS Task #7: Analyze the potential pension savings, over time, based on existing employee count.**

In any potential system lease, savings generated (whether through pension, operational efficiencies, economies of scale, etc.) would be reflected in the vendor's proposal.

**BOS Task #8 (Amendments by Supervisor Jeffries): Evaluate potential impacts of a single operator/company being selected as the operator of all the landfills and whether that might:**

- **Harm the ability of other authorized waste haulers to remain competitive in Riverside County.**

Staff believes that there is the potential for a single operator/company of all the landfills to harm other authorized haulers as follows: 1) A single operator/company may introduce differential pricing within the system, requiring other authorized waste haulers to pay more in certain "waste sheds"; 2) The single operator/company might be able to use the landfills to subsidize future hauling bids thereby unbalancing the current competitive market; 3) The single operator/company could use their dominant position as a marketing strategy to influence other in-county jurisdictions to contract with them; 4) The single operator/company could preferentially treat their vehicles at the landfills.

Staff bases these conclusions on its current understanding of the waste system and discussions with other authorized waste haulers.

- **Adversely affect rates to residents and businesses in Riverside County.**  
Staff believes that there is a high likelihood that rates to residents and businesses in Riverside County will be affected unless there are significant protections built into a lease arrangement that guarantee rate stability. Significant documented rate increases have occurred in similar public to private transactions. See response to BOS Task #10 below (San Diego County).
- **Create a monopoly that might trigger an anti-trust investigation by state or federal regulatory agencies.**  
Staff believes that there is the potential that an anti-trust investigation could occur by regulatory agencies, due to monopoly concerns in the event a single operator/company is selected to lease all of the County's landfills. This is particularly likely if that operator already controls one of the three regional landfills in Riverside County (El Sobrante – WMI).
- **Result in the closure of existing privately owned/operated Material Recovery Facilities and/or Transfer Stations.**  
Staff believes that the potential exists for a single operator/company of all of the landfills to direct waste away from other authorized haulers privately operated transfer stations. This would have to be carefully and thoughtfully considered throughout any lease RFP process/phase and any subsequent negotiation phase (if authorized).



**BOS Task #9 (Amendments by Supervisor Jeffries): Consider the potential effects of the closure of one or more landfills in the county, especially as related to additional travel costs for waste haulers and residents.**

Staff believes that there is the potential for the closure of one or more landfills in the county if the lease process doesn't reliably and contractually limit such occurrence. The impacts of such a closure could result in tonnage shifts to the El Sobrante Landfill, where the County's contractual cost to bury waste is more expensive than at its own facilities, increased vehicle miles traveled and reduced customer service.

**BOS Task #10 (Amendments by Supervisor Jeffries): Review successes and failures of similar landfill privatization efforts in other California counties.**

Highlighted below are the results of the **San Diego County** waste system privatization effort:

- System sold in 1997 for \$160 million (\$184 million when including \$24 million in release of reserves/capital expenditures) and the General Fund netted \$59 million.
- Regulatory agencies played significant role in requiring \$101 million set aside for "Environmental Trust Fund" when County decided to keep 25 inactive and closed landfills and their associated long term liability. Due to potential insolvency of the fund, which was intended to be "non-wasting", transfers of General Fund monies were necessary (\$9 million in FY 09 and \$4 million in FY10).
- A significant driver in the privatization effort was that the solid waste system, through a recently construction recycling facility, was costing the General Fund \$24 million/year in debt.
- The County was provided with a \$2.35/ton fee for other services retained (such as Household Hazardous Waste Collection "HHWC", franchise area administration and AB939 recycling programs). However, no CPI was provided for this amount and requests for increased services resulted in General Funding of an additional \$200-\$300K per year for HHWC.
- Although 10 rural bin sites were operated by Allied (now Republic) for two years, they are now all closed and residents in those areas are told that they may subscribe to hauler for \$100-\$200/month. No funding is available to reopen the sites.
- Non-contract tipping fee increased from \$34.00/ton to \$68.75/ton.

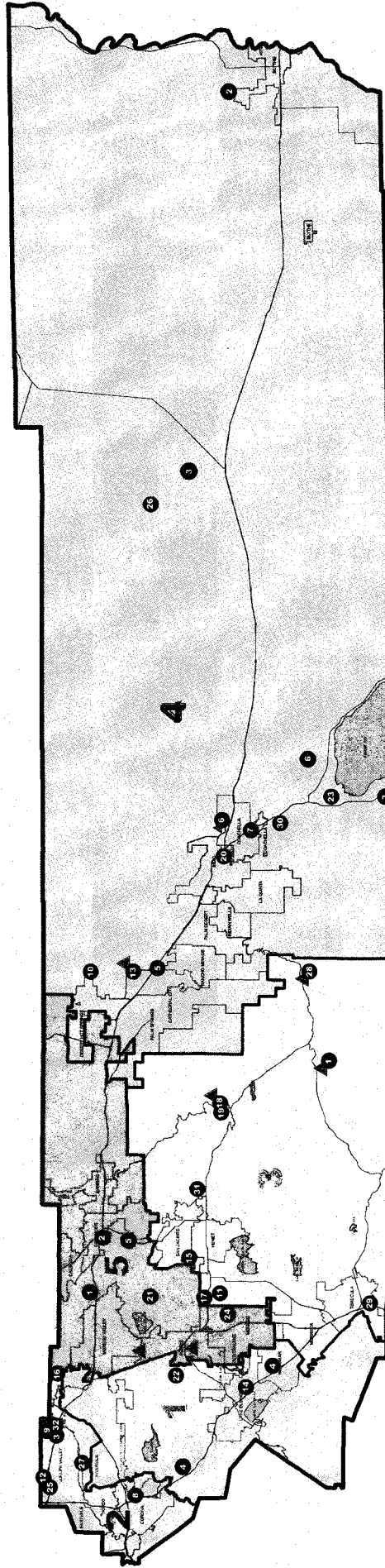
Highlighted below are the results of the **Sonoma County** waste system privatization effort:

- In 2005, the Sonoma County Department of Transportation and Public Works (SCDTPW) hired a consultant, Brown Vence and Associates (BVA), to assess an array of short-term and long-term alternatives for management of Sonoma County's waste.
- The study resulted in 13 "integrated system scenarios", utilized rankings to narrow the scenarios for economic analysis to four final integrated system scenarios, conducted a 20-year economic pro forma analysis on each of the four final scenarios, and performed a sensitivity analyses assuming 20% and 50% reductions in Sonoma County tonnages on the final four scenarios.
- The summary analysis recommended that if 80% system participation by jurisdictions and RWQCB approval could not be obtained to provide system/rate stability, to further consider out-of-county hauling or potential sale of the landfill. Sonoma County began a divestiture process in January of 2006 after Board consideration of the BVA report.
- On November 7, 2007, the County issued a Request for Qualifications for Divestiture.
- On January 8, 2008, the County received Statements of Qualification ("SOQs").
- On June 11, 2008, the County issued an RFP to proposers shortlisted based on evaluation of the SOQs. At that time, the target date for contract award was in Fall of 2008.
- The final Purchase and Sale Agreement resulted in Republic agreeing to purchase the Central landfill and three transfer stations, leasing the two remaining transfer stations for

75 years, and committing the County to deliver its waste for 20 years if Republic could reopen the Central landfill for the initial purchase price of \$1.

- Ultimately, due to the long negotiating period and subsequent Board hearings/workshops, the proposed award was rejected by a 3/5 vote on October 6, 2009 (4/5 was required under government code 25515), instead deciding to reopen an existing inactive County landfill to take advantage of unused permitted capacity and pursue additional permitted capacity with the applicable regulatory bodies. A major reason cited for the rejection by the Board was stakeholders (primarily cities) coming before the Board, faulting the County for closed door meetings and a process that assumed any outreach would happen after the divestiture was approved.
- The County then decided to "re-activate" their one landfill (Central Landfill) through a two-year agreement with Republic, as it had been closed until September 1, 2010 due to Water Board concerns. They also own five Transfer Stations, four of which are operated under contract with West Sonoma County Disposal and one that is operated by County staff (the one located on the Central Landfill). There are seven closed landfills owned by the County.
- **On April 23, 2013 the County considered a 20 year agreement with Republic for the expansion of the Central Landfill, construction of a MRF, and the operation of five current transfer stations. In a phone conversation with their public works director on April 29, 2013 and subsequent review of an independent financial analysis, staff has learned the following:**
  - The County receives no General Fund revenue as part of the agreement;
  - The County retained the existing Closure escrow fund for the Central Landfill;
  - The County receives a "concession payment" of \$10/ton for the ongoing maintenance and liabilities at seven inactive landfills that are to remain with the County;
  - The seven inactive landfills have an estimated long term liability of \$90 million;
  - The current tipping fee is \$112/ton.

# Riverside County Solid Waste System



## Active Sanitary Landfills

- 1 Badlands
- 2 Blythe
- 3 Desert Center
- 4 El Sobrante
- 5 Lamb Canyon
- 6 Mecca II
- 7 Oasis

## Inactive Sanitary Landfills

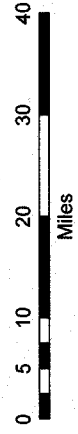
- 1 Anza
- 2 Beaumont
- 3 Belltown
- 4 Bundy Canyon
- 5 Cathedral City
- 6 Coachella
- 7 Coachella (Old)
- 8 Corona
- 9 Crestmore
- 10 Desert Hot Springs
- 11 Double Butte
- 12 East County Line
- 13 Edom Hill
- 14 Elsinore
- 15 Hemet
- 16 Highgrove
- 17 Homeland
- 18 Idyllwild
- 19 Old Idyllwild
- 20 Indio
- 21 Lakeview
- 22 Mead Valley
- 23 Mecca I
- 24 Menifee
- 25 Mira Loma
- 26 Old Eagle Mountain
- 27 Pedley
- 28 Pinon Flats
- 29 Temecula
- 30 Thermal
- 31 Valle Vista
- 32 West Riverside

## Transfer/Material Recovery/Collection Centers

- 1 Anza Transfer Station
- 2 Coachella Transfer Station
- 3 Edom Hill Transfer Station
- 4 Idyllwild Transfer Station
- 5 Moreno Valley Transfer Station/Material Recovery Facility
- 6 Perris Transfer Station/Material Recovery Facility
- 7 Pinon Flats Collection Center
- 8 Robert A. Nelson Transfer Station/Material Recovery Facility

## MAP LEGEND:

- Riv. Co. Boundary
- Highways
- Supervisorial Districts
- Water Body
- City Boundary



RESOLUTION NO. 2013-115

A RESOLUTION OF THE COUNTY OF RIVERSIDE, CALIFORNIA AUTHORIZING ISSUANCE OF A REQUEST FOR QUALIFICATIONS IN CONNECTION WITH THE POSSIBLE LEASE INVOLVING SIX LANDFILLS AND OTHER SOLID WASTE ASSETS; DECLARING ITS INTENTION TO CONSIDER PROPOSALS FOR THE LEASE OF SUCH SOLID WASTE ASSETS AND SETTING A TIME FOR A MEETING TO RECEIVE PROPOSALS; MAKING CERTAIN FINDINGS; GIVING DIRECTION TO STAFF; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, the County of Riverside currently owns the active and closed/inactive landfills described on Attachment A (the landfill and such other related solid waste system assets are collectively referred to herein as the "Solid Waste Assets"); and

WHEREAS, the Solid Waste Assets, and the sites thereof, are intended for development as commercial/industrial solid waste facilities;

WHEREAS, the County is authorized to undertake the lease, sale, development and/or operation of the Solid Waste Assets pursuant to Government Code sections 25515 through 25515.5; and

WHEREAS, the Board of Supervisors at a special meeting on June 3, 2013 directed staff to initiate a competitive procurement process for the lease of the Solid Waste Assets as is authorized pursuant to Government Code sections 25515 through 25515.5; and

UNSET  
5/22/13  
DATE

2 RESOLUTION NO. 2013-115

3  
4 A RESOLUTION OF THE COUNTY OF RIVERSIDE,  
5 CALIFORNIA AUTHORIZING ISSUANCE OF A REQUEST  
6 FOR QUALIFICATIONS IN CONNECTION WITH THE  
7 POSSIBLE LEASE INVOLVING SIX LANDFILLS AND  
8 OTHER SOLID WASTE ASSETS; DECLARING ITS  
9 INTENTION TO CONSIDER PROPOSALS FOR THE  
10 LEASE OF SUCH SOLID WASTE ASSETS AND SETTING  
11 A TIME FOR A MEETING TO RECEIVE PROPOSALS;  
12 MAKING CERTAIN FINDINGS; GIVING DIRECTION TO  
13 STAFF; AND AUTHORIZING THE TAKING OF ALL  
14 OTHER ACTIONS NECESSARY TO THE  
15 CONSUMMATION OF THE TRANSACTIONS  
16 CONTEMPLATED BY THIS RESOLUTION.


17 WHEREAS, the County of Riverside currently owns the active and closed/inactive  
18 landfills described on Attachment A (the landfill and such other related solid waste system assets  
19 are collectively referred to herein as the "Solid Waste Assets"); and

20 WHEREAS, the Solid Waste Assets, and the sites thereof, are intended for development  
21 as commercial/industrial solid waste facilities;

22 WHEREAS, the County is authorized to undertake the lease, sale, development and/or  
23 operation of the Solid Waste Assets pursuant to Government Code sections 25515 through  
24 25515.5; and

25 WHEREAS, the Board of Supervisors at a special meeting on June 3, 2013 directed staff  
26 to initiate a competitive procurement process for the lease of the Solid Waste Assets as is  
27 authorized pursuant to Government Code sections 25515 through 25515.5; and

28 WHEREAS, it is anticipated that the completion of the procurement process for a  
29 potential transaction involving the Solid Waste Assets will involve: (i) issuance of a request for  
30 qualifications ("RFQ"); (ii) short-listing of the best qualified proposers; (iii) industry review  
31 process with the short-listed proposers; (iv) issuance of a request for proposals ("RFP"); (v)

FORM APPROVED BY COUNTY COUNSEL  
BY:  5/22/13  
DATE:   
NEAL R. KIRNIS

1 submittal of proposals; (vi) evaluation of proposals; (vii) environmental review and (viii) final  
2 contract negotiations (hereinafter collectively referred to as the "Procurement Process"); and

3 WHEREAS, an RFQ has been prepared for the Board's consideration and is the initial  
4 step of the Procurement Process; and

5 WHEREAS, the RFQ sets out the County's preliminary goals for the Procurement  
6 Process as follows: (i) Continue to provide reasonable disposal rates to the citizens of Riverside  
7 County; (ii) Continue to provide long-term rate stability to the citizens of Riverside County; (iii)  
8 Maximize the monetary return for a transaction involving the Solid Waste Assets; (iv) Reduce or  
9 eliminate the County's exposure for past, current and future environmental, operational and  
10 closure/post-closure liabilities related to the Solid Waste Assets; (v) Provide a location for solid  
11 waste disposal of the County's municipal solid waste stream while preserving the current rate  
12 structure, subject to indexed (e.g., CPI) escalation; (vi) Lease as is authorized pursuant to  
13 Government Code sections 25515 through 25515.5, through the Procurement Process, all of the  
14 Solid Waste Assets; (vii) Provide for an ongoing revenue stream to the County in connection  
15 with the Solid Waste Assets; and (viii) Assure that the Solid Waste Assets be operated in the  
16 future in an environmentally sound and safe manner consistent with applicable law and  
17 regulations; and

18 WHEREAS, responses received to the RFQ will assist the County in determining  
19 whether a transaction involving the Solid Waste Assets is feasible and consistent with the  
20 County's goals.

21 NOW THEREFORE BE IT RESOLVED THAT THIS BOARD OF SUPERVISORS FINDS,  
22 DETERMINES, DECLARES AND ORDERS AS FOLLOWS:

23 1 TRUTH OF RECITALS. The foregoing recitations are true and correct.

24 2. ISSUANCE OF RFQ. Staff shall release the RFQ by June 4, 2013 and shall post  
25 a copy of the RFQ on the Riverside County Purchasing website. Statements of Qualifications in

1 response to the RFQ shall be due on or before 2:00 p.m. on July 29, 2013, or at a later date as  
2 may be established by the issuance of an addendum to the RFQ.

3 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA"). The issuance  
4 of the RFQ does not commit the County to a particular course of action, but rather is a process  
5 that will help the County determine whether a transaction involving the Solid Waste Assets is  
6 feasible given the County goals articulated above. Thus, the issuance of the RFQ does not  
7 constitute a "project" under CEQA and is excluded from the requirements of CEQA pursuant to  
8 Sections 15004, 15262 and 15352 of Title 14 of the California Code of Regulations. The Board  
9 hereby directs staff to post a notice of exemption. In the event the County determines that a  
10 transaction involving the Solid Waste Assets is feasible and the structure for such transaction has  
11 been further defined, the County will undertake all necessary environmental review of the  
12 proposed project.

13 4. DECLARATION OF INTENT TO ACCEPT PROPOSALS. Pursuant to  
14 Government Code section 25515.2, the Board declares its intention to consider proposals for the  
15 lease of the Solid Waste Assets, and its intention that the Solid Waste Assets continue to be used  
16 in connection with commercial and industrial development, namely as solid waste facilities.  
17 Government Code Section 25515.2(f) requires that the resolution for declaring the Board's intent  
18 to accept proposals "shall fix a time not less than 60 days thereafter for a public meeting of the  
19 Board of Supervisors to be held at its regular place of meeting, at which meeting the Board of  
20 Supervisors shall receive all plans or proposals submitted." In compliance with such  
21 requirement, the Board hereby tentatively sets December 9, 2014 at 2:00 p.m. as the date the  
22 Board shall receive any plans or proposals submitted in accordance with the procedures set forth  
23 in the RFP stage of the Procurement Process. The Clerk of the Board is hereby authorized to  
24 publicly notice a change in the public hearing date for receiving proposals should the tentative  
25 date of December 9, 2014 needs to be changed.

1           5.       OTHER ACTIONS AUTHORIZED. The officers and employees of the County  
2 shall take all action necessary or reasonably required to carry out, give effect to and consummate  
3 the transactions contemplated hereby and to take all action necessary in conformity herewith.

4           6.       RESERVATION OF RIGHTS. The Board reserves all rights available to it under  
5 applicable law, including without limitation, with or without cause and with or without notice,  
6 the right to modify or discontinue the Procurement Process at any time.

7           7.       SEVERABILITY. If any section, paragraph, clause or provision of this  
8 Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or  
9 unenforceability of such section, paragraph, clause or provision shall not affect any of the  
10 remaining provisions of this Resolution.

11           8.       EFFECTIVE DATE. This Resolution shall be effective immediately upon its  
12 approval and adoption.

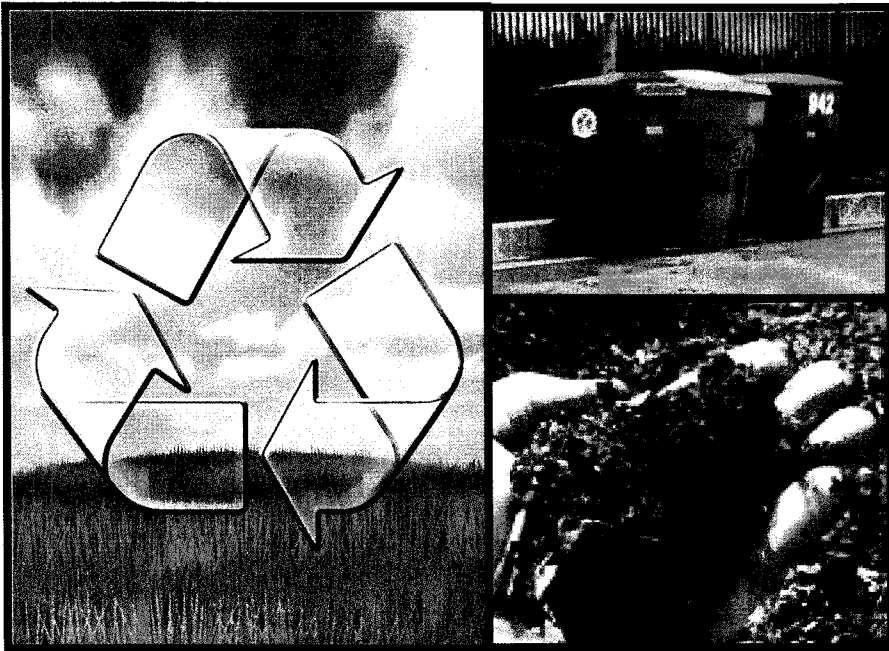


# ATTACHMENT A

NAME	ACREAGE	DATE OPENED	DATE CLOSED	LONGITUDE	LATITUDE
ANZA	52.25	1955	1999	-116.6257824	33.53692407
BADLANDS	1,168.32	1966	Open	-117.112173	33.94959505
BEAUMONT	10.68	1962	1970	-116.9979177	33.92914106
BELLTOWN	14.11	1956	1964	-117.3891723	34.01172901
BLYTHE	334.80	1958	Open	-114.6227213	33.70173331
BUNDY CANYON	83.88	Unknown	1953	-117.2607159	33.62993367
CATHEDRAL CITY	67.04	1955	1967	-116.4377217	33.83243365
COACHELLA	642.72	1972	1997	-116.1380135	33.72215729
CORONA	76.86	1951	1986	-117.5357156	33.86366807
CRESTMORE	5.37	1965	1972	-117.3846499	34.01333592
DESERT CENTER	161.77	1972	Open	-115.4075119	33.77607218
DESERT HOT SPRINGS	191.85	1955	1968	-116.4459805	33.95005064
DOUBLE BUTTE	577.94	1973	1994	-117.1097561	33.72143586
EAST COUNTY LINE	46.21	1956	1965	-117.4995866	34.02868142
EDOM HILL	435.20	1967	2004	-116.4343798	33.87981833
EL SOBRANTE	1,227.14	1986	Open	-117.4643679	33.79785071
ELSINORE	45.07	1953	1986	-117.3066308	33.67466811
HEMET	88.66	1958	1972	-117.0369433	33.77673466
HIGHGROVE	178.17	1947	1998	-117.2833494	34.00384889
HOMELAND	8.40	1948	1966	-117.1202159	33.74864714
IDYLLWILD	26.05	1967	1986	-116.7179164	33.72496505
INDIO (DA #18)	10.11	1953	1960	-116.2014125	33.72008364
LAKEVIEW	7.51	1951	1971	-117.1218084	33.84433969
LAMB CANYON	1,189.07	1970	Open	-117.00138	33.88318419
MEAD VALLEY	237.75	1974	1997	-117.2851471	33.79733224
MECCA 1	20.09	1950	1982	-116.0800333	33.53012352
MECCA 2	80.13	1982	Open	-116.0043719	33.57147869
MENIFEE	19.14	1948	1973	-117.1561313	33.70958821
MIRA LOMA	7.79	1947	1956	-117.5074225	34.02240286
OASIS	156.18	1972	Open	-116.0830135	33.43702597
OLD COACHELLA	17.16	1954	1960	-116.1503471	33.67033941
OLD EAGLE MOUNTAIN	32.92	1972	1976	-115.4753256	33.84210352
OLD IDYLLWILD BURN SITE	4.04	1950	1967	-116.7228245	33.72035547
PEDLEY	19.60	1932	1958	-117.4648814	33.96090135
PINON FLATS COLLECTION STATION	0.53	Unknown	1973	-116.4507436	33.57913195
TEMECULA	3.63	1955	1971	-117.1294727	33.46113855
THERMAL	29.28	1948	1972	-116.1362209	33.61838906
VALLE VISTA	26.06	1956	1957	-116.8943505	33.76279281
WEST RIVERSIDE	72.51	1965	1983	-117.3868393	34.00693828

DRAFT - June 3, 2013

# County of Riverside Request for Qualifications (RFQ) for the Lease of Solid Waste System Landfills



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## **GENERAL INFORMATION**

Through the issuance of this Request for Qualifications ("RFQ"), the County of Riverside, California is seeking Statements of Qualifications ("SOQ") from private entities ("Proposers") interested in leasing the County's solid waste system landfills.

This RFQ is issued pursuant to California Government Code Section 25115 et. seq.

Among other things, the SOQs shall include (1) a description of the Proposer's business organization and qualifications and (2) a statement of interest to lease the County's waste management assets, as described in Sections 4 and 5 respectively.

Copies of this RFQ may be obtained in person or by written request from:

Mr. Mark Seiler  
Assistant Director  
Riverside County Purchasing Department  
2980 Washington Street  
Riverside, California 92504  
E-mail: [MSeiler@co.riverside.ca.us](mailto:MSeiler@co.riverside.ca.us)  
Telephone: (951) 955-4937 Facsimile: (951) 955-4946

All questions regarding the RFQ must be submitted in writing to Mr. Seiler, as identified above.

**Prospective Proposers shall not contact other members of the County of Riverside management, staff, consultants or members of the Board of Supervisors in connection with this RFQ or any SOQ prepared in response thereto or submit questions orally. Unauthorized contact may result in disqualification.**

### **Opportunity**

The County desires to maximize the value of its solid waste system assets, to transfer obligations and liabilities of the system to a private party and other goals as detailed in Section 1.2. In order to achieve these goals, the County is interested in a lease of all active and inactive/closed landfills owned or operated by the County and the transfer of all associated past and future liabilities for the solid waste system (both known and unknown).

### **Non-Mandatory Pre-Submittal Meeting**

All prospective Proposers must attend a non-mandatory pre-submittal meeting on June 13, 2013 at 10:00 AM at 14310 Frederick Street, Moreno Valley, CA 92553. Proposers must R.S.V.P. by fax or e-mail to Mr. Seiler, at least two days prior to the meeting. Although this meeting is not mandatory, Proposers are encouraged to attend.

## **SOQ Submittal**

All SOQs must be received by 2:00 p.m. on July 29, 2013. SOQs received after this time and date may be rejected. Postmarks will not be accepted as proof of receipt. Proposers should mail, courier or hand deliver SOQ packages to:

Mr. Mark Seiler  
Assistant Director  
Riverside County Purchasing Department  
2980 Washington Street  
Riverside, California 92504  
E-mail: [MSeiler@co.riverside.ca.us](mailto:MSeiler@co.riverside.ca.us)  
Telephone: (951) 955-4937 Facsimile: (951) 955-4946

## **Register to Receive Future Correspondence and Announcements**

If a Proposer is interested in receiving future correspondence or announcements related to this RFQ process, please contact Mr. Mark Seiler (at the fax number and e-mail address above) and request that your name be placed on the list of interested parties. If a Proposer does not register as an interested party by June 13, 2013, future correspondence or announcements related to this RFQ may not be transmitted to such Proposer.

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The following Exhibits and Attachments are available online at:  
<http://www.rivcowm.org/opencms/PublicNotices/index.html#system>.

## EXHIBITS

- Exhibit 1 - Landfilled Tonnage Report for All Sites – Fiscal Year 2011-2012
- Exhibit 2 - Solid Waste Disposal Sites (List and Map)
- Exhibit 3 – SOQ Transmittal Letter (Form A)
- Exhibit 4 – Information Regarding Proposer, Equity Members and Other Non-Equity Members (Form B)
- Exhibit 5 - Anti-Collusion Affidavit (Form C)

## ATTACHMENTS

- 1) Master Leases for Transfer Stations and Agreement for Disposal of Solid Waste:**
  - (1) Edom Hill Transfer Station – Burrtec Waste Industries, Inc. ("Burrtec")
  - (2) Coachella Valley Transfer Station - Burrtec
  - (3) Robert A. Nelson Transfer Station - Agua Mansa MRF, LLC (Burrtec)
  - (4) Idyllwild & Pinyon Flats Transfer Station and Operations Agreement - Waste Management of Inland Empire ("WM")
  - (5) Anza Collection Center - WM
- 2) Agreement for Disposal of Waste – Other Transfer Stations**
  - (1) Moreno Valley Transfer Station – WM
  - (2) Perris Transfer/Material Recovery Facility – CR&R

## Request For Qualifications (RFQ) – County Solid Waste System

- (3) East Valley Transfer Station - Burrtec
- 3)** Operating costs of County solid waste system – FY 12/13 adopted budget
- 4)** HF&H Solid Waste System Study Report
- 5)** Listing of heavy equipment offered for sale
- 6)** Trip count (traffic) by vehicle type for each active landfill
- 7)** Copies of Permits for County landfills (SWFP, WDRs, SCAQMD, etc)
- 8)** As- built drawings by landfill
- 9)** Fill sequencing for Badlands and Lamb Canyon landfills (conceptual)
- 10)** Inactive site inspection logs
- 11)** Liner – construction drawings and specifications for each landfill
- 12)** Most recent JTD by landfill
- 13)** Employee labor agreements
- 14)** Riverside County Waste Management Department – Organization Chart
- 15)** CEQA Documents for each landfill
- 16)** Copies of any contract with outside firms for services, such as the power purchase agreement with Southern California Edison and landfill gas operations and maintenance agreement with SCS Energy, Leases with Model Flyer Clubs, etc.
- 17)** Groundwater Monitoring Reports
- 18)** Air/Gas Monitoring Reports
- 19)** Closure plans by landfill
- 20)** GASB 2012

## SECTION 1: INTRODUCTION

On February 26, 2013, the Riverside County Board of Supervisors directed staff to issue an RFQ for the lease of the County's solid waste system with the following primary goals:

- 1) The lease transaction must include all active, inactive and closed landfills owned, operated, monitored, or maintained by the County;
- 2) The lease transaction must convey all liabilities for active, inactive and closed landfills either owned, operated, monitored, or maintained by the County;
- 3) The existing rate structure (gate fee rate) must be maintained (only annual Consumer Price Index adjustments allowed) for a period of 10 years;
- 4) All existing levels of service shall be maintained or exceeded (for example, all existing landfill days and hours of operation at a minimum must be maintained).

The County of Riverside, California (the "County") either owns, operates and/or maintains six (6) active landfills and thirty-two (32) inactive/closed landfills (individually, a "Landfill" and collectively, "Landfills"). A more detailed description of most of the Landfills is provided in each landfill's respective permit document and Joint Technical Document (JTD). The County is considering leasing its Landfills and transferring certain rights, operations, obligations and liabilities to a private entity ("Transaction").

The County's active Landfills are Class III landfills. The County received approximately 1 million tons of in-County municipal solid waste for disposal at the Landfills in FY 2011/12 and recently entered into a month-to-month agreement with Burrtec Waste to import up to 400 tons per day from the City of San Bernardino's East Valley Transfer Station (Exhibit 1). The current permitted capacity results in a projected closure date of active Landfills in 2025; however, the currently active Landfills have potential for expansion. The two (2) primary landfills, Badlands and Lamb Canyon, are centrally located in unincorporated areas of Riverside County near the cities of Moreno Valley and Beaumont, respectively. The other active landfills are smaller and located in less developed areas of Riverside County. The active landfills are shown in Table 1.

**Table 1: Listing of Six Active Permitted Landfills in  
Riverside California – Owned/Operated by the County**

Name	Location (Adjacent to the city of)	Permitted Tons per Day	Average Tons per Day (FY 11/12)	Permitted Capacity <sup>(1)</sup> (Cubic Yards)	Capacity in Tons	Remaining Capacity in Tons <sup>(2)</sup>
Badlands Sanitary Landfill	Moreno Valley	4,000	1,723	33,561,000	17,619,521	8,194,304
Lamb Canyon Sanitary Landfill	Beaumont	5,000	1,663	33,041,000	15,646,000	7,862,283
Blythe Sanitary Landfill	Blythe	400	77	6,034,000	1,942,858	1,272,450
Oasis Sanitary Landfill	Oasis	400	10	1,484,000	247,411	67,545
Mecca II Landfill	Mecca	400	2	372,000	229,427	1,327
Desert Center Landfill	Desert Center	60	18	117,000	58,351	17,821

(1) Per Solid Waste Facility Permit

The thirty-two (32) closed and/or inactive Landfills are shown and listed on Exhibit 2.

The El Sobrante Landfill, also located in the County, is the largest landfill in the County with 39% of the County disposal tonnage in FY 11/12. Waste Management, Inc. owns the El Sobrante Landfill. The County operates the gate, scalehouse and performs the load check function.



## **1.1 Purpose of RFQ**

In accordance with the direction provided by the Riverside County Board of Supervisors, the County, through issuance of this RFQ, is seeking Statements of Qualifications ("SOQs"), from private entities ("Proposers") for:

- The lease of the Landfills, including regulatory compliance, and closure/post-closure maintenance and monitoring of the Landfills (including financial assurances, and community cleanup fee waivers;
- Management, installation, testing, monitoring, and corrective actions related to the landfill gas collection systems at the Landfills as needed to comply with regulatory requirements and contractual requirements;
- Management, installation, testing, monitoring, and corrective actions related to the landfill leachate collection system at the Landfills as needed to comply with regulatory requirements;
- Acceptance of municipal solid waste generated inside and outside the County, including from cities and unincorporated areas;

The County would continue with scalehouse operations, including the collection, accounting, and remittance of fees and taxes to the County & State imposed on waste or other materials delivered to the Landfills, jurisdictional reporting and load check operations, illegal dumping retrieval operations county-wide and continue operation of the permanent Household Hazardous Waste ("HHW") collection facilities and the HHW collection events.

The description above is subject to modification by the County, in its sole discretion. Details concerning the nature of the Transaction, the assets included and the scope of the rights, obligations and liabilities relating to the potential Transaction shall be set forth in the RFP process as outlined in Section 2.

This RFQ is issued pursuant to California Government Code Section 25115 et. seq.

## **1.2 County Goals**

The goals of the County in connection with the Transaction include the following:

- Continue to maintain the existing disposal rate structure.
- Continue to provide long term rate stability to the citizens of Riverside County.
- Provide a one-time lump sum payment to the County's General Fund;
- Provide an ongoing revenue stream to the County's General Fund;
- Transfer closure, corrective action and post-closure liabilities and obligations (including financial assurance obligations) related to the Landfills (whether active, inactive or closed) to a private entity;
- Satisfy all legal, regulatory and contractual requirements;

**Request for Qualifications (RFQ) – County Solid Waste System Landfills**

- Achieve the best value to the County from the Transaction;
- Secure a commitment to accept (for disposal purposes) all municipal solid waste generated in the cities and unincorporated areas of the County;
- Secure a commitment to continue the existing recycling programs at the Landfills, including the acceptance and proper handling of appliances and electronic waste;
- Maintain the Landfills' long-term disposal capacity for in-county generated municipal solid waste at current tipping fees with CPI-indexed escalation (Los Angeles/Anaheim/Riverside Metropolitan Area, (1982-84 = 100), as published by the United States Department of Labor, Bureau of Labor Statistics. Said change shall be measured for the twelve (12) month period January through December).
- Ensure on-going compliance programs continue to meet or exceed regulatory requirements for all activities within the County solid waste system;
- Provide as many as possible of the incumbent County employees with a reasonable opportunity to obtain employment at competitive wages with the successful Proposer;
- Provide for a seamless transition with the least disruption possible to operations of the Landfills and their respective customers, employees, occupants, tenants, and suppliers, and the County's remaining solid waste system.

### **1.3 Summary of Conditions and Limitations**

It is anticipated that the County will enter into a lease or similar agreement with the successful Proposer, which could be conditioned upon, among other things, the modification of all applicable Landfill permits, subject to approval of the permitting agencies.

It is anticipated that the lease agreement will contain certain provisions, conditions and limitations. The County's preliminary approaches to the most significant of these are described below; provided, however, that the County reserves the right to modify such provisions, conditions and limitations in its sole discretion. The form of the lease agreement shall be set forth during the RFP process as outlined in Section 2.

#### **A. Lease of Landfills**

The successful Proposer, at its sole cost and expense, will be required to assist the County in obtaining all consents, approvals and authorizations from the regulatory agency for the leasing of the Landfills.

#### **B. Modification of Permits**

The successful Proposer, at its sole cost and expense, will be responsible for obtaining all authorizations, consents, licenses, permits, variances, certificates, and approvals of local, state, and federal government authorities (collectively, "Approvals"), including any required reissuances and modification of all existing Approvals, required by applicable law in connection with the assets and liabilities included in the Transaction and the successful Proposer's lease of the Landfills.

## Request for Qualifications (RFQ) – County Solid Waste System Landfills

To the extent permitted by applicable law, the County shall use commercially reasonable efforts to assist the successful Proposer's efforts to obtain the requisite Approvals from government authorities and other documents as reasonably may be required; provided that any expenses incurred by the County in doing so shall be borne by the successful Proposer; and provided further that the County shall not under any circumstances be obligated as a permitting authority to issue any required Approval, and the County shall not waive any provision of law respecting any such Approval.

**C. Scope of Transaction/Services**

The County currently contemplates the scope of obligations of the successful Proposer shall include:

- Management, design, capital construction costs, disposal operation, regulatory compliance, installation, testing, monitoring, and corrective action related to all aspects of the active Landfills (including, but not limited to: landfill gas and air, leachate, surface water, groundwater, closure construction, post-closure maintenance and monitoring, etc.);
- Post-closure maintenance, monitoring, remediation and regulatory compliance of closed/inactive landfills (including, but not limited to pump and treat systems, SVE systems, leachate collection systems, flare stations, NPDES systems, etc.);
- Continuation of the recyclable material operations at the Landfills (including, but not limited to continued acceptance and removal of Materials Requiring Special Handling (MRSH), and subsequent recycling of appliances such as CRTs, microwaves, refrigerators, dryers, etc. and e-waste);
- Acceptance of delegation of duties and assignment of rights under existing agreements relating to landfill gas to energy, model plane flyer leases, collection site leases, etc.;
- Guaranteed acceptance of in-county generated municipal solid waste and any contractually required out-of-county municipal solid waste;
- Acceptance of assignment of rights and delegation of duties under the commercial landfill gas agreements with Southern California Edison and SCS Energy;

**SOQs should be addressed and be submitted for the entire scope of the Transaction described above and partial submittals may be rejected without consideration.**

**D. Terms of Agreement**

The terms of the lease agreement shall be set forth in the RFP. For purposes of responding to the RFQ, Proposers should assume that the length of the lease shall be 10 years.

## Request for Qualifications (RFQ) – County Solid Waste System Landfills

**E. Payments to County**

Payments by the successful Proposer to the County in connection with the Transaction are as outlined in Section 5.

**F. Payments to the Successful Proposer**

Payments to the successful Proposer will be comprised of the revenue collected at the gate of the Landfills by the County and under any third party contracts transferred to the successful Proposer. For illustrative purposes only and not to be considered as a guaranty or indicative of future revenues, as of July 1, 2012, the rate paid at the gate for incoming loads is \$26.92 per ton from transfer stations with waste disposal agreements, \$27.53 per ton from Franchise Area 8 and \$35.12 per ton from non-transfer station tonnage. These per ton figures are gross amounts and will be reduced by the minimum payments as described below in Section 5.4.

**G. Employment of County Staff**

The County recognizes that there are incumbent County employees presently involved in the County's solid waste system operations who have valuable knowledge and experience with respect to the operations, management, engineering, work schedules, practices, customers, suppliers, health and safety matters, regulatory requirements, etc., that are particular to the Riverside County Solid Waste System. It is the desire of the County to provide as many as possible of the incumbent County employees involved in landfill or solid waste system operations with a reasonable opportunity to obtain employment at competitive wages with any selected Proposer. It is the additional desire of the County to avoid or to minimize the disruption in service which may be caused by a change in the entity providing Landfill operations. The County therefore requests that any company responding to this RFQ provide information on how it will give incumbent County employees substantive opportunities to obtain employment with the selected Proposer after the Transaction is complete.

**H. Closure, Post-Closure and Corrective Action Arrangements**

As required under Section 5.2, each Proposer shall describe in its SOQ its approach to maintaining, monitoring and remediating the Landfills during the entire lease period (including, but not limited to, performing at its own cost all corrective action, closure and post-closure obligations, such as environmental monitoring, final cover and general site maintenance, security, fencing, drainage construction and repair, mowing, etc.).

As outlined in Section 1, a significant goal of the RFQ is to transfer to the successful Proposer liabilities for active, inactive and closed Landfills that are either owned, operated, monitored, or maintained by the County and that the successful Proposer shall indemnify the County from and against past, present and future environmental liabilities and closure and post-closure obligations related thereto. Proposers should assume the lease agreement will provide for indemnification of the County as described above and the performance of the foregoing obligations by the successful Proposer, as well as the following:

- 1) Existing County Escrow Balances – Other than funds currently held in escrow by the County for corrective action (water) (and which is addressed in paragraph 2 below), all funds and escrow balances relating to the Landfills that are currently held by the County, including those described in Table 2 below, shall be retained by the County for its use and shall not be part of the Transaction. Such amounts shall not be transferred to the successful Proposer.

## Request for Qualifications (RFQ) – County Solid Waste System Landfills

- 2) Existing County Corrective Action (Water) Escrow Balance. The escrow balance for corrective action (water) identified below may be made available by the County during the term of the lease agreement for use by the successful Proposer for specified corrective actions relating to specified pre-existing environmental liabilities. The amounts currently held by the County will not be transferred to the successful Proposer, but would be available for reimbursement of actual costs of corrective action incurred by the successful Proposer for specified corrective actions relating to specified pre-existing environmental liabilities. To the extent that such funds were insufficient for necessary corrective action, the successful Proposer would be obligated to fund such corrective action.
- 3) Additional Funding by Successful Proposer. The successful Proposer will provide a \$3.20 per ton funding commitment to the closure, post-closure and corrective action escrow funds that the County will continue to control and maintain. Approximately \$1.00 per ton of the \$3.20 per ton funding is designated for corrective action, which amount will be available in certain circumstances to the successful Proposer as described in paragraph 2 above.

Table 2 below lists the latest fund balances held by the County. Liability amounts are estimates only, provided for information purposes only, may not be relied upon and are not guaranties of such amounts.

**Table 2: Summary of Closure, Post-Closure, and Corrective Action Liability and Funds as of June 30, 2012**

Description	Estimated Liability	Fund Balance	Over (Under) Funded Liability
Closure	\$ 37,562,838	\$ 27,248,273	\$ (10,314,565)
Post-Closure (Regulatory)	\$ 34,898,432	\$ 28,608,939	\$ (6,289,493)
Post-Closure (Non-Regulatory)	\$ 33,286,383	\$ 12,280,439	\$ (21,005,944)
Corrective Action (Water Quality)	\$ 30,402,456	\$ 21,828,153	\$ (8,574,303)
Corrective Action (Non-Water Quality)	\$ 9,549,655	\$ -	\$ (9,549,655)
Total	\$ 145,699,764	\$ 89,965,804	\$ (55,733,960)

#### I. Performance Standards

The successful Proposer will be required at all times to operate the Landfills in compliance with all permits and regulations governing its operations, and shall perform its activities in accordance with the terms of the lease agreement and industry standards commonly used in California related to its operations.

#### J. Third Party Contractors

The successful Proposer may enter into agreements with third party contractors to provide services requested in the RFQ subject to the prior written consent of the County. Any such arrangements which are currently anticipated should be disclosed in the SOQ.

## **SECTION 2: RFQ CONDITIONS AND SUBMITTAL PROCESS**

### **2.1 Description of the Overall Process**

This section generally described the procurement process that will be undertaken in connection with the Transaction. However, nothing contained in this RFQ shall obligate the County to proceed to the RFP phase or pursue the Transaction at all, all of which shall be within the County's sole discretion.

The procurement involves a two-stage process: this RFQ followed by a Request for Proposals ("RFP").

Based on its evaluation of the SOQs it receives in response to this RFQ, the County will determine a shortlist of Proposers eligible to respond to the RFP (each, a "Shortlisted Proposer" and, collectively, "Shortlisted Proposers").

If only one responsive SOQ is received, the County may either (a) proceed with the selection process and request a Proposal from the sole Shortlisted Proposer or (b) terminate this selection process.

Following the selection of Shortlisted Proposers, the County anticipates releasing a draft RFP to the Shortlisted Proposers for "industry review" and comment by the Shortlisted Proposers, including the form of lease agreement. A data room may also be created for review of relevant materials by the Shortlisted Proposers. Following receipt of written comments, the County intends to schedule one-on-one or group meetings to discuss issues and comments identified by the Shortlisted Proposers. Specific details concerning the industry review process will be made available to the Shortlisted Proposers following the announcement of the shortlist. Proposers will be required to execute a form of confidentiality agreement and waiver concerning the industry review process and, specifically, the one and one meetings.

The industry review process will include disclosure of materials and communications with the County that are confidential and Shortlisted Proposers will be required to execute a confidentiality agreement, the form of which will be provided following shortlisting.

After consideration of industry input, the County may issue an RFP to the Shortlisted Proposers. To assist the County in the preparation of the financial, commercial and legal terms, the County may solicit additional information from Shortlisted Proposers.

Following receipt and evaluation of Proposals, the County may select a Shortlisted Proposer for negotiations, based on the evaluation criteria set forth in the RFP, to finalize a purchase and sale agreement. If negotiations are not successful with the selected Shortlisted Proposer, the County may negotiate with the next highest rated Shortlisted Proposer. Alternatively, the County may, at any time, terminate the selection process.

### **2.2 SOQ Submittal Process**

Proposers shall follow the procedures described in this section and the procedures included in subsequent clarifications, amendments or addenda to this RFQ, which are issued by the County. The County shall have no responsibility and shall not reimburse Proposers for the costs associated with preparing, submitting or negotiating SOQs or final contracts for the Transaction.

**Step One – Register for Correspondence, RFQ, and Announcements**

Each Proposer must request in writing that it be placed on the list of interested parties in order to receive the future correspondence and announcements related to this RFQ. Proposers must post, fax, or email said request to the individual listed below (the "County Procurement Contact"):

Mr. Mark Seiler  
Assistant Director  
Riverside County Purchasing Department  
2980 Washington Street  
Riverside, California 92504  
E-mail: [MSeiler@co.riverside.ca.us](mailto:MSeiler@co.riverside.ca.us)  
Telephone: (951) 955-4937 Facsimile: (951) 955-4946

All such requests should include a return e-mail address so that their receipt can be acknowledged.

**Step Two – Submission of Written Questions**

The County directs Proposers to submit all questions and requests for information or clarification in writing directly to the County Procurement Contact.

All such questions and requests shall include a return e-mail address so that their receipt can be acknowledged.

**Prospective Proposers shall not contact other members of the County of Riverside management, staff, consultants, or members of the Board of Supervisors in connection with this RFQ or any SOQ prepared in response thereto or submit questions orally. Unauthorized contact may result in disqualification.**

Written responses to questions will be provided by July 15, 2013 to all interested Proposers of record (those companies that registered pursuant to Step One. Oral responses shall not be binding upon the County, including oral responses provided at the pre-submittal meeting. In the event of any conflicts or inconsistencies between written response to questions and addenda to this RFQ, the addenda will control and must be used for the purposes of preparing the SOQ.

**Step Three – Pre-Submittal Meeting**

A non-mandatory pre-submittal meeting will be held at 10:00 AM on Wednesday, June 13, 2013 at the Riverside County Waste Management headquarters located at:

14310 Frederick Street  
Moreno Valley, CA 92553

Proposers are encouraged to submit written questions via U.S. mail or e-mail in advance of the pre-submittal meeting (in accordance with Step Two above) or prepare and pose questions at the pre-submittal meeting. Preliminary oral responses to questions will be provided, at the discretion of County staff, at the pre-submittal meeting. Written responses to questions posed prior to or at the pre-submittal meeting will be provided by July 15, 2013 in accordance with Step Two above.

**Deadline for Questions:** Proposers are encouraged to submit written questions to clarify responses to questions provided at the pre-submittal meeting or other issues that may arise by 5:00 PM on July 1,

## Request for Qualifications (RFQ) – County Solid Waste System Landfills

2013. Questions submitted after this date may be responded to at the discretion of County staff if there is available time.

**Step Four – SOQ Submittal**

Proposers shall submit five (5) bound double-sided copies and one unbound single-sided copy of the complete SOQ and a computer disk or flash drive containing an electronic copy of the complete SOQ formatted for the PC version of Microsoft Office. These items shall be placed together and submitted in a sealed package. All pages shall be consecutively numbered, although each section may start with a new page number if proceeded with the section number (e.g., Page 2-1 for the first page of Section 2). The SOQ shall be subject to page limitation as set forth below. The package shall be clearly labeled:

**"STATEMENT OF QUALIFICATIONS AND LETTER OF INTEREST FOR THE LEASE OF RIVERSIDE COUNTY SOLID WASTE SYSTEM LANDFILLS"**

Name of Proposer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_

The SOQ must be mailed or hand delivered to the County Procurement Contact.

**All SOQs must be received by 2:00 p.m. on July 29, 2013. SOQs received after this time and date may be rejected. Postmarks will not be accepted as proof of receipt. Actual delivery is required.**

**Step Five – Clarification of SOQ Information**

Proposers may be asked to clarify information contained in their SOQs through written communications, interviews or oral presentations or during site visits of the Proposers' offices, landfills, materials transfer and processing facilities, and other facilities as appropriate. This clarification process may involve, but is not limited to, requesting that the Proposer demonstrate how operational, financial, and management information systems can provide reports required by any of the necessary agreements. The clarification process may be performed by County staff and/or County consultants.

**2.3 Schedule**

The County plans to proceed based on the following schedule:

**Table 3: Project Schedule**

Action Item	Date
Issuance of RFQ	June 4, 2013



Action Item	Date
Pre-Submittal Meeting	June 13, 2013
Deadline for Questions	July 1, 2013
Answers Made Available to Questions	July 15, 2013
Deadline for SOQ Submittal	July 29, 2013 at 2:00 p.m. pacific

The foregoing schedule is subject to modification by the County, in its sole discretion, at any time.

## **2.4 Required SOQ Information**

Proposers shall prepare their SOQs in accordance with the instructions provided in this RFQ. The SOQ shall include the following elements: (1) cover letter; (2) executive summary; (3) Proposer's qualifications as specified in Section 4; and (4) Proposer's approach as specified in Section 5, including a "non-binding economic value indication" as specified in Section 5. Proposers must follow the SOQ outline format set forth in Section 3. At a minimum, a Proposer must provide the information identified in this Section as part of its SOQ (as explained in more detail in Sections 3, 4 and 5 of this RFQ). Failure to provide all the required information may be grounds for a finding of non-responsiveness of a SOQ and disqualification from the procurement process.

## SECTION 3: SOQ OUTLINE

Proposers are required to organize their SOQs in the following manner:

- 1. Required Company Description**
  - a.** SOQ Transmittal Letter (Form A) (no page limit)
  - b.** Executive Summary (maximum 5 pages)
  - c.** Table of Contents (maximum of 1 page)
  - d.** Business Structure (maximum of 2 pages, plus 1 page for organizational chart(s))
  - e.** Proposer's Experience/Qualifications (maximum of 10 pages)
  - f.** Key Staff and Their Qualifications (maximum of 10 pages, including resumes)
  - g.** Past Performance Record/Legal Disclosures (no page limit)
  - h.** Labor Agreement and Wages (no page limit)
  - i.** Company's Financial Ability (no page limit for financial statements required)
  - j.** Information Regarding Proposer, Equity Members and Subcontractors (Form B) (no page limit)
  - k.** Anti-Collusion Affidavit (Form C) (no page limit)
  - l.** Confidential Contents Index (1 page)
- 2. Proposer Approach (maximum 25 pages)**
  - a.** Expressions of Interest
  - b.** Technical Approach and Regulatory Issues
  - c.** Non-Binding Economic Value Indication
  - d.** Conditions or Limitations on Valuation
  - e.** Summary of Suggested Conditions to Closing Transaction
  - f.** Summary of Suggested Key Terms/Modifications
  - g.** Description of Financing Plan

## **SECTION 4: PROPOSER AND PERSONNEL DESCRIPTION**

This Section includes a description of the specific information a Proposer must include as part of its SOQ describing the Proposer and its qualifications.

### **4.1 SOQ Letter (Form A)**

Each Proposer shall submit an executed Form A, along with the accompanying information requested in such form.

### **4.2 Executive Summary**

Proposer shall provide an executive summary to introduce its SOQ, briefly summarize its statement of qualification and letter of interest, strategy and economic offer, and highlight unique aspects of its approach to responding to the County's goals and objectives. The executive summary can be used to highlight any additional programs, enhancements, or other innovations.

### **4.3 Business Structure**

In its SOQ, Proposer shall:

1. Identify the legal name of the Proposer. If the name is a "doing business as" (DBA), identify underlying names. Identify a single point of contact (a real person) and include the following information: name, title, address, telephone and fax numbers and electronic mail address. Identify the legal name and nature of the Proposer and the state of its organization. The County will require evidence of financial support from a parent or affiliate organization, as further detailed below.
2. Identify the legal entity(ies) that would execute the lease agreement. State whether each entity is a sole proprietorship, partnership, corporation, joint venture or other form of legal entity. Describe in detail the relationship of the Proposer to the executing entity(ies). If the Proposer is a joint venture, describe the circumstances under which the entities have collaborated before.
3. State the number of years the entities have been organized and doing business under this legal structure. The SOQ must include all the names of Proposer's owners/stockholders with greater than a 10% holding and creditors owed a debt greater than 10% of the Proposer's total assets (and those of each executing entity if different than Proposer's).
4. Identify other entities with common ownership and/or management.
5. Describe all services to be performed by subcontractors, and identify each subcontractor by full name and principal business address. Proposer shall describe any current or past working relationship with the contractor(s) in the past five years.
6. Provide an organizational chart which sets forth the Proposer structure, teaming arrangements and reporting requirements. The organizational chart should also cover key personnel.

### **4.4 Proposer's Experience/Qualifications**

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Proposer must describe its experience leasing, owning, operating, maintaining and monitoring solid waste management facilities in the United States and particularly in California (preferably for facilities handling tonnage volumes comparable to or larger than those handled at the Landfills). Proposer shall also describe Proposer's experience in:

- (i) Acquisition or leasing of municipal- or county-owned solid waste assets.
- (ii) Operation and maintenance of landfills, both nationally and within California.
- (iii) Working with and operating under the requirements of California regulatory and permitting agencies.
- (iv) Addressing environmental issues relating to solid waste assets, including remediation, monitoring and avoidance.

Proposer's description for each comparable project/facility shall include:

1. Name and address of the facility and the operations and services performed at the facility (e.g., landfill, processing, transfer, recycling, grinding, mulching etc.);
2. Types and tonnages of solid waste managed at the facility in tons per day;
3. Permitted capacity of the facility in terms of tons per day;
4. Proposer's role in the design, permitting, construction, financing, operation, closure/post-closure maintenance, monitoring, etc. of the facility;
5. Number of years that Proposer has operated/owned the facility;
6. A description describing the relevance of the project to the lease of the Landfills and why that experience will provide value to the County should the Proposer be selected to enter into a lease agreement for the Landfills; and
7. Other relevant information.

The qualifications information should also cover, at a minimum, the following:

- Landfill acquisition/lease, development, construction, management, operations, closure/post-closure/corrective action experience;
- Recycling operations experience at landfills;
- A description of the Proposer's safety program and Total Reportable Injury Rate (TRIR).

#### **4.5 Key Staff and Their Qualifications**

Provide an organization chart for key personnel and job descriptions indicating the qualifications and experience of key personnel the Proposer would assign to: (1) the transition team; and, (2) the ongoing management of the Landfills under the lease agreement. Resumes and two references for each key personnel must be supplied. References shall be previous agencies or clients with whom the key

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personnel have worked within the past five years and shall include the name, position, company or agency and current addresses and phone and fax numbers.

An express, written statement from each entity employing such individuals committing that the individuals designated in the SOQ for the positions or roles described in this Section 4.5 shall be available to serve the role so identified in connection with the Transaction.

While the County recognizes personnel availability and scheduling issues impact the Proposers, Proposers are urged only to identify and proffer personnel that they reasonably believe will be available for, and intend to assign to work on, the Transaction for the positions identified.

Procedures concerning changes of such personnel will be set forth in the RFP; however, requests to implement such changes will be reviewed carefully by the County and shall be subject to prior County approval, in its sole discretion. Failure to obtain County approval for such changes may result in disqualification of the Proposer by the County.

#### **4.6 Past Performance Record**

**A. Litigation and Regulatory Actions.** Describe the following:

- (i) Provide a list and a brief description of all instances during the last five years in which the Proposer (or any other organization that is under common ownership with the Proposer), any equity member, or any subcontractor team member was determined, pursuant to a determination in a court of law, arbitration proceeding or other dispute resolution proceeding, to be liable for a material breach of contract or violations of any federal, state or local law, including any environmental law.
- (ii) Provide a list and a brief description (including the resolution) of each arbitration, litigation, dispute review board and other dispute resolution proceeding occurring during the last five years involving Proposer (or any other organization that is under common ownership with the Proposer) or any equity member involving an amount in excess of \$1,000,000 related to the ownership, leasing, operations or maintenance of facilities similar to the Landfills, including environmental proceedings.
- (iii) Include a similar list for all county, municipal or other projects included in the response to Section 4.4, regardless of whether the dispute occurred during the past five years, what the dollar amount involved was or whether it involved the same organization that is on the Proposer's team. For each instance, identify a representative with a current phone and fax number (and e-mail address if available).

**B. Criminal Legal Action.** All criminal legal actions in the State of California (including, but not limited to, arrests, indictments, grand jury investigations, etc.) now pending or that have occurred in the past five years, against:

- i. The owners, officers and key personnel of the company, for actions of a business nature (for example, excluding purely domestic matters, but including actions connected in any way with person's current or former business activities);
- ii The entity submitting the SOQ, for all such actions; and,
- iii Any parent or affiliated company, for all such actions.

**C. Payment of Fines, Penalties, Settlements or Damages.** Provide a statement disclosing any and all fines, penalties (including liquidated damages or administrative fees), settlements or damages of any kind paid by the submitting entity, its parent company, and all subsidiaries or other affiliates of the submitting entity or its parent company to public agencies in the past five years. For each payment, list the amount that was paid, the name of the jurisdiction to which any such payments were made,

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and the event(s) which triggered the payments. Identify what personnel and/or policy changes were made in response to such incidents (e.g., terminated or reassigned employees involved, new process protocols, etc.).

Describe any additional current or recent litigation or other regulatory issues that impact the Proposer and may otherwise be presented to, or questioned by, the County during submittal evaluation or at contract award. Proposers may include a response to any negative allegations at this time.

**D. Compliance Records.** Submit copies of all notices of violations, corrective action notices, enforcement actions or orders, or other forms of major permit violation/non-compliance documentation that the submitting entity, its parent company, and all subsidiaries or other affiliates of the submitting entity or its parent company received in the past five years from public agencies related to solid waste management facilities (including disposal, processing, transfer, composting, recycling, conversion facilities, closure, and post-closure monitoring) and associated vehicles and other equipment, for facilities in California, which are owned or operated by the submitting entity, its parent company, and all subsidiaries or other affiliates of the submitting entity or its parent company.

**E. Safety Metric.** Proposer must report its safety metric, such as the TRIR (Total Reportable Injury Rate), for its landfill operations used as references in its SOQ submittal and how such metric compares to industry standards.

**F. Insurance Modification Rate.** Proposer must report its experience modification factor, "mod rate," that is applied to its workers' compensation insurance policies.

*With respect to the information solicited this Section 4.6, failure to provide this information, conditional or qualified submissions (i.e., "to our knowledge", "to the extent of available information", "such information is not readily available", "such information is not maintained in the manner requested", etc.) to requests or questions posed, incomplete or inaccurate submissions or non-responsive submissions, or failure to provide information enabling the County to contact representatives may, in the sole discretion of the County, lead to a lower evaluation score or a "fail" rating for the team or disqualification from the procurement process.*

## **4.7 Labor Agreement and Wages**

Proposer shall identify its plan for arranging labor if Proposer is selected to provide landfill development, operations and other services in the County in connection with this RFQ. Specifically, Proposer shall identify if and when it plans to enter into any collective bargaining agreement(s), the labor organization(s) the Proposer will work with, and the nature of the collective bargaining agreement(s).

## **4.8 Proposer's Financial Ability**

### **A. Financial Statements and Credit Ratings**

Financial statements for the Proposer and equity members of Proposer for the two most recent completed fiscal years must be provided to demonstrate financial capability of the Proposer.

Financial Statement information must include:

- i. Opinion Letter (Auditor's Report)
- ii. Balance Sheet

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- iii. Income Statement
- iv. Statement of Changes in Cash Flow
- v. Footnotes audited by a certified public accountant in accordance with generally accepted accounting principles (GAAP).

In addition, Financial Statements must meet the following requirements:

- **GAAP:** Financial Statements must be prepared in accordance with U.S. Generally Accepted Accounting Principles (U.S. GAAP). If financial statements are prepared in accordance with principles other than U.S. GAAP, a letter must be provided from a certified public accountant discussing the areas of the financial statements that would be affected by a conversion to U.S. GAAP.
- **U.S. Dollars:** Financial statements must be provided in U.S. dollars. If financial statements are not available in U.S. dollars, the Proposer must include summaries of the Income Statements and Balance Sheets for the applicable time periods converted to U.S. dollars by a certified public accountant.
- **Audited:** Financial Statements must be audited by an independent party qualified to render audit opinions (e.g. a Certified Public Accountant). If audited financials are not available for an equity owner, the SOQ shall include unaudited financial statements for such member, certified as true, correct and accurate by the chief financial officer or treasurer of the entity.
- **English:** Financial Statement information must be prepared in English. If audited financial statements are prepared in a language other than English, translations of all financial statement information must be accompanied with the original financial statement information.
- **Newly Formed Entity:** If the Proposer is a newly formed entity and does not have independent financial statements, financial statements for the equity owners conforming to the above requirements shall be provided (and the Proposer shall expressly state that the Proposer is a newly formed entity and does not have independent financial statements). In addition, the County may require, as a condition to shortlisting or thereafter, that the Proposer identify a Guarantor (as defined below) acceptable to the County and such Guarantor will be required to commit in writing that it will financially support and guarantee all obligations of the Proposer. Guarantor(s) will be required to execute a guaranty, in form acceptable to the County, in connection with any lease agreement.
- **Guarantor Letter of Support:** If Financial Statements of a parent company or affiliate company ("Guarantor") are provided to demonstrate financial capability of the Proposer or equity members of the Proposer, an appropriate letter from the Guarantor must be provided confirming that it will financially support and guarantee all the obligations of the Proposer or equity member of the Proposer with respect to the lease of the Landfills and other obligations described in this RFQ. Proposers shall note that the County may, in its discretion, based upon the review of the information provided, specify that an acceptable Guarantor is required as a condition of shortlisting or thereafter. Guarantor(s) will be required to execute a guaranty, in form acceptable to the County, in connection with any lease agreement.
- **SEC Filings:** If the Proposer or any other entity for whom financial information is submitted hereby files reports with the Securities and Exchange Commission, then such financial statements shall be provided through a copy of their annual report on Form 10K. For all subsequent

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quarters, provide a copy of any report filed on Form 10Q and provide copies of any Form 8-K which has been filed since the latest filed 10K.

- **Confidentiality:** The Proposer shall identify any information which it believes is entitled to confidentiality by placing the word "confidential" on each page.
- **Credit Ratings:** Credit ratings must be supplied for each Proposer, equity member, and Guarantor to the extent such entities have credit ratings provided by a nationally recognized statistical rating organization. If no such credit ratings exist, include a statement specifying that no such credit ratings exist for that entity.

**B. Material Changes in Financial Condition**

Information regarding any material changes in financial condition for Proposer, each equity owner and each Guarantor for the past two years and anticipated for the next reporting period.

If no material change has occurred and none is pending, each of these entities shall provide a letter from their respective chief financial officer or treasurer so certifying.

Set forth below is a representative list of events intended to provide examples of what the County considers a material change in financial condition. This list is intended to be indicative only. At the discretion of the County, any failure to disclose a prior or pending material change may result in disqualification from further participation in the selection process.

In instances where a material change has occurred, or is anticipated, the affected entity shall provide a statement describing each material change in detail, the likelihood that the developments will continue during the period of performance of the Project development, and the projected full extent of the changes likely to be experienced in the periods ahead.

Estimates of the impact on revenues, expenses and the change in equity will be provided separately for each material change as certified by the CFO or treasurer.

References to the notes in the financial statements are not sufficient to address the requirement to discuss the impact of material changes.

Where a material change will have a negative financial impact, the affected entity shall also provide a discussion of measures that would be undertaken to insulate the operation of the Landfills and Proposer's other obligations to the County from such material changes, and those currently in progress or reasonably anticipated in the future.

If the financial statements indicate that expenses and losses exceed income in each of the 3 completed fiscal years (even if there has not been a material change), the affected entity shall provide a discussion of measures that will be undertaken to make the entity profitable in the future and an estimate of when the entity will be profitable.

**List of Representative Material Changes**

- An event of default or bankruptcy involving the affected entity, a related business unit within the same corporation, or the parent corporation of the affected entity;
- A change in tangible net worth of 10% of shareholder equity;



- A sale, merger or acquisition exceeding 10% of the value of shareholder equity prior to the sale, merger or acquisition which in any way involves the affected entity, a related business unit, or parent corporation of the affected entity;
- A change in credit rating for the affected entity, a related business unit, or parent corporation of the affected entity;
- Inability to meet conditions of loan or debt covenants by the affected entity, a related business unit or parent corporation of the affected entity which has required or will require a waiver or modification of agreed financial ratios, coverage factors or other loan stipulations, or additional credit support from shareholders or other third parties;
- In the current and two most recent completed fiscal years, the affected entity, a related business unit in the same corporation, or the parent corporation of the affected entity either: (i) incurs a net operating loss; (ii) sustains charges exceeding 5% of the then shareholder equity due to claims, changes in accounting, write-offs or business restructuring; or (iii) implements a restructuring/reduction in labor force exceeding 200 positions or involves the disposition of assets having a value exceeding 10% of the then shareholder equity; and
- Other events known to the affected entity, a related business unit or parent corporation of the affected entity, which represents a material change in financial condition over the past two years, or may be pending for the next reporting period.

**C. Off-balance Sheet Liabilities**

A letter from the chief financial officer or treasurer of the entity or the certified public accountant for each entity for which financial information is submitted, identifying all off balance sheet liabilities in excess of \$25 million dollars in the aggregate.

Package the information separately for each separate entity with a cover sheet identifying the name of the organization and its role in the Proposer's organization.

**4.9 Form B**

Executed originals of Form B for the Proposer and each equity member of Proposer and each subcontractor.

**4.10 Anti-Collusion Affidavit**

Each Proposer shall complete and submit an Anti-Collusion Affidavit, Form C. The Anti-Collusion Affidavit shall be signed by the designated representative authorized to bind the Proposer.

**4.10 Confidential Contents Index**

A page executed by the Proposer that sets forth the specific items (and the section and page numbers within the SOQ at which such items are located) that the Proposer deems confidential, trade secret or proprietary information protected by the Public Records Act, Section 6276.44, or other applicable regulations and statutes. Blanket designations that do not identify the specific information shall not be acceptable and may be cause for the County to treat the entire SOQ as public information. Notwithstanding the foregoing, the list required under this subsection (c) is intended to provide input to

the County as to the confidential nature of a Proposer's SOQ, but in no event shall such list be binding on the County, determinative of any issue relating to confidentiality or a request under the Public Records Act or override or modify the provisions of the Statute, the Public Records Act or the County's respective responsibilities thereunder.

## SECTION 5: PROPOSER APPROACH

This Section includes a description of the specific information a Proposer must include as part of its SOQ describing the Proposer's interest in the Transaction and the offered services, its conditions, and economic offer.

### 5.1 Expression of Interest

SOQs must affirmatively indicate that the Proposer can satisfy the requirements identified by the County Board of Supervisors as described in Section 1. SOQs should be submitted for the entire scope of the Transaction and services as described in Section 1.3 C.

### 5.2 Technical Approach and Regulatory Issues

Proposer shall provide a description of its offered services which shall include its technical approach to operations and maintenance; design, permitting, and construction; compliance with permit requirements, etc. Proposers should discuss how they intend to handle transfer of environmental risks, indemnity of the County against those risks, and the liability policies and/or bonds they will seek for risk management for operations and development. Proposers should identify any work to be performed by subcontractors as provided in Section 1.3.K.

In addition, Proposer's should include the following with respect to its approach to the Transaction. The description should include:

- (a) The Proposer's thoughts on how the County can maximize value of the Landfills given their current operating and permit status.
- (b) A description of how the Proposer would market the Landfills in order to secure waste flow, including its approach to working with the County and the cities in the County concerning their waste flow.
- (c) A description of other local or regional assets owned or operated by the Proposer and how the Landfills will complement or augment the Proposer's other holdings.
- (d) An overview of the Proposer's general approach to quality control/quality assurance.
- (i) Description of key Proposer assumptions in connection with the Transaction.

### 5.3 Non-Binding Economic Value Indication

Proposers' non-binding economic value indication must be presented in the format shown on Table 3. All payment information (including per ton payments and assumed numbers of tons) shall be presented in 2013 dollars. The conditions described by Proposers shall include a description of how the 2013-dollar amounts for the annual payment described in Columns 4 and 5 below would be adjusted for the first year of the lease term and thereafter. A brief description of Table 3 and the information requested for each Column (by option) is provided below:

Column 1 - Each Proposer shall specify the amount of a one-time lump sum payment to the County.

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Column 2 - A listing of the heavy equipment that is available for purchase is provided on the County website. Each Proposer shall indicate their interest in said equipment by specifying a one-time payment amount to the County for the equipment **and** separately a list of which equipment it would be interested in purchasing.

Column 3 - Each Proposer shall account for all current pass-through costs, which currently consists of the following items and current amounts: State Fees (\$1.40/ton), Habitat (\$1.00/ton), Environmental Health (\$0.43/ton) and Code Enforcement (\$0.35/ton) to be paid to the County. The current amount of such pass-through costs are included, but such amounts may be increased over time.

Column 4 - Each Proposer shall account for an annual lump sum payment to the County that must be inflated annually for solid waste activities that remain with the County, including continued operation of the landfill scalehouses, load check functions, illegal dumping retrieval, operation of the HHW collection facilities/events, recycling, contract administration, and escrow fund contributions. The current amount of such payments are included in Column 4 below and should not be changed by the Proposer. As noted above, in addition to filling in the Table below, the Proposer should separately indicate how the 2013-dollar amounts for such annual payment would be adjusted for the first year of the lease term and thereafter.

Column 5 - Each Proposer shall specify the amount of an annual lease payment to the County'. As noted above, in addition to filling in the Table below, the Proposer should separately indicate how the 2013-dollar amounts for such annual payment would be adjusted for the first year of the lease term and thereafter.

**Table 4: Proposers' Non-Binding Economic Value Indication**

Description	Payments to County by Proposer				
	One-Time Lump Sum Lease Payment	One-Time Lump Sum Payment for Equipment	Annual Per Ton Pass Through Payment	Annual Payment for Retained County Services, Rent, & Escrow	Annual Payment
	1	2	3	4	5
Lease of Landfills	\$	\$	\$3.18/ton (current amount)	\$8,000,000 (current amount)	\$

The non-binding economic value indication set forth above will not be binding on the Proposer during any RFP stage of the procurement and will not be considered as part of the evaluation of the SOQs for purposes of shortlisting, but is intended to help inform the County on the potential value of the Transaction as currently contemplated and described in this RFQ (including pursuant to the assumptions and requirements addressed herein).

**5.4 Conditions or Limitations on Valuation**

Provide a narrative description of the basis for the non-binding economic value indication. As part of the narrative description, the Proposer shall include key assumptions made in developing the offered payments such as, but not limited to: Proposer's obligations and liabilities, County obligations and liabilities, wages and benefits, depreciation and interest methods and periods, volumes of materials assumed for disposal and processing, equipment costs, and facility and construction costs.



## 5.5 Summary of Suggested Conditions to Closing Transaction

Provide a description and list of some of the key conditions to closing the Transaction, the approximate timeline to do so from award and execution of a lease agreement and the party (County or Proposer) that shall bear the responsibility and obligation for satisfying the condition to closing. Proposers should acknowledge that, other than responsibilities for payment of the County's advisors, all closing costs shall be borne by the successful Proposer.

## 5.6 Summary of Suggested Key Terms/Modifications

In Section 1.2, the County has identified certain preferred high-level goals to guide Proposers on the development of their SOQs. These goals have formed the basis for certain of the Transaction terms expressed in this RFQ concerning, among other things, lease term length, lease structure, tip fees and tip fee escalation, required upfront lump sum and ongoing payments to the County, indemnity and liability transfers (particularly those relating to environmental liabilities and closure and post-closure obligations) to the successful Proposer. Notwithstanding these terms, requirements and assumptions, because the County wishes to obtain the greatest value from the Transaction, the County is interested in input from the Proposers concerning these issues. Proposers should indicate its suggestions as to how the structure of the Transaction could be enhanced, modified or optimized to improve value to the County and to the Proposer, keeping the County's goals in mind. In addition, provide a list and brief description of the primary positive "drivers" of value in a lease of the Landfills. Similarly, provide a list and brief description of those factors and negative "drivers" of value that might decrease or depress the value of the Landfills.

**The County is under no obligation to include such suggestions in the RFP or to issue the RFP at all, but welcomes the opportunity for Proposer input on key structural, commercial, risk and financial issues concerning the Transaction.**

## 5.7 Description of Financing Plan

Describe the plan for financing the Transaction in a "Sources and Uses of Funds" format, which describes the sources of required capital (e.g., banks, leasing companies, cash reserves, etc.) and uses (e.g., system lease payment to County, equipment, etc.).

## **SECTION 6: EVALUATION PROCESS AND CRITERIA**

### **6.1 Responsiveness**

Each SOQ will be reviewed for (a) minor nonconformities, irregularities and apparent clerical mistakes which are unrelated to the substantive content of the SOQ, (b) conformance to the RFQ instructions regarding organization and format, and (c) the responsiveness of the Proposer to the requirements set forth in this RFQ. Those SOQs not responsive to this RFQ may be excluded from further consideration and the Proposer will be notified. The County may also exclude from consideration any Proposer whose SOQ contains a material misrepresentation.

### **6.2 Pass/Fail Review**

Following or in conjunction with evaluation of each SOQ for responsiveness, the County will evaluate each SOQ based upon the following pass/fail criteria. A Proposer must obtain a "pass" on all pass/fail items in order for its SOQ to be evaluated qualitatively under Section 6.3.

- (a) The Proposal contains an original executed transmittal letter (Form A).
- (b) The Proposer team has the financial capability to carry out the responsibilities potentially allocated to it as demonstrated by the materials provided in Section 4.8 of the SOQ. The evaluation will take into account the following considerations both currently as well as over the last two years, as appropriate:
  - Profitability
  - Capital structure
  - Ability to service existing debt
  - Ability to invest equity
  - Other commitments and contingencies
- (c) The Proposer team has the expertise to carry out responsibilities potentially allocated to the Proposer in the lease agreement and to operate and maintain the Landfills.
- (d) The information disclosed in response to Section 4.6 does not, in County's determination, materially adversely affect the Proposer's ability to carry out the responsibilities potentially allocated to it.

### **6.3 Qualifications Evaluation Criteria and Weighting**

Each responsive SOQ passing all of the "pass/fail" requirements set forth above will be evaluated and scored according to the criteria set forth below. The order in which the evaluation criteria appear within each category (i.e., Proposer and Personnel Description and Proposer Approach) is not an indication of weighting or importance.

#### **Proposer and Personnel Description (65 Points Maximum)**

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The background and experience of the Proposer and key personnel will be evaluated in accordance with the following criteria:

- The extent and depth of the experience of the Proposer in owning or leasing comparable assets;
- The extent and depth of the experience of the Proposer in operating, managing and maintaining comparable assets and in performing the scope of work described in this RFQ;
- The extent and depth of the experience of the Proposer in the State of California and in working with California regulatory and permitting agencies; and
- The extent and depth of experience in addressing environmental issues relating to solid waste assets, including remediation, monitoring and avoidance.

Proposer and personnel references, as well as the information provided in resumes and Section 4.6, will be used, as deemed appropriate by County, to assist in the evaluation of the Proposer and Personnel Description category.

**Proposer Approach (35 Points Maximum)**

The Proposer Approach will be evaluated in accordance with the following criteria:

- The extent to which the Proposer Approach shows a sound approach to the lease by the Proposer of the Landfills and demonstrates an understanding of:
  - The likely activities to be undertaken by the successful Proposer under the lease agreement; and
  - The current status of the Landfills and the opportunities and challenges associated with the Landfills
- The extent to which the Proposer Approach understands, considers and recognizes the County's preliminary goals; and
- The extent to which the Proposer demonstrates a focus and commitment to quality and efficient future operation and maintenance of the Landfills in accordance with applicable permits, laws and regulations.

**6.4 SOQ Evaluation Procedure**

The County anticipates utilizing an evaluation committee to review and evaluate the SOQs in accordance with the above criteria. At various times during the deliberations, the County may issue one or more requests for written clarification to the individual Proposers. The County may also schedule interviews with one or more Proposers on a one-on-one basis, for the purpose of enhancing the County's understanding of the SOQs and obtaining clarifications of the materials contained in the SOQs. The County may contact references supplied by the Proposer as well as other potential references not listed.

The County may, at any time, request additional information or clarification from the Proposer or may request the Proposer to verify or certify certain aspects of its SOQ. The scope, length and topics to be

addressed in any such response shall be prescribed by, and subject to the sole discretion of the County. At the conclusion of this process, Proposers may be required to submit written confirmation of any new information and clarifications provided during an interview. If required, follow-up interviews may be scheduled at a later date. Upon receipt of requested clarifications and additional information as described above, if any, the SOQs will be re-evaluated to include the clarifications and additional information.

Evaluations and rankings of SOQs are subject to the sole discretion of the County, the County staff and such professional and other advisors as the County may designate. The County will make the final determinations of the Shortlisted Proposers, as it deems appropriate, in its sole discretion, and in the best interests of the County.

## **6.5 RFP Procedure and Evaluation**

Shortlisted Proposers are advised that the evaluation criteria and weightings for the evaluation of the Proposals under the RFP phase may differ from the criteria set forth herein to evaluate SOQs. In addition, the rankings, scores and evaluation of the SOQs will not carry over or be used in any way in the evaluation of the Proposals.



## **SECTION 7: PUBLIC INFORMATION, ORGANIZATIONAL CONFLICTS, PROTESTS AND RESERVED RIGHTS**

### **7.1 Public Records Act**

All written correspondence, exhibits, reports, printed material, photographs, tapes, electronic disks, and other graphic and visual aids submitted to the County during this selection process, including as part of the response to this RFQ, shall become the property of the County upon their receipt by the County and will not be returned to the submitting parties. Any information submitted to the County, including information submitted with a SOQ is a public record subject to disclosure unless a specific exemption applies. At the latest, all statements of qualifications, letters of interest, and other submissions by the selected Proposer will be made public by the date on which the SOQ is docketed for consideration by the County Board of Supervisors.

In no event shall the County or any of its agents, representatives, consultants, directors, officers or employees (the "County Parties") be liable to a Proposer or Proposer team member for the disclosure of all or a portion of a SOQ submitted under this RFQ. In the event any party brings suit against any of the County Parties relating to the Public Records Act, Proposers agree to defend, indemnify and hold the County Parties harmless from and against any and all such claims and/or litigation. Such obligation will be evidenced by the Proposer's submittal of the SOQ.

If the County receives a request for public disclosure of all or any portion of a SOQ, the County will use reasonable efforts to notify the applicable Proposer of the request and give such Proposer an opportunity to assert, in writing and at its sole expense, a claimed exception under the Public Records Act or other applicable law within the time period specified in the notice issued by the County and allowed under the Public Records Act.

If a Proposer has special concerns about information which it desires to make available to the County but which it believes constitutes a trade secret, proprietary information, or other information excepted from disclosure, such responding Proposer team shall specifically and conspicuously designate that information **by placing "CONFIDENTIAL" in the header or footer of each such page affected**. Blanket designations that do not identify the specific information shall not be acceptable and may be cause for the County to treat the entire SOQ as public information. Nothing contained in this provision shall modify or amend requirements and obligations imposed on the County by the Public Records Act or other applicable law. The provisions of the Public Records Act or other laws shall control in the event of a conflict between the procedures described above and the applicable law.

All prospective Proposers should obtain and thoroughly familiarize themselves with the Public Records Act.

### **7.2 Protest Procedures**

#### **A. Applicability**

This Section 7.2 sets forth the exclusive protest remedies available with respect to this RFQ and prescribes exclusive procedures for protests regarding:

- (1) Allegations that the terms of the RFQ are wholly ambiguous, contrary to legal requirements applicable to the divestiture, or exceed the County's authority;

- (2) Disqualification of the Proposer or rejection of a SOQ without consideration; and
- (3) Shortlisting determinations.

**B. Required Early Communication for Certain Protests**

Protests concerning the issues described in Section 7.2.A(1) may be filed only after the Proposer has informally discussed the nature and basis of the protest with the County, following the procedures prescribed in this Section 7.2.B. Informal discussions shall be initiated by a written request for a one-on-one meeting delivered to the County Procurement Contact.

The written request should include an agenda for the proposed one-on-one meeting. The County will contact the Proposer as soon as practicable to discuss the nature of the allegations. If necessary to address the issues raised in a protest, the County may, in its sole discretion, make appropriate revisions to the RFQ documents by issuing addenda.

**C. Deadlines for Protests**

- (1) Protests concerning the issues described in Section 7.2.A(1) must be filed as soon as the basis for the protest is known, but no later than 10 business days after issuance of the RFQ, unless the protest relates to an Addendum to the RFQ, in which case the protest must be filed no later than 5 business days after the Addendum is issued.
- (2) Protests concerning the issues described in Section 7.2.A(2) must be filed no later than 5 business days after receipt of the notification of non-responsiveness.
- (3) Protests concerning the issues described in Section 7.2.A(3) must be filed no later than 5 business days after the earliest of the notification of the Shortlisted Proposers and the public announcement of the Shortlisted Proposers.

**D. Content of Protest**

Protests shall completely and succinctly state the grounds for protest, its legal authority, and its factual basis, and shall include all factual and legal documentation in sufficient detail to establish the merits of the protest. Statements shall be sworn and submitted under penalty of perjury.

**E. Filing of Protest**

As soon as the basis for protest is known to the Proposer, the protests shall be filed by hand delivery on or before the applicable deadline to the County Procurement Contact.

A protest must be accompanied with a cashier's check, to be held as a deposit, in the amount of \$10,000. The County may distribute the protest to any other Proposer.

**F. Comments from other Proposers**

Other Proposers may file statements in support of or in opposition to the protest within 5 business days of the filing of the protest. The County shall promptly forward copies of all such statements to the protestant. Any statements shall be sworn and submitted under penalty of perjury.

**G. Burden of Proof**

The protestant shall have the burden of proving its protest. The County may, in its sole discretion, discuss the protest with the protestant and other Proposers. No hearing will be held on the protest, unless otherwise permitted by the County, in its sole discretion. The protest shall be decided on the basis of written submissions, unless the County decides to permit a hearing, in which case, the protest will be decided on the basis of the written submissions and the hearing..

#### **H. Decision on Protest**

The County shall issue a written decision regarding the protest within 30 days after the filing of the detailed statement of protest, which time period may be extended in the County's sole discretion. If necessary to address the issues raised in a protest, the County may, in its sole discretion, make appropriate revisions to this RFQ by issuing Addenda. The written decision of the County shall be final. The procedure and time limits set forth in this Section are mandatory and are the Proposer's sole and exclusive remedy in the event of protest. Failure to comply with these procedures shall constitute a waiver of any right to further pursue the protest, including filing claim under the government claims procedures in the Government Code or other legal proceedings. Failure to strictly follow these procedures shall irrevocably and unconditionally constitute a waiver of any further rights to dispute the County's decisions and determinations made during the RFQ process.

#### **I. Protestant's Payment of Costs**

If a protest is denied, the Proposer filing the protest shall be liable for the County's costs reasonably incurred to defend against or resolve the protest, including legal and consultant fees and costs, and any damages sustained by the County as a consequence of the protest. Proposer's liability for damages shall not be limited to the \$10,000 deposit made pursuant to Section 7.2(E).

#### **J. Rights and Obligations of Proposers**

**Each Proposer, by submitting its SOQ, expressly recognizes the limitation on its rights to protest provided in this Section 7.2, and expressly waives all other rights and remedies and agrees that the decision on the protest is final and conclusive. If a Proposer disregards, disputes, or does not follow the exclusive protest remedies provided in this Section, it shall indemnify and hold the County and its officers, employees, agents, and consultants harmless from and against all liabilities, fees and costs, including legal and consultant fees and costs, and damages incurred or suffered as a result of such Proposer's actions. Each Proposer, by submitting a SOQ, shall be deemed to have irrevocably and unconditionally agreed to this indemnity obligation.**

### **7.3 Rights Reserved by the County**

The County reserves the right, in its sole and absolute discretion, to pursue any or all of the following actions in regard to this RFQ process without incurring any liability incurred by any company responding to this RFQ or participating in this RFQ process:

- Issue addenda and amend the RFQ;
- Request additional information, clarifications, and/or issue a Request for Proposals;
- Not issue a Request for Proposals.

**County of Riverside Section 7: Public Information, Organizational Conflicts, Protests and Reserved Rights**  
**Request for Qualifications (RFQ) – County Solid Waste System Landfills**

- Modify all dates set or projected in this RFQ, including extending the deadline for submitting SOQs;
- Allow for the timely correction of errors and waive minor deviations;
- Waive deficiencies in a SOQ, accept and review a non-conforming SOQ or permit clarifications or supplements to a SOQ.
- Cancel or withdraw this RFQ;
- Reject any or all SOQs because they do not fully comply with the requirements detailed in this RFQ, its attachments, addenda, amendments or clarifications, or otherwise;
- Reject incomplete SOQs; SOQs containing errors, inconsistencies, false, inaccurate or misleading information; SOQs submitted after the deadline; and/or, SOQs with other process or content errors or deficiencies;
- Reject a SOQ that is given the highest quantitative scoring in the evaluation process if it is deemed by the County not to be in the best interest of the County and its residents and businesses;
- Reject any or all submittals or portions of submittals;
- Shortlist any number of Proposers that the County sees fit and in its best interests;
- Require confirmation of information furnished by a Proposer, require additional information from a Proposer concerning its SOQ and require additional evidence of qualifications to perform as described in this RFQ.
- Seek or obtain data from any source that has the potential to improve or expand the understanding and evaluation of the responses to this RFQ.
- Appoint evaluation committees to review SOQs, make recommendations and seek the assistance of outside technical, financial, legal and other experts and consultants in SOQ evaluation.
- Add or delete Proposer responsibilities from the information contained in this RFQ or any subsequent RFP.
- Negotiate with a Proposer without being bound by any provision in its SOQ or proposal.
- Disqualify any Proposer that changes its SOQ without the County approval.
- Select a Proposer based on a combination of its qualitative and quantitative attributes;
- Select a Proposer without further discussion or negotiation;
- Select one or more Proposers and/or request additional information or conduct negotiations with one or more Proposers prior to selection;
- Negotiate changes in the services proposed and/or described in the SOQ or to incorporate programs proposed by others; and negotiate changes to agreements necessary to effect the Transaction;

- Negotiate with the successful Proposer for a later commencement date;
- Suspend and terminate purchase and sale agreement negotiations at any time, elect not to commence purchase and sale agreement negotiations with any responding Proposer and engage in negotiations with other than the highest ranked Proposer.
- Structure/negotiate a lease agreement in any manner that the County, in its sole discretion, deems necessary or advisable. If the County is unable to negotiate a lease agreement to its satisfaction with a Proposer, it may negotiate with the next highest rated Proposer, terminate this selection process and pursue other options including, but not limited to, additional solicitations relating to the County's solid waste system or exercise such other rights under provisions of applicable law as it deems appropriate.
- Issue subsequent RFQs for the same, similar, or related services at a later date;
- Take any other actions the County deems is in the best interest of the County, its residents and businesses.

Neither this RFQ nor any response thereto shall be construed by any party as an agreement of any kind between the County, Proposer(s), and other parties.

This RFQ does not obligate the County to accept any submittal, negotiate with any Proposer, award one or more agreement(s), proceed with the Transaction or proceed with the development of any project or service described in response to this RFQ. The County has no obligation to, and shall not, compensate any Proposer for its expenses incurred in preparing its SOQ, conducting any activity in connection with this RFQ process, or participating in the process described in this RFQ. All such costs shall be borne solely by each Proposer.

The County shall have the right (but not the obligation) to investigate and review any one, or each, Proposer's ability to consummate the Transaction in all respects within the County's timeframe and to perform the Scope of Transaction/Services required. Each Proposer must agree to cooperate with such investigation and review. Such cooperation by Proposer shall apply, but not be limited, to the verification of the Proposer's capability and experience in the provision of the Scope of the Transaction/Services, the Proposer's financial wherewithal and any other component of work that may be required under this RFQ.

The County, or its consultants, may conduct reference checks on Proposers that will involve contacting municipalities currently or previously served by the Proposer, as well as contacting regulatory agencies involved in oversight of Proposer's facilities and/or operations. In addition, the County or its consultants may research Proposers' past performance by reviewing litigation history, regulatory actions, highway driving records, recycling history and other information as they deem appropriate. A Proposer's submission of a SOQ shall constitute permission for and an agreement to cooperate with the County's investigation and review.

In no event shall County be bound by, or liable for, any obligations with respect to the Transaction until such time (if at all) as a lease agreement, in form and substance satisfactory to the County, has been executed and authorized by the County and, then, only to the extent set forth therein.



## **EXHIBITS**



**Exhibit 1**  
**Landfilled Tonnage Report for All Sites**  
**Fiscal Year 2011-2012**

## Yearly Tons Summary

	Days	In County				Out of County	Min	Max	Avg		Min	Max	
<b>BADLANDS</b>													
2011	155	<b>246,864.10</b>	452.54	2,281.59	1,592.67	<b>10,537.13</b>	0.12	135.54	67.98	<b>257,401.23</b>	452.66	2,347.73	1,660.65
2012	155	<b>275,377.48</b>	303.58	2,514.13	1,776.63	<b>1,210.84</b>	0.15	39.78	7.81	<b>276,588.32</b>	306.92	2,526.41	1,784.44
<b>Total for Badlands</b>													
2010	155	<b>242,241.66</b>	386.12	2,475.76	1,694.65	<b>10,747.97</b>	0.27	174.32	67.90	<b>533,839.55</b>	759.58	4,874.14	1,782.55

# Yearly Tons Summary

Days				OUT of County	Min	Max	Avg	Min	Max	Avg
<b>BLYTHE</b>										
2011 134	7,653.05	4.06	159.27	57.11	821.90	0.00	18.68	6.13	8,474.95	4.06 171.45 63.25
2012 135	10,921.00	1.52	302.10	80.90	1,294.93	0.00	29.75	9.59	12,215.93	1.52 314.15 90.49
<b>TOTAL 269</b>										
<b>7,653.05 10,921.00 18,574.05</b>										
<b>4.06 1.52 5.58</b>										
<b>159.27 302.10 461.37</b>										
<b>57.11 80.90 69.00</b>										
<b>821.90 1,294.93 2,116.83</b>										
<b>0.00 0.00 0.00</b>										
<b>18.68 29.75 5.58</b>										
<b>6.13 9.59 5.87</b>										
<b>8,474.95 12,215.93 20,690.88</b>										
<b>4.06 1.52 5.58</b>										
<b>171.45 314.15 485.60</b>										
<b>63.25 90.49 76.92</b>										
<b>07/01/2011 - 07/29/2012</b>										



## Yearly Tons Summary

Days					OUT of County	Min	Max	Avg		Min	Max	Avg
<b>DESERT CENTER</b>												
2011	1	13.43	13.43	13.43	13.43	0.00	0.00	0.00	0.00	13.43	13.43	13.43
2012	1	22.95	22.95	22.95	22.95	0.00	0.00	0.00	0.00	22.95	22.95	22.95
<b>Total for Desert Center</b>												
2		36.38	36.38	36.38	36.38	0.00	0.00	0.00	0.00	36.38	36.38	36.38
08/04/13												

jmcann

siteinfo

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 Query, Results Found for Date and Location...  
 DateRange = 07/01/2011 - 06/30/2012 AND Day(s) = Mon, Tue, Wed, Thu, Fri, Sat AND Location(s) = Badlands, Blythe, Desert Center, El Sobrante, Lamb Canyon, Mecca II, Oasis



## Yearly Tons Summary

	Days	Location	Out of County	Min	Max	Avg	Location	Min	Max	Avg	Location	Min	Max	Avg
<b>EL SOBRANTE</b>														
2011	155	<b>340,655.89</b>	481.91	2,950.42	2,197.78		<b>727,822.17</b>	1,853.27	6,709.63	4,695.63	<b>1,068,478.06</b>	2,644.51	8,951.73	6,893.41
2012	155	<b>319,308.43</b>	460.85	3,636.77	2,060.05		<b>672,853.77</b>	1,605.93	5,652.67	4,340.99	<b>992,162.20</b>	2,249.16	8,038.66	6,401.05
<b>Total for El Sobrante</b>														
<b>659,964.32</b>														
<b>6,537.19</b>														
<b>1,400,675.94</b>														
<b>4,518.31</b>														
<b>4,895.67</b>														
<b>16,990.39</b>														
<b>6,897.39</b>														

## Yearly Tons Summary

Days					OUT of County	Min	Max	Avg				
<b>LAMB CANYON</b>												
2011	155	<b>252,916.81</b>	371.15	2,158.43	1,631.72	<b>4,224.26</b>	2.30	64.28	27.25	<b>257,141.07</b>	373.45	2,187.39
2012	155	<b>254,311.74</b>	615.50	2,205.52	1,640.72	<b>4,054.74</b>	2.31	57.12	26.16	<b>258,366.48</b>	622.36	2,238.44
<b>Total for Lamb Canyon</b>												
310		<b>507,228.55</b>			<b>1,636.42</b>	<b>8,279.00</b>	<b>4.61</b>	<b>121.40</b>	<b>76.71</b>	<b>515,507.55</b>	<b>995.81</b>	<b>4,425.83</b>
7/1/2011 - 6/30/2012												

# Yearly Tons Summary

Days					Out of County	Min	Max	Avg	Calc	Max	Avg
<b>MECCA II</b>											
2011	1	0.66	0.66	0.66	0.00	0.00	0.00	0.00	0.66	0.66	0.66
2012	1	3.03	3.03	3.03	0.00	0.00	0.00	0.00	3.03	3.03	3.03
<b>Total for Mecca II</b>											
3.69 3.69 3.69 0.00 0.00 0.00 3.69 3.69 3.69											
07/01/2011 - 06/30/2012											

## Yearly Tons Summary

	Days	In County			Out of County	Min	Max	Avg	Landfilled		Max	Avg
<b>OASIS</b>												
2011	53	<b>558.51</b>	4.20	20.13	10.54	<b>0.00</b>	0.00	0.00	<b>558.51</b>	4.20	20.13	10.54
2012	52	<b>522.81</b>	4.96	16.83	10.05	<b>0.00</b>	0.00	0.00	<b>522.81</b>	4.96	16.83	10.05
<b>Total for Oasis</b>												
105		<b>1,081.32</b>	9.16	16.76		<b>0.00</b>	0.00	0.00	<b>1,081.32</b>	9.16	16.96	10.30
07/02/2011 - 07/10/2012												

\*\*\* NOTE: The In and Out-of-County totals, for the date range selected, are NOT FINALIZED, and may change later. The Total Landfilled values are final. \*\*\*

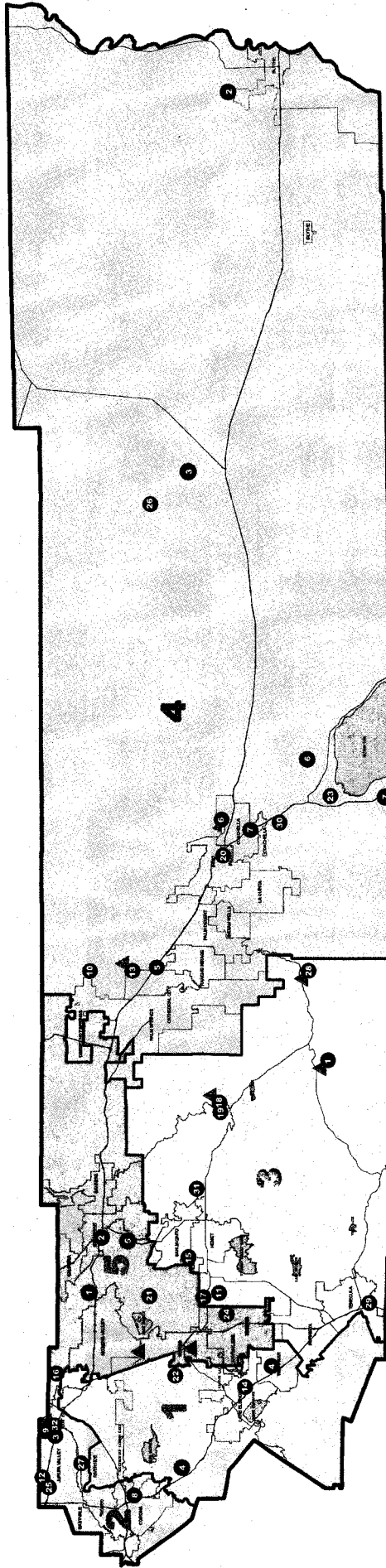
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**Exhibit 2**  
**Solid Waste Disposal Sites**  
**(List and Map)**



# Riverside County Solid Waste System



## Active Sanitary Landfills

- 1 Badlands
- 2 Blythe
- 3 Desert Center
- 4 El Sobrante
- 5 Lamb Canyon
- 6 Mecca II
- 7 Oasis

## Inactive Sanitary Landfills

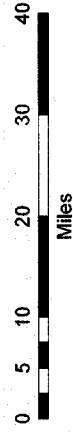
- 1 Anza
- 2 Beaumont
- 3 Belton
- 4 Bundy Canyon
- 5 Cathedral City
- 6 Coachella
- 7 Coachella (Old)
- 8 Corona
- 9 Crestmore
- 10 Desert Hot Springs
- 11 Double Butte
- 12 East County Line
- 13 Edom Hill
- 14 Elsinore
- 15 Hemet
- 16 Highgrove
- 17 Homeland
- 18 Idyllwild
- 19 Old Idyllwild
- 20 Indio
- 21 Lakeview
- 22 Mead Valley
- 23 Mecca I
- 24 Menifee
- 25 Mira Loma
- 26 Old Eagle Mountain
- 27 Pedley
- 28 Pinon Flats
- 29 Temecula
- 30 Thermal
- 31 Valle Vista
- 32 West Riverside

## Transfer/Material Recovery/Collection Centers

- 1 Anza Transfer Station
- 2 Coachella Transfer Station
- 3 Edom Hill Transfer Station
- 4 Idyllwild Transfer Station
- 5 Moreno Valley Transfer Station/Material Recovery Facility
- 6 Perris Transfer Station/Material Recovery Facility
- 7 Pinon Flats Collection Center
- 8 Robert A. Nelson Transfer Station/Material Recovery Facility

## MAP LEGEND:

- Riv. Co. Boundary
- Highways
- Supervisory Districts
- Water Body
- City Boundary



**Exhibit 3**  
**SOQ Transmittal Letter**  
**(Form A)**

**EXHIBIT 3 - FORM A  
TRANSMITTAL LETTER**

PROPOSER: \_\_\_\_\_

SOQ Date: \_\_\_\_\_

Mr. Mark Seiler  
Assistant Director  
Riverside County Purchasing Department  
2980 Washington Street  
Riverside, California 92504

The undersigned ("Proposer") submits this statement of qualifications (this "SOQ") in response to that certain Request for Qualifications dated as of [REDACTED] (as amended, the "RFQ"), issued by the County of Riverside ("County"). Initially capitalized terms not otherwise defined herein shall have the meanings set forth in the RFQ.

Enclosed, and by this reference incorporated herein and made a part of this SOQ, are the following:

**[ADD ORDER OF SUBMITTAL]**

Proposer acknowledges receipt, understanding and full consideration of all materials posted on County's website at <http://www.rivcowm.org/opencms/PublicNotices/index.html#system> with respect to the Transaction and the following addenda and sets of questions and answers to the RFQ:

*[Proposer to list any addenda to this RFQ and sets of questions and answers by dates  
and numbers prior to executing **Form A**]*

Proposer represents and warrants that it has read the RFQ and agrees to abide by the contents and terms of the RFQ and the SOQ, including, without limitation, the indemnification obligations contained in Section 7.2.

Proposer understands that the County is not bound to short-list any Proposer and may reject each SOQ that the County may receive.

Proposer further understands that all costs and expenses incurred by it in preparing this SOQ and participating in the Project divestiture process will be borne solely by the Proposer.

Proposer agrees that the County will not be responsible for any errors, omissions, inaccuracies or incomplete statements in this SOQ.

Proposer acknowledges and agrees to the protest provisions and understands that it limits Proposer's rights and remedies to protest or challenge the RFQ or any determination or short-listing thereunder.

This SOQ shall be governed by and construed in all respects according to the laws of the State of California.

Proposer's business address:

\_\_\_\_\_  
(No.) (Street) (Floor or Suite)

\_\_\_\_\_  
(City) (State or Province) (ZIP or Postal Code) (Country)

State or Country of Incorporation/Formation/Organization: \_\_\_\_\_

*[Insert appropriate signature block from following pages]*

1. Sample signature block for corporation or limited liability company:

*[Insert Proposer's name]*

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

2. Sample signature block for partnership or joint venture:

*[Insert Proposer's name]*

By: *[Insert general partner's or member's name]*

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

*[Add signatures of additional general partners or members as appropriate]*

3. Sample signature block for attorney in fact:

*[Insert Proposer's name]*

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Attorney in Fact



**Exhibit 4**  
**Information Regarding Proposer,**  
**Equity Members and Other Non-Equity Members**  
**(Form B)**



**EXHIBIT 4 - FORM B**

**INFORMATION REGARDING  
PROPOSER, EQUITY MEMBERS AND SUBCONTRACTORS**

Name of Proposer: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Year Established: \_\_\_\_\_ Individual Contact: \_\_\_\_\_

Individual's Title: \_\_\_\_\_

Firm's CEO/Chairman: \_\_\_\_\_

Federal Tax ID No. (if applicable): \_\_\_\_\_ Telephone No.: \_\_\_\_\_

North American Industry Classification Code: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Name of Official Representative (if applicable): \_\_\_\_\_

Business Organization (check one):

- ☐ Corporation (If yes, then indicate the State and Year of Incorporation.)
- ☐ Partnership (If yes, complete Sections A-C for each partner.)
- ☐ Joint Venture (If yes, complete Sections A-C for each member.)
- ☐ Limited Liability Company (If yes, complete Sections A-C for each member.)
- ☐ Other (describe)

A. Business Name: \_\_\_\_\_

B. Business Address: \_\_\_\_\_

Headquarters: \_\_\_\_\_

Office Performing Work: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

C. If the entity is a Joint Venture, Partnership or Limited Liability Company, indicate the name and role of each member firm in the space below. Complete a separate Information form (Form B) for each member firm and attach it to the SOQ. Also indicate the name and role of each other financially liable party and attach a separate form.

Name of Firm

Role

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Under penalty of perjury, I certify that the foregoing is true and correct, and that I am the firm's Official Representative:

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*[Please make additional copies of this form as needed.]*

**Exhibit 5**  
**Anti-Collusion Affidavit**  
**(Form C)**

## EXHIBIT 5 - ANTI-COLLUSION AFFIDAVIT

NONCOLLUSION DECLARATION TO BE EXECUTED BY PROPOSER AND SUBMITTED WITH SOQ

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing submittal. The submittal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The submittal is genuine and not collusive or sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham submittal. The proposer has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham submittal, or to refrain from bidding. The proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the submittal price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the submittal price, or of that of any other proposer. All statements contained in the submittal are true. The proposer has not, directly or indirectly, submitted his or her submittal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, submittal depository, or to any member or agent thereof, to effectuate a collusive or sham submittal, and has not paid, and will not pay, any person or entity for such purpose. Any person executing this declaration on behalf of a proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and

correct and that this declaration is executed on \_\_\_\_\_ [date], at

\_\_\_\_\_ [city], \_\_\_\_\_ [state].



**Riverside County**  
**Waste Management Department**

*Hans W. Kernkamp, General Manager-Chief Engineer*

**Date:** April 24, 2013

**From:** Neal Kipnis, Deputy County Counsel  
on behalf of Waste Management Department

**To:** Board of Supervisors

**Subject:** **Sole Source Procurement; Request No. 2 for Specialized Outside Counsel Services Related to RFQ for Possible Lease of County Landfills**

The below information is provided in support of Waste Management's request for approval of a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** Highly specialized legal services necessary to work on an RFQ process, as authorized by the Board of Supervisors, for possible lease of County landfills project
2. **Supplier being requested:** Nossaman LLP; Corey Boock as lead attorney.
3. **Alternative suppliers that can or might be able to provide supply/service:** None located. Mr. Boock is the attorney who organized and led similar processes for the only two other counties (San Diego and Sonoma) who have conducted similar highly complex landfill transactions.
4. **Extent of market search conducted:** County Counsel has been unable to locate any other attorneys in California with similar experience to Mr. Boock.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Mr. Boock is the only attorney in California who has guided a county through such a complicated transaction involving landfills. Nossaman, which works on many large projects for public entities such as RCTC, has the various resources needed if this project moves forward past the initial stage.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** County Counsel will assist with this matter, but does not possess staff with sufficient expertise to do this work.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** Mr. Boock's hourly rate is comparable to rates of attorneys with his level of experience working on highly complex large transactions. This is the rate he charges to other public entity clients, including RCTC. The rates for other Nossaman attorneys are similarly comparable based upon their experience and expertise.
8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No.

9. **Period of Performance:** If the Board of Supervisors approves this project to move forward, the duration of Nossaman's services may be from 18 months to over two years, depending upon the complexities of the project.

  
Neal Kipnis, Deputy County Counsel,  
on behalf of the Waste Management Department

4/25/13  
Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$200,000, plus expenses One time Annual Amount through 6-30-2014

  
Purchasing Agent

4-25-13  
Date

13-464  
Approval Number  
(Reference on Purchasing Documents)



**AGREEMENT WITH NOSSAMAN LLP  
FOR PROFESSIONAL SERVICES**

THIS AGREEMENT, with an effective date of June \_\_\_\_, 2013, is made by and between the COUNTY OF RIVERSIDE ("COUNTY") and NOSSAMAN LLP ("ATTORNEYS").

**RECITALS**

WHEREAS, the COUNTY desires to contract for specialized legal services related to COUNTY's potential Request for Proposals ("RFP") process for possible lease relating to COUNTY landfills and other waste facilities pursuant to Government Code Section 25515 et. seq. ("the landfills project"); and

WHEREAS, ATTORNEYS provide such highly specialized legal services and are uniquely qualified to perform the required services due to their legal expertise and previous work with other California counties on other similar complex projects;

WHEREAS, COUNTY desires to retain ATTORNEYS' services in connection with:

Various aspects of the landfills project, including but not limited to: work related to the required Request for Qualifications ("RFQ") and RFP; participation at Board meetings as needed; counsel and advise COUNTY staff on various project issues; assist in selection of consultants required for the project; assist to analyze responses to the RFQ and RFP; develop contracts and conduct negotiations with a selected proposer; and related future issues as they develop. The scope of work shall include, without limitation, the items reflected on Attachment A.

NOW THEREFORE, COUNTY and ATTORNEYS agree as follows:

1. **Term**. The term of this AGREEMENT shall begin immediately and continue until completion of the work described herein, unless sooner terminated.
2. **Termination**. Services performed under this AGREEMENT may be terminated in whole or in part at any time COUNTY deems such to be in its best interest, as determined by COUNTY. COUNTY shall terminate services by delivering to ATTORNEYS a written termination notice executed by COUNTY and specifying the extent to which services are terminated and the effective termination date. ATTORNEYS also shall have the right to terminate this AGREEMENT in whole in part at any time upon 10 days' written notice to COUNTY.
3. **Effect of Termination**. After receiving or delivering a termination notice and unless otherwise directed by COUNTY, ATTORNEYS shall: (1) take all steps necessary to stop

services on the date and to the extent specified in the termination notice; (2) complete services not terminated by the termination notice; (3) submit final billing for terminated services within thirty (30) days from the effective termination date; and (4) promptly submit a brief closing report advising COUNTY of the status of the matters being handled. Time and fees incurred as of the effective date of the termination, including in connection with Section 4 below, shall be compensable to ATTORNEYS using the hourly rates set forth in Section 12 and on Attachment B hereto.

4. Closing Report Upon Termination. ATTORNEYS shall deliver a closing report to COUNTY immediately after termination of services under Section 2 or Section 5 which shall include, but not be limited to: (i) a brief description of the status of all matters or projects that had been assigned to ATTORNEYS; and (ii) a discussion of COUNTY's exposure or risks and applicable law.

ATTORNEYS shall give COUNTY copies or originals, as appropriate, of all files and attorney work product for all matters on which it has been working. This includes any computerized index, computer programs and document retrieval system created or used for these matters.

5. Professional Conflict of Interest. ATTORNEYS represent and warrant that no COUNTY employee whose position in COUNTY enables him/her to influence the award of this AGREEMENT or any competing agreement, and no spouse or economic dependent of such employee is or shall be employed in any capacity by ATTORNEYS, or shall have any direct or indirect financial interest in this AGREEMENT.

Anyone who is a former employee of COUNTY at the time of execution of this AGREEMENT or who subsequently becomes affiliated with ATTORNEYS in any capacity (employee, associate or partner) shall not (i) participate in the services provided by ATTORNEYS to COUNTY; or (ii) become a partner, shareholder or otherwise share in the profits of ATTORNEYS for a period of one year from the date the former COUNTY employee left COUNTY employment.

It is possible that some of the ATTORNEYS' present or future clients will have disputes with COUNTY during the time that ATTORNEYS are representing the COUNTY. COUNTY and ATTORNEYS agree that should the situation arise where a new or existing client engages ATTORNEYS in any matter in a position adverse to COUNTY or in which COUNTY'S interest may be adversely affected, that ATTORNEYS will so advise COUNTY and upon receipt of such notice COUNTY may determine that the conflict may be waived or may determine that it is in the COUNTY'S best interest to terminate the services of ATTORNEYS. Should COUNTY determine that it is best to terminate the services of ATTORNEYS, COUNTY will notify ATTORNEYS of such decision. ATTORNEYS may then submit any outstanding invoices for payment up to the date of termination as determined by the notice from COUNTY.

Notwithstanding the foregoing, Attachment C is expressly incorporated herein.

6. ATTORNEYS' Services and Responsibilities. Upon appointment, ATTORNEYS shall provide COUNTY with the names of other professionals (partners, associates, law clerks, paralegal, etc.) who will assist in the provision of services under this AGREEMENT and the functions to be performed by each professional shall also be provided. ATTORNEYS' supervising attorney will be fully responsible for the quality of the work product. While recognizing the landfills project may become a highly complex and labor intensive matter that requires involvement by attorneys practicing in several legal disciplines, ATTORNEYS shall make efforts to appropriately minimize the number of different lawyers who work on the project. The COUNTY retains the right to approve or disapprove any and all attorney assignments, such approval not to be unreasonably withheld or delayed.

(a) Key ATTORNEYS Personnel.

- (1) ATTORNEYS' supervising attorney for this engagement shall be Corey Boock. Any change in ATTORNEYS' supervising attorney shall be first authorized in writing by COUNTY. ATTORNEYS' supervising attorney shall have full authority to act for ATTORNEYS on all daily operational matters under this AGREEMENT.
- (2) Support attorneys and paralegals shall be designated in advance by ATTORNEYS' supervising attorney.
- (3) Change in lawyer staffing shall be made only by written/email consent by COUNTY, which consent shall not be unreasonably withheld.

7. Legal Representation. ATTORNEYS shall provide COUNTY with the necessary representation by staff qualified to perform the legal tasks at the least costly billing category based upon the circumstances, complexity and level of the work to be done. ATTORNEYS' legal representation shall include, but not be limited to:

- (a) Review of all applicable files and correspondence and claims, if any, and provision of an assessment of potential liability or risks.
- (b) All legal research and review of all documents and other relevant materials.
- (c) Secretarial and clerical support services necessary to perform the legal representation in a professional manner.

ATTORNEYS shall: (i) meet with COUNTY as COUNTY requires; and (ii) provide all information and reports, including an estimate of fees for each aspect or phase of representation as deemed necessary by COUNTY. If this project develops beyond this

Agreement, the ATTORNEYS' estimate of the approximate cost to COUNTY of each following major phase for ATTORNEYS services will be critical for COUNTY.

ATTORNEYS' shall: (i) assist COUNTY in evaluation and negotiations as requested; and (ii) keep and preserve all backup documentation to support all entries included in its billings for a period of four (4) years after termination or completion of the matters for which ATTORNEYS have been retained.

8. Prior Approvals. ATTORNEYS shall obtain the prior written/email approval of COUNTY before: (i) retaining any consultant; (ii) undertaking research of more than four (4) hours on any particular issue; (iii) commencing travel on behalf of COUNTY outside the Counties of Los Angeles, Riverside, San Bernardino, or Orange.

9. Status Reports. ATTORNEYS shall provide written status reports upon request of the COUNTY.

10. Initial Agreement Amount. The initial total payable under this AGREEMENT shall not exceed \$200,000.00 plus expenses as set forth in this Agreement. This amount is intended to cover aspects of the scope of work described on Attachment A as Phase 1. COUNTY acknowledge that (i) the total remuneration under this AGREEMENT reflects an estimate and an authorized budget for the services scoped in this AGREEMENT for Phase 1; (ii) such authorized remuneration is not intended to be an estimate of fees necessary to complete all legal work for the landfills project, including any work beyond Phase 1; (iii) additional budget authorization will be required to advance the landfills project through procurement and completion; and (iv) the foregoing shall not serve as a guaranty of performance of ATTORNEYS' services for such amount or represent a cap on fees (including as it relates to Phase 1), but, rather, reflects a maximum authorized amount for which additional authorization will be required in order for ATTORNEYS to exceed.

11. Supervision of Agreement. This AGREEMENT shall be supervised on behalf of the COUNTY by Neal Kipnis, Deputy County Counsel. COUNTY Assistant CEO George Johnson and COUNTY Waste Management Department General Manager – Chief Engineer Hans Kernkamp will also provide direction to ATTORNEYS. If there is uncertainty regarding instructions given to ATTORNEYS, then ATTORNEYS shall immediately notify Mr. Kipnis.

12. Fees. The billing rate for ATTORNEYS under this AGREEMENT shall be as set forth on Attachment B. Billing rates may be subject to review and adjustment, as agreed between COUNTY and ATTORNEYS. Any rate increase other than as described in Attachment B shall require an amendment to this AGREEMENT.

13. Expenses. COUNTY shall reimburse ATTORNEYS for their actual out-of-pocket expenses but without any additional costs for having advanced the funds or for expenses generally considered as overhead already reflected in the ATTORNEYS' hourly rate.

Reimbursable ordinary expenses shall include, but not be limited to: (i) postage; (ii) messenger service; (iii) document reproduction by outside vendor; and (iv) In-house document reproduction, provided, however, that if amount charged in any one month exceeds \$500.00, prior approval of COUNTY shall be obtained.

Reimbursable extraordinary expenses shall include charges of which ATTORNEYS have obtained prior written/email approval of COUNTY. Such expenses shall include, but not be limited to: (i) consultants; (ii) travel outside the Counties of Los Angeles, Riverside, San Bernardino and Orange; (iii) investigative services; and (iv) any expense item exceeding Five Hundred Dollars (\$500.00).

Non-reimbursable expenses shall include, but not be limited to: (i) staff time or overtime for performing secretarial, clerical, or word processing functions; (ii) charges for time spent to provide necessary information for COUNTY audits or billing inquiries; (iii) charges for work performed which had not been authorized by COUNTY, which work shall be a gratuitous effort by ATTORNEYS; and (iv) mileage or travel expenses from the regular office of ATTORNEYS to the County of Riverside offices.

14. Billings and Payments. ATTORNEYS shall submit its billing statement at least quarterly, but no more frequently than monthly, in arrears, no later than the last day of the month following the month(s) for which services were rendered. The billing statements shall be submitted to:

Office of the County Counsel  
Neal Kipnis, Deputy County Counsel  
3960 Orange St., Fifth Floor  
Riverside, CA 92501  
[nkipnis@co.riverside.ca.us](mailto:nkipnis@co.riverside.ca.us)

Mr. Kipnis may also designate that the billing statements be submitted directly to another COUNTY representative.

The original of each billing statement shall have the declaration of ATTORNEYS' Supervising Attorney and shall be identified by a unique number and shall be itemized to include: (i) staffing level(s), hourly rates and specific activities for each attorney and/or paralegal; (ii) listing of each activity as a line item in a time reporting format acceptable to COUNTY with a detailed description of specific activities for each attorney and/or paralegal; (iii) total current period fees and total cumulative fees billed for each staffing level; and (iv) current period expenses and total cumulative expenses billed in itemized categories, including all invoices for disbursements paid to others.

It is the expectation of COUNTY that it will not be billed for ordinary overhead expenses, including (i) ordinary word processing; (ii) time to prepare and review billings;



and (iii) local travel expenses. Reimbursable charges would include (i) telephone calls ; (ii) express mail when deemed necessary; (iii) fax charges; (iv) photocopy charges (within industry standards); and (v) travel time and expenses at prudent levels for travel out of the southern California area, with prior authorization of COUNTY. Travel time within Southern California will only be billed in instances where ATTORNEYS, notwithstanding reasonable efforts to do so, are unable to use such time for the landfill project or other clients and where such time exceeds normal commuting time.

ATTORNEYS shall have and maintain all backup documentation to support all entries included in the monthly billing statement. Such documentation shall be in a form subject to audit and in accordance with generally accepted accounting principles. ATTORNEYS shall make such documentation available to auditors upon request and at such reasonable times and locations as may be agreed to between COUNTY and ATTORNEYS.

COUNTY shall make payment(s) for services rendered under this Agreement monthly in arrears based on the itemized billing statement(s) ATTORNEYS submit to the COUNTY. The COUNTY shall review all billing statements in accordance with COUNTY policy and standards. COUNTY shall make its best effort to process payments promptly after receiving ATTORNEYS' monthly billing statement. COUNTY shall not pay interest or finance charges on any outstanding balance(s).

15. Confidentiality. ATTORNEYS shall maintain the confidentiality of all information which it may acquire arising out of or connected with activities under this AGREEMENT in accordance with all applicable federal, State and County laws, regulations, ordinances and directives relating to confidentiality, including the Code of Professional Responsibility. ATTORNEYS shall inform all of its principals, employees and agents providing services hereunder of the confidentiality provisions of this AGREEMENT. These confidentiality obligations shall survive the termination or expiration of this AGREEMENT.

16. Communications with COUNTY. ATTORNEYS recognize that their relationship with COUNTY and its agents, employees, officers and/or representatives is subject to the attorney-client privilege and that any information acquired during the term of this AGREEMENT from or through COUNTY is confidential and privileged. ATTORNEYS warrant that they shall not disclose or use in any manner whatsoever any of the information from COUNTY and its officers, employees and agents in connection with said relationships or proceedings; provided, however, that ATTORNEYS may use such information as necessary in connection with any dispute or defense of a claim arising out of or under this AGREEMENT between COUNTY and ATTORNEYS. ATTORNEYS understand that the County Counsel is the empowered legal representative of COUNTY and its officers and employees and ATTORNEYS shall not without specific direction from the Office of the County Counsel communicate with, advise or represent the COUNTY legislative body.

17. Insurance. Without limiting or diminishing the ATTORNEY'S obligation to indemnify or hold the COUNTY harmless as set forth in this AGREEMENT, ATTORNEY shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement.

- (a) Workers' Compensation: If the ATTORNEY has employees as defined by the State of California, the ATTORNEY shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside, and, if applicable, to provide a Borrowed Servant/Alternate Employer Endorsement.
- (b) Commercial General Liability: Commercial General Liability insurance coverage, including but not limited to, premises liability, contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of ATTORNEY'S performance of its obligations hereunder. Policy shall name the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.
- (c) Vehicle Liability: If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then ATTORNEY shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds.
- (d) Professional Liability: ATTORNEY shall maintain Professional Liability Insurance providing coverage for performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If ATTORNEY'S Professional Liability

Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Agreement. Upon termination of this Agreement or the expiration or cancellation of the claims made insurance policy ATTORNEY shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also known as Tail Coverage); or, 2) Prior Dates Coverage from a new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or, 3) demonstrate through Certificates of Insurance that ATTORNEY has maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2) or 3) will continue for a period of five (5) years beyond the termination of this Agreement.

(e) General Insurance Provisions - All lines:

- (1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.
- (2) The CONTRACTOR'S insurance carrier(s) must declare its insurance self-insured retentions. If such self-insured retentions exceed \$500,000 per occurrence such retentions shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self insured retention unacceptable to the COUNTY, and at the election of the Country's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.
- (3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written

notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

- (4) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work which will add additional exposures (such as the use of aircraft, watercraft, cranes, etc.); or, the term of this Agreement, including any extensions thereof, exceeds five (5) years the COUNTY reserves the right to adjust the types of insurance required under this Agreement and the monetary limits of liability for the insurance coverage's currently required herein, if; in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.
- (5) CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.
- (6) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.
- (7) CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

18. Indemnification. ATTORNEY shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability, damage, claim or action whatsoever, to the extent arising directly out of the negligent performance of services by ATTORNEY, its officers, employees, subcontractors, agents or representatives pursuant to this Agreement,

including but not limited to property damage, bodily injury, or death. To the extent set forth above, ATTORNEY shall defend, at its sole expense, all costs and fees including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards, the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any such action or claim.

The specified insurance limits required in this Agreement shall in no way limit or circumscribe ATTORNEYS' obligations to indemnify and hold harmless the COUNTY herein from third party claims.

19. Notices. All notices and required reports shall be written and hand-delivered or mailed by first class, postage prepaid, addressed to COUNTY or ATTORNEYS at the addresses below, or at any other address COUNTY or ATTORNEYS shall provide in writing to each other:

If to COUNTY:            Neal Kipnis, Deputy County Counsel  
3960 Orange St. Fifth Floor  
Riverside, CA 92501  
[nkipnis@co.riverside.ca.us](mailto:nkipnis@co.riverside.ca.us)

Mr. Kipnis may also designate that any such notices or reports be submitted directly to another COUNTY representative.

If to ATTORNEYS:      Corey Boock  
Nossaman LLP  
777 S. Figueroa Street, 34<sup>th</sup> Floor  
Los Angeles, California 90017  
[cboock@nossaman.com](mailto:cboock@nossaman.com)

20. Assignment. No part of this AGREEMENT or any right or obligation arising from it is assignable without the written consent of COUNTY.

21. Complete Agreement. This AGREEMENT shall constitute the complete and exclusive statement of understanding between COUNTY and ATTORNEYS which supersedes all previous written or oral agreements, and all prior communications between COUNTY and ATTORNEYS relating to the subject matter of this AGREEMENT.



Dated: \_\_\_\_\_

COUNTY OF RIVERSIDE

By: \_\_\_\_\_

John Benoit, Chairman  
Board of Supervisors

Dated: 4/26/13

NOSSAMAN LLP

By: \_\_\_\_\_

Corey Boock, Partner

ATTEST:

KECIA HARPER-IHEM  
Clerk of the Board

By: \_\_\_\_\_  
Clerk

FORM APPROVED COUNTY COUNSEL

BY: \_\_\_\_\_

NEAL R. KIPNIS

DATE

## **ATTACHMENT A**

### **SCOPE OF SERVICES**

In support for a potential transaction by the County of Riverside (the “Client”) associated with its solid waste assets and system (the “Project”), the firm of Nossaman LLP will provide the following services:

#### **Phase 1: RFQ Phase**

- Assist in structuring of Project, procurement and financial approach
- Assist in developing Project management structure and approach, including providing guidance on necessary internal and external resources
- Assist in developing Project procurement schedule and Workplan
- Preparation and delivery of workshops on Project approach and options, risk issues and allocation and necessary legislation to internal staff, Client Board and other stakeholders
- Preparation and delivery of presentations, briefings and other materials to Client Board and senior staff
- Assist in drafting RFQ
- Assist in post-RFQ issuance process, including proposer workshops, proposer Q&A and document revisions (addenda)
- Assist in preparation of RFQ Evaluation Manual
- Assist with training of Client personnel and, if relevant, consultant personnel on RFQ evaluation process and procedures
- Participate in and assist with oversight of RFQ evaluation
- Other Project-related tasks directed by Client

#### **Phase 2: Internal Due Diligence and Industry Review Phase**

- Assist in development of due diligence lists and preparation for due diligence process
- Assist in internal due diligence, including assessment of the state of title of the assets, permitting issues and status, third party agreements/constraints, environmental issues and other related issues and tasks
- Assist in analysis and development of necessary legislation and implementing rules applicable to the Project
- Assist Client with the CEQA environmental process for the Project, including working with environmental consultants on applicable studies, analyses and environmental documents, reports and statements and assisting in discussions and negotiations with relevant state and federal resource agencies

- Assist in identification, assessment and allocation of project and contract risk;
- Assist in drafting of RFP and contract documents for industry review
- Coordinate with and among co-consultants, including engineering consultants and financial advisors
- Review and comment on technical provisions
- Participate in industry review process, including proposer workshops, one on one meetings, proposer Q&A and document revisions

### Phase 3 – RFP Phase

- Assist in drafting/finalization of RFP and contract documents for issuance
- Participate in post-RFP issuance procurement process, including proposer workshops, one on one meetings, proposer Q&A and document revisions (addenda)
- Assist Client with the CEQA environmental process for the Project, including working with environmental consultants on applicable studies, analyses and environmental documents, reports and statements and assisting in discussions and negotiations with relevant state and federal resource agencies
- Preparation and delivery of workshops on Project approach and options, risk issues and allocation and necessary legislation to internal staff, Client board and other stakeholders
- Preparation and delivery of presentations, briefings, agenda items, resolutions and other materials to Client Board and senior staff
- Other Project-related tasks directed by Client

### Phase 4 – Evaluation and Selection Phase

- Assist in preparation of RFP Evaluation Manual
- Assist with training of Client and, if relevant, consultant personnel on RFP evaluation process and procedures
- Participate and assist with oversight of RFP evaluation
- Assist with analysis, response and defense to any bid or proposal protests
- Assist Client with the CEQA environmental process for the Project, including working with environmental consultants on applicable studies, analyses and environmental documents, reports and statements and assisting in discussions and negotiations with relevant state and federal resource agencies
- Preparation and delivery of workshops on Project approach and options, risk issues and allocation and necessary legislation to internal staff, Client board and other stakeholders
- Preparation and delivery of presentations, briefings, agenda items, resolutions and other materials to Client Board and senior staff
- Other Project-related tasks directed by Client

#### **Phase 5 – Negotiations and Execution Phase**

- Assist with negotiations with apparent highest ranked Proposer and Contract finalization
- Assist with Contract award and execution process
- Assist Client with the CEQA environmental process for the Project, including working with environmental consultants on applicable studies, analyses and environmental documents, reports and statements and assisting in discussions and negotiations with relevant state and federal resource agencies
- Preparation and delivery of workshops on Project approach and options, risk issues and allocation and necessary legislation to internal staff, Client board and other stakeholders
- Preparation and delivery of presentations, briefings, agenda items, resolutions and other materials to Client Board and senior staff
- Other Project-related tasks directed by Client

#### **Phase 6 – Escrow Closing Phase**

- Assist with any close of escrow/financial close issues
- Assist with any CEQA-related issues impacting the Project and/or procurement
- Participate in Contract administration training workshops
- Assist with prosecution of any Contract disputes
- Preparation and delivery of workshops on Project approach and options, risk issues and allocation and necessary legislation to internal staff, Client board and other stakeholders
- Preparation and delivery of presentations, briefings, agenda items, resolutions and other materials to Client Board and senior staff
- Other Project-related tasks directed by Client

## ATTACHMENT B

### ATTORNEYS' FEES—HOURLY RATES

<b>Nossaman Team Member</b>	<b>Hourly Billing Rates</b>	<b>Nossaman Team Member</b>	<b>Hourly Billing Rates</b>
Corey Boock	\$620	Margo Bennett	\$590
Nancy Smith	\$650	Brandon Davis	\$465
Evan Caplicki	\$540	Barney Allison	\$650
Fred Kessler	\$650	Brian Papernik	\$620
Patrick Harder	\$620	Tristan Robinson	\$275
Lisa Montague	\$330	Sid Jimenez	\$335
Tae Yeon Kim	\$275	Ren Smith	\$560
Michelena Anania	\$390	Daniel Katz	\$445
Byron Gee	\$500	Elinor Eizdi	\$275
John Flynn	\$620	Carollyn Lobell	\$475
Ben Rubin	\$380	Erik Beck	\$275
Katrina Diaz	\$275	Donna Brady	\$580
Steve Roberts	\$650	David Kimport	\$560
Kevin Collins	\$485	Geoff Petrov	\$465
Other Attorneys/Paralegals/Law Clerks	Actual Rates	April Fromm (Paralegal)	\$235

The above hourly rates will remain in effect through 12/31/13. On January 1, 2014 and each successive January 1 thereafter during the term of the AGREEMENT, the foregoing rates shall be increased by approximately 5-10% in the aggregate



## ATTACHMENT C

### CONFLICT WAIVER AND ISSUES

This Attachment discloses certain information affecting the engagement of services by the COUNTY of Riverside ("COUNTY") of Nossaman LLP ("ATTORNEYS") and provides certain consents as set forth below.

The services to be provided by ATTORNEYS to COUNTY under this AGREEMENT relate to COUNTY's potential Request for Proposals ("RFP") process for possible lease of COUNTY landfills and other waste facilities pursuant to Government Code Section 25515 et. seq. and any matters related thereto (collectively, the "Project").

This Attachment is intended to address potential or actual conflicts that may arise out of work by ATTORNEYS for other clients which is more particularly described below.

ATTORNEYS are governed by specific rules relating to their representation of clients when present or potential conflicts of interest exist. ATTORNEYS owe a duty of loyalty to all of its clients, and ATTORNEYS must preserve their confidences. The provisions of the Rules applicable to the above-described situations state:

#### Rule 3-310. Avoiding the Representation of Adverse Interests.

...

(C) A member shall not, without the informed written consent of each client:

(1) Accept representation of more than one client in a matter in which the interests of the clients potentially conflict; or

(2) Accept or continue representation of more than one client in a matter in which the interests of the clients actually conflict; or

(3) Represent a client in a matter and at the same time in a separate matter accept as a client a person or entity whose interest in the first matter is adverse to the client in the first matter.

...

(E) A member shall not, without the informed written consent of the

client or former client, accept employment adverse to the client or former client where, by reason of the representation of the client or former client, the member has obtained confidential information material to the employment.

Informed written consent is also defined in the Rules, and essentially means that ATTORNEYS must inform the client of "the relevant circumstances and of the actual and reasonably foreseeable adverse consequences to the client or former client," and the client must thereafter consent in writing in order for us to proceed in the face of this conflict. Additionally, Rule 3-310(B) requires disclosure, but not consent, where a lawyer, or other lawyer in that person's firm has a legal, business, financial, professional or personal relationship with a person or entity adverse to the proposed representation.

#### Other Client Representations

As ATTORNEYS have indicated in prior discussions, we regularly represent land developers and property owners in Riverside County. ATTORNEYS also have advised COUNTY of its representation of transportation agencies with which COUNTY does or may have certain dealings or relationships, including, without limitation, the Orange County TCAs, OCTA, RCTC, SANBAG, LA Metro and Caltrans.

In preparation of this Attachment, ATTORNEYS have re-checked its conflicts database and assembled a list of clients which ATTORNEYS represent in various matters involving or that may involve COUNTY. Attachment 1 to this Attachment provides some information regarding these clients. In addition, ATTORNEYS may enter into engagements with other clients in the future that involve COUNTY. As discussed below, ATTORNEYS concurrent representation of COUNTY and such other entities may present a conflict of interest under the California Rules of Professional Conduct (the "Rules"). The purpose of this Attachment is to obtain informed written consent from COUNTY regarding such conflicts of interest.

ATTORNEYS' services to other clients which are adverse (or potentially adverse) to COUNTY fall into two main categories: (1) representation of public agencies as their general counsel, including any matters that may be adverse to COUNTY or COUNTY-related agencies or districts, and (2) representation of public and private parties in connection with specific projects or transactions involving or that may involve COUNTY or COUNTY-related agencies or districts, including (i) obtaining funding administered by COUNTY or COUNTY-related agencies or districts, (ii) obtaining permits, land use entitlements and approvals from or involving COUNTY or COUNTY-related agencies or districts or districts, (iii) challenging or litigating matters arising out of permits, land use entitlements and approvals, disapprovals, modifications or denials of the same involving

COUNTY or COUNTY-related agencies or districts; (iv) condemnation and inverse condemnation matters involving COUNTY or COUNTY-related agencies or districts, (v) entering into and administering intergovernmental agreements for various matters, and (vi) other matters. As an example, given the Project's assets, other agencies noted above may have some involvement with the Project. ATTORNEYS do not anticipate that they would have any material role in this inter-agency interaction and that such activities would be handled by County Counsel.

Attachment C-1 identifies agencies for which ATTORNEYS currently act as general counsel which may interact with COUNTY or COUNTY-related agencies or districts, and Attachment C-2 identifies current clients which ATTORNEYS represent with respect to various projects or transactions involving or that may involve COUNTY or COUNTY-related agencies or districts. It should be noted that, as general counsel to the agencies identified in Attachment C-1, ATTORNEYS could at any time be called upon to represent those agencies in litigation to which COUNTY is also a party. In addition, any of the matters identified in Attachment C-2 could lead to litigation in which case ATTORNEYS may be asked to represent its existing client in such litigation. Generally, ATTORNEYS do not believe that, short of litigation, the land use and entitlement-related matters set forth on Attachment C-2 constitute conflicts of interest, but, in the interest of maximum disclosure, have provided this information to COUNTY to avoid later confusion or concern.

With regard to the clients and matters identified in Attachments C-1 and C-2, for the most part, the services we will provide to COUNTY and ATTORNEYS' other clients appear unlikely to present a conflict under Rule 3-310(E). However, all of the matters that do or may involve conflicts of interest, as well as future matters for these clients or for other clients involving COUNTY, require informed written consent from COUNTY under Rule 3-310(C)(3) and/or Rule 3-310(E).

ATTORNEYS request that COUNTY acknowledge and consent to the following:

1. ATTORNEYS continued and future representation of the entities named on Attachments C-1 and C-2 on existing and future matters that may be or are adverse to COUNTY or COUNTY-related agencies or districts, including in connection with future litigation adverse to COUNTY or COUNTY-related agencies or districts. COUNTY hereby consents to such an arrangement and waives any conflicts regarding that arrangement.

2. COUNTY will not assert a conflict of interest with the entities named on Attachments C-1 and C-2 or seek to disqualify ATTORNEYS from representing those entities, notwithstanding any adversity that may develop, including in connection with future litigation adverse to COUNTY or COUNTY-related agencies or districts.

3. ATTORNEYS have the right to represent other property owners, land developers and other public and private entities not identified in Attachment C in land use entitlement, permitting and approval matters that involve or may involve COUNTY or COUNTY-related agencies or districts. As noted above, we do not believe these matters constitute conflicts of interest, but, in the interest of maximum disclosure, have provided this information to COUNTY to avoid later confusion or concern.

4. ATTORNEYS have the right to represent public agencies for which it acts as general counsel, as set forth on Attachment C-1, in litigation adverse to COUNTY or COUNTY-related agencies or districts. COUNTY hereby consents to such an arrangement and waives any conflicts regarding that arrangement.

5. ATTORNEYS have the right to represent public agencies, property owners not identified in Attachment C and other public and private entities in condemnation, land use entitlement disputes, other litigation proceedings and adjudications and transactional matters arising out of current and future projects of COUNTY or COUNTY-related agencies or districts, subject to the obligation to provide notification, and provided further that ATTORNEYS will not accept any such engagement that is directly connected with the landfills project, unless prior written consent is obtained from all affected parties.

6. For purposes of this representation, ATTORNEYS' client shall be COUNTY and not any others whose interests it may represent, including, without limitation, any incorporated or constituent city located in the County of Riverside. By undertaking a representation of COUNTY, ATTORNEYS shall not be precluded from separately representing any other entity whose interests it may represent, including, without limitation, any incorporated or constituent city located in the County of Riverside or from representing clients or taking positions that may be adverse to the interests of any entity whose interests it may represent, including, without limitation, any incorporated or constituent city located in the County of Riverside or their respective matters and projects. Such representations shall not be considered adverse or require any further consent or waiver from the COUNTY or any of its individual member agencies. COUNTY agrees that it will discuss only COUNTY business with ATTORNEYS and not share the confidences of its individual member agencies with ATTORNEYS. There is no attorney-client relationship between ATTORNEYS and any such individual member agency. The attorney-client privilege is solely between COUNTY and ATTORNEYS. Any proposed expansion of the representation to include any individual member agency shall be subject to and contingent upon execution of an engagement letter between ATTORNEYS and those entities.

**Accordingly, COUNTY signifies its informed written consent by signing and returning this AGREEMENT with this Attachment.**



**Attachment C-1 – General Counsel Representation**

<b>NOSSAMAN CLIENT</b>	<b>DESCRIPTION OF MATTER</b>
Foothill/Eastern Transportation Corridor Agency / San Joaquin Hills Transportation Corridor Agency	<i>Nossaman is general counsel to the Orange County Toll Road Agencies and represents them in their dealings with all other public agencies, including litigation matters.</i>
Exposition Metro Line Construction Authority.	<i>Nossaman is general counsel to the agency and represents it in its dealings with all other public agencies, including litigation matters. Current projects include Phase 1 - Downtown Los Angeles to Culver City and Phase 2 - Culver City to Santa Monica.</i>

**Attachment C-2 – Other Clients/Matters**

<b>NOSSAMAN CLIENT</b>	<b>DESCRIPTION OF MATTER</b>
San Bernardino County Transportation Authority	<i>Nossaman represents SBCTA in connection with various bond and public finance transactions.</i>
Riverside County Transportation Commission	<i>Nossaman represents RCTC in connection with its tolling and public-public partnership program, particularly in the areas of procurement, innovative finance and delivery of such projects. Specific projects currently include the SR-91 Express Lanes extension and the I-15 HOT Lanes project.</i>
San Bernardino Associated Governments.	<i>Nossaman represents SANBAG in connection with its tolling, public-private partnership and public-public partnership program, particularly in the areas of innovative finance and delivery of such projects. Nossaman also represents SANBAG in eminent domain projects relating to the SBX bus rapid transit project and the downtown rail project.</i>
Orange County Transportation Authority	<i>Nossaman represents OCTA with regard to certain matters relating to the SR-91 project, with regard to the I-405 project, with regard to certain funding and bond issues, and with regard to its design-build contracts (including the SR-22 and transit-related matters).</i>
Southern California Regional Rail Authority	<i>Nossaman represents Metrolink with regard to certain projects throughout Southern California involving project development and construction and alternative project delivery, such as design-build.</i>
Los Angeles to Pasadena Metro Blue Line Authority	<i>Nossaman represents the “Gold Line” with regard to certain projects throughout Southern California involving project development and construction and alternative project delivery, such as design-build</i>

Los Angeles County Metropolitan Transportation Authority	<i>Nossaman represents LA Metro in connection with its tolling and public-public partnership program, particularly in the areas of procurement, procurement, innovative finance and delivery of such projects. Specific projects currently include the Accelerated Regional Transportation Improvements Project, I-710 South Freight Corridor, SR-710 North Extension Tunnel, Sepulveda Pass Corridor, congestion pricing, project development and construction and alternative project delivery, such as design-build.</i>
High Desert Corridor Joint Powers Authority	<i>Nossaman represents the High Desert Corridor JPA in connection with the High Desert Corridor project, particularly in the areas of procurement, innovative finance and delivery of such projects.</i>
Brookfield Land & Development and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Steven H. Christensen Trust and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Sunrise Company and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Banning Land Fund and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Brookfield Homes and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>

Lennar Corp/ Lennar Multifamily and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Van Daele Homes and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Wind Energy Partnership and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Bill Adams and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Brad Adams and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Whitewater Development Corporation and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Whitewater Energy Corporation and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
San Gorgonio Farms, Inc. and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Pacific Diversified and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding</i>

	<i>the same</i>
Centex Homes and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Aqua Caliente Band of Cahuilla Indians and related companies and ventures	<i>Land use, entitlement, environmental, permitting and related matters, including potential litigation and challenges regarding the same</i>
Sprint and Sprint-related and corporate entities	<i>Nossaman represents Sprint and Sprint-related and corporate entities in connection with telecommunication facilities within Riverside County, including other telecommunication facilities. Such work includes negotiating site leases and licenses; seeking zoning and other land use approvals, entitlements, variances and permitting; appearing in administrative and regulatory hearing regarding such facilities and sites and litigation matters relating to the foregoing, including, without limitation, appeals relating to denials of zoning and other land use approvals, entitlement, permit and variances and condemnation and inverse condemnation matters relating to such facilities and sites.</i>
T-Mobile and T-Mobile-related and corporate entities	<i>Nossaman represents T-Mobile and T-Mobile-related and corporate entities in connection with telecommunication facilities within Riverside County, including cell phone towers, transmitters and other telecommunication facilities. Such work includes negotiating site leases and licenses; seeking zoning and other land use approvals, entitlements, variances and permitting; appearing in administrative and regulatory hearing regarding such facilities and sites and litigation matters relating to the foregoing, including, without limitation, appeals relating to denials of zoning and other land use approvals,</i>



	<i>entitlement, permit and variances and condemnation and inverse condemnation matters relating to such facilities and sites.</i>



**Riverside County  
Waste Management Department**

*Hans W. Kernkamp, General Manager-Chief Engineer*

**Date:** May 22, 2013

**From:** Hans Kernkamp, General Manager – Chief Engineer      **Dept.** Waste Management

**To:** Board of Supervisors

**Via:** John Farrar, Administrative Assistant


**Subject:** **Sole Source Procurement; Request for Approval to Obtain Consulting Services  
Related to RFQ for Possible Lease of County Landfills**

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** Solid Waste Consulting Services Related to RFQ for Possible Lease of County Landfills
2. **Supplier being requested:** HF&H, LLC
3. **Alternative suppliers that can or might be able to provide supply/service:** While there are other qualified consulting firms in the industry, HF&H is uniquely qualified to assist the County since, through a competitively bid RFP, HF&H was awarded the contract to prepare the Solid Waste System Study and the draft RFQ.
4. **Extent of market search conducted:** None
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** HF&H has extensive regional knowledge and experience, representing only public agencies in Southern California. Through a competitively bid RFP, HF&H was awarded the contract by Riverside County to study the landfill system, provide an extensive estimated valuation of the County's landfills and prepare a RFQ to seek qualified firms. Coupled with previous work performed for Riverside County in 2006 and in the 1990's, HF&H is knowledgeable and familiar with the Riverside County waste system.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** County staff will assist with the analysis of RFQ responses, but HF&H has a unique regional perspective by virtue of their extensive experience working with Southern California jurisdictions on solid waste issues.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** HF&H's hourly rates are comparable with similar consulting firms, and they were previously awarded the Solid Waste System Study contract under a competitive process.
8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No.

**Period of Performance:** Service time may vary, but total project duration shall not extend beyond June 30, 2014, and cost shall not exceed \$50,000.00.

*(Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.)*

 5/22/13  
Department Head Signature / Hans W. Kernkamp Date

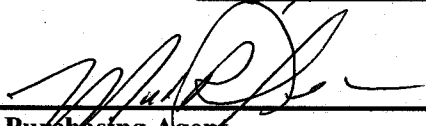
Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$ 50,000 One time ☒ Annual Amount through 6-30-2014

 13-501  
Purchasing Agent Date Approval Number  
(Reference on Purchasing Documents)

**PROFESSIONAL SERVICE AGREEMENT**

**for**

**RIVERSIDE COUNTY SOLID WASTE FACILITIES**

**between**

**COUNTY OF RIVERSIDE**

**and**

**HF&H CONSULTANTS, LLC**



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This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_, 2013, by and between HF&H Consultants, LLC (herein referred to as "CONTRACTOR"), and the COUNTY OF RIVERSIDE, a political subdivision of the State of California, (herein referred to as "COUNTY"). The parties agree as follows:

**1. Description of Services**

1.1 CONTRACTOR shall provide all services as outlined and specified in Exhibit A, Scope of Services, consisting of one (1) page at the prices stated in Exhibit B, Payment Provisions, consisting of one (1) page.

1.2 CONTRACTOR represents that it has the skills, experience and knowledge necessary to fully and adequately perform under this Agreement and the COUNTY relies upon this representation. CONTRACTOR shall perform to the satisfaction of the COUNTY and in conformance to and consistent with the highest standards of firms/professionals in the same discipline in the State of California.

1.3 CONTRACTOR affirms this it is fully apprised of all of the work to be performed under this Agreement; and the CONTRACTOR agrees it can properly perform this work at the prices stated in Exhibit B. CONTRACTOR is not to perform services or provide products outside of the Agreement.

1.4 Acceptance by the COUNTY of the CONTRACTOR's performance under this Agreement does not operate as a release of CONTRACTOR's responsibility for full compliance with the terms of this Agreement.

**2. Period of Performance**

2.1 This Agreement shall be effective upon signature of this Agreement by both parties and continue in effect to June 30, 2014, unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter.

**3. Compensation**

3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided and expenses incurred in accordance with the terms of Exhibit B, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed fifty thousand dollars (\$50,000), with expenses listed in Exhibit B. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any of CONTRACTOR's expenses related to this Agreement.

**3.2** No price increases will be permitted during the first year of this Agreement. All price decreases (for example, if CONTRACTOR offers lower prices to another governmental entity) will automatically be extended to the COUNTY. The COUNTY requires written proof satisfactory to COUNTY of cost increases prior to any approved price adjustment. After the first year of the award, a minimum of 30-days advance notice in writing is required to be considered and approved by COUNTY. No retroactive price adjustments will be considered. Any price increases must be stated in a written amendment to this Agreement. The net dollar amount of profit will remain firm during the period of the Agreement. Annual increases shall not exceed the Consumer Price Index- All Consumers, All Items - Greater Los Angeles, Riverside and Orange County areas of solid system waste study and be subject to satisfactory performance review by the COUNTY and approved (if needed) for budget funding by the Board of Supervisors.

**3.3** CONTRACTOR shall be paid only in accordance with an invoice submitted to COUNTY by CONTRACTOR within fifteen (15) days from the last day of each calendar month, and COUNTY shall pay the invoice within thirty (30) working days from the date of receipt of the invoice. Payment shall be made to CONTRACTOR only after services have been rendered or delivery of materials or products, and acceptance has been made by COUNTY. Prepare invoices in duplicate. For this Agreement, send the original and duplicate copies of invoices to:

Riverside County Waste Management Department  
Attn: Hans Kernkamp  
14310 Frederick Street  
Moreno Valley, CA 92553

- a) Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; bill-to and ship-to addresses of ordering department/division; Agreement number (WMARC-92551-001-12/13); quantities; item descriptions, unit prices, extensions, sales/use tax if applicable, and an invoice total.
- b) Invoices shall be rendered monthly in arrears.

**3.4** The COUNTY obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of COUNTY funding from which payment can be made. No legal liability on the part of the COUNTY shall arise for payment beyond June 30 of each calendar year unless funds are made available for such payment. In the event that such funds are not forthcoming for any reason, COUNTY shall immediately notify CONTRACTOR in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

**4. Alteration or Changes to the Agreement**

**4.1** The Board of Supervisors and the COUNTY Purchasing Agent and/or his designee is the only authorized COUNTY representatives who may at any time, by written order, alter this Agreement. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by written amendment accordingly.

**4.2** Any claim by the CONTRACTOR for additional payment related to this Agreement shall be made in writing by the CONTRACTOR within 30 days of when the CONTRACTOR has or should have notice of any actual or claimed change in the work, which results in additional and unanticipated cost to the CONTRACTOR. If the COUNTY Purchasing Agent decides that the facts provide sufficient justification, he may authorize additional payment to the CONTRACTOR pursuant to the claim. Nothing in this section shall excuse the CONTRACTOR from proceeding with performance of the Agreement even if there has been a change.

**5. Termination**

**5.1.** COUNTY may terminate this Agreement without cause upon 30 days written notice served upon the CONTRACTOR stating the extent and effective date of termination.

**5.2** COUNTY may, upon five (5) days written notice, terminate this Agreement for CONTRACTOR's default, if CONTRACTOR refuses or fails to comply with the terms of this Agreement or fails to make progress to endanger performance and does not immediately cure such failure. In the event of such termination, the COUNTY may proceed with the work in any manner deemed proper by COUNTY.

**5.3** After receipt of the notice of termination, CONTRACTOR shall:

- (a) Stop all work under this Agreement on the date specified in the notice of termination; and
- (b) Transfer to COUNTY and deliver in the manner as directed by COUNTY any materials, reports or other products, which, if the Agreement had been completed or continued, would have been required to be furnished to COUNTY.

**5.4** After termination, COUNTY shall make payment only for CONTRACTOR's performance up to the date of termination in accordance with this Agreement and at the rates set forth in Exhibit B.

**5.5** CONTRACTOR's rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by CONTRACTOR; or in the event of CONTRACTOR's unwillingness or inability for any reason whatsoever

to perform the terms of this Agreement. In such event, CONTRACTOR shall not be entitled to any further compensation under this Agreement.

**5.6** The rights and remedies of COUNTY provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

**6. Ownership/Use of Contract Materials and Products**

The CONTRACTOR agrees that all materials, reports or products in any form, including electronic, created by CONTRACTOR for which CONTRACTOR has been compensated by COUNTY pursuant to this Agreement shall be the sole property of the COUNTY; and may be used by the COUNTY for any purpose COUNTY deems to be appropriate, including, but not limit to, duplication and/or distribution within the COUNTY or to third parties. CONTRACTOR agrees not to release or circulate in whole or part such materials, reports or products without prior written authorization of the COUNTY.

**7. Conduct of Contractor**

**7.1** The CONTRACTOR covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR's performance under this Agreement. The CONTRACTOR further covenants that no person or subcontractor having any such interest shall be employed or retained by CONTRACTOR under this Agreement. The CONTRACTOR agrees to inform the COUNTY of all the CONTRACTOR's interests, if any, which are or may be perceived as incompatible with the COUNTY's interests.

**7.2** The CONTRACTOR shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONTRACTOR is doing business or proposing to do business, in accomplishing the work under this Agreement.

**7.3** The CONTRACTOR or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to COUNTY employees.

**8. Inspection of Service; Quality Control/Assurance**

**8.1** All performance (which includes services, workmanship, materials, supplies and equipment furnished or utilized in the performance of this Agreement) shall be subject to inspection and test by the COUNTY or other regulatory agencies at all times. The CONTRACTOR shall provide adequate cooperation to any inspector or other COUNTY representative to permit him/her to determine the

CONTRACTOR's conformity with the terms of this Agreement. If any services performed or products provided by CONTRACTOR are not in conformance with the terms of this Agreement, the COUNTY shall have the right to require the CONTRACTOR to perform the services or provide the products in conformance with the terms of the Agreement at no additional cost to the COUNTY. When the services to be performed or the products to be provided are of such nature that the difference cannot be corrected, the COUNTY shall have the right to: (1) require the CONTRACTOR immediately to take all necessary steps to ensure future performance in conformity with the terms of the Agreement; and/or (2) reduce the Agreement price to reflect the reduced value of the services performed or products provided. The COUNTY may also terminate this Agreement for default and charge to CONTRACTOR any costs incurred by the COUNTY because of the CONTRACTOR's failure to perform.

**8.2** CONTRACTOR shall establish adequate procedures for self-monitoring and quality control and assurance to ensure proper performance under this Agreement; and shall permit a COUNTY representative or other regulatory official to monitor, assess or evaluate CONTRACTOR's performance under this Agreement at any time upon reasonable notice to CONTRACTOR.

**9. Independent Contractor**

The CONTRACTOR is, for purposes relating to this Agreement, an independent contractor and shall not be deemed an employee of the COUNTY. It is expressly understood and agreed that the CONTRACTOR (including its employees, agents and subcontractors) shall in no event be entitled to any benefits to which COUNTY employees are entitled, including but not limited to overtime, any retirement benefits, worker's compensation benefits, and injury leave or other leave benefits. There shall be no employer-employee relationship between the parties; and CONTRACTOR shall hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by a third party that an employer-employee relationship exists by reason of this Agreement. It is further understood and agreed by the parties that CONTRACTOR in the performance of this Agreement is subject to the control or direction of COUNTY merely as to the results to be accomplished and not as to the means and methods for accomplishing the results.

**10. Subcontract for Work or Services**

No contract shall be made by the CONTRACTOR with any other party for furnishing any of the work or services under this Agreement without the prior written approval of the COUNTY; but this provision shall not require the approval of contracts of employment between the CONTRACTOR and



personnel assigned under this Agreement, or for parties named in the proposal and agreed to under this Agreement.

## **11. Disputes**

**11.1** The parties shall attempt to resolve any disputes amicably at the working level. If that is not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement, which is not resolved by the parties, shall be decided by the COUNTY's Purchasing Department's Compliance Contract Officer who shall furnish the decision in writing. The decision of the COUNTY's Compliance Contract Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith. The CONTRACTOR shall proceed diligently with the performance of this Agreement pending the resolution of a dispute.

**11.2** Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

## **12. Licensing and Permits**

CONTRACTOR shall comply with all State or other licensing requirements, including but not limited to the provisions of Chapter 9 of Division 3 of the Business and Professions Code. All licensing requirements shall be met at the time proposals are submitted to the COUNTY. CONTRACTOR warrants that it has all necessary permits, approvals, certificates, waivers and exemptions necessary for performance of this Agreement as required by the laws and regulations of the United States, the State of California, the County of Riverside and all other governmental agencies with jurisdiction, and shall maintain these throughout the term of this Agreement.

## **13. Use By Other Political Entities**

The CONTRACTOR agrees to extend the same pricing, terms and conditions as stated in this Agreement to each and every political entity, special district, and related non-profit entity in Riverside County. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the CONTRACTOR; and COUNTY shall in no way be responsible to CONTRACTOR for other entities' purchases.

**14. Non-Discrimination**

CONTRACTOR shall not be discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code 12900 et. seq), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. S1210 et seq.) and all other applicable laws or regulations.

**15. Records and Documents**

CONTRACTOR shall make available, upon written request by any duly authorized Federal, State or COUNTY agency, a copy of this Agreement and such books, documents and records as are necessary to certify the nature and extent of the CONTRACTOR's costs related to this Agreement. All such books, documents and records shall be maintained by CONTRACTOR for at least five years following completion of this Agreement and be available for audit by the COUNTY. CONTRACTOR shall provide to the COUNTY reports and information related to this Agreement as requested by COUNTY.

**16. Confidentiality**

**16.1** The CONTRACTOR shall not use for personal gain or make other improper use of privileged or confidential information which is acquired in connection with this Agreement. The term "privileged or confidential information" includes but is not limited to: unpublished or sensitive technological or scientific information; medical, personnel, or security records; anticipated material requirements or pricing/purchasing actions; COUNTY information or data which is not subject to public disclosure; COUNTY operational procedures; and knowledge of selection of contractors, subcontractors or suppliers in advance of official announcement.

**16.2** The CONTRACTOR shall protect from unauthorized disclosure names and other identifying information concerning persons receiving services pursuant to this Agreement, except for general statistical information not identifying any person. The CONTRACTOR shall not use such information for any purpose other than carrying out the CONTRACTOR's obligations under this Agreement. The CONTRACTOR shall promptly transmit to the COUNTY all third party requests for disclosure of such information. The CONTRACTOR shall not disclose, except as otherwise specifically permitted by this Agreement or authorized in advance in writing by the COUNTY, any such information to anyone other than

the COUNTY. For purposes of this paragraph, identity shall include, but not be limited to, name, identifying number, symbol, or other identifying particular assigned to the individual, such as finger or voice print or a photograph.

**17. Administration/Contract Liaison**

The COUNTY Purchasing Agent, or designee, shall administer this Agreement on behalf of the COUNTY. The Purchasing Department is to serve as the liaison with CONTRACTOR in connection with this Agreement.

**18. Notices**

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

**COUNTY OF RIVERSIDE**

Executive Office  
Mr. Jay Orr, CEO  
4080 Lemon Street, 4<sup>th</sup> floor  
Riverside, CA 92501

Riverside County Waste Management  
Mr. Hans Kernkamp, General Manager—Chief Engineer  
14310 Frederick Street  
Moreno Valley, CA 92553

Purchasing and Fleet Services  
Mr. Mark Seiler, Assistant Director  
2980 Washington Street  
Riverside, CA 92504

**CONTRACTOR**

HF&H Consultants, LLC.  
Mr. Laith B. Ezzet, Senior Vice President  
19200 Von Karman Avenue, Suite 360  
Irvine, CA 92612

**19. Force Majeure**

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control, and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

**20. EDD Reporting Requirements**

In order to comply with child support enforcement requirements of the State of California, the COUNTY may be required to submit a Report of Independent Contractor(s) form **DE 542** to the Employment Development Department. The CONTRACTOR agrees to furnish the required data and RFP#

certifications to the COUNTY within 10 days of notification of award of Agreement when required by the EDD. This data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders. Failure of the CONTRACTOR to timely submit the data and/or certificates required may result in the contract being awarded to another contractor. In the event a contract has been issued, failure of the CONTRACTOR to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignments Orders and Notices of Assignment shall constitute a material breach of Agreement. If CONTRACTOR has any questions concerning this reporting requirement, please call (916) 657-0529. CONTRACTOR should also contact its local Employment Tax Customer Service Office listed in the telephone directory in the State Government section under "Employment Development Department" or access their Internet site at [www.edd.ca.gov](http://www.edd.ca.gov).

## **21. Hold Harmless/Indemnification**

**21.1** CONTRACTOR shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability whatsoever, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever arising from the performance of CONTRACTOR, its officers, employees, subcontractors, agents or representatives Indemnitors from this Agreement. CONTRACTOR shall defend, at its sole expense, all costs and fees including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions.

**21.2** With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR'S indemnification to Indemnitees as set forth herein. CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim involved.

**21.3** The specified insurance limits required in this Agreement shall in no way limit or circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

**21.4** In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the CONTRACTOR from indemnifying the Indemnitees to the fullest extent allowed by law.

**21.5** CONTRACTOR's indemnification obligations shall also apply to any action or claim regarding actual or alleged intellectual property infringement related to any material or product provided to COUNTY pursuant to this Agreement. In the event of any such action or claim, CONTRACTOR shall provide immediate notice to COUNTY of the action or claim. CONTRACTOR may defend or settle the action or claim as CONTRACTOR deems appropriate; however, CONTRACTOR shall be required to obtain for COUNTY the right to continue to use the material or product (or a similar non-infringing material or product with the same function) on terms identical to those stated in this Agreement.

**22. Insurance**

**22.1** Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the COUNTY harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds.

**22.2 Workers' Compensation:** If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of the County of Riverside.

**22.3 Commercial General Liability:** Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined



single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

**22.4 Vehicle Liability:** If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then CONTRACTOR shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the COUNTY as Additional Insureds.

**22.5 Professional Liability:** Contractor shall maintain Professional Liability Insurance providing coverage for the Contractor's performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If Contractor's Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Agreement and CONTRACTOR shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also, known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that CONTRACTOR has Maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2), or 3) will continue as long as the law allows.

**22.6 General Insurance Provisions - All lines:**

1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) The CONTRACTOR must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceed \$500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies

of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. *CONTRACTOR shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.*

4) It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

6) CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

7) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.

8) CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

**23. General**

**23.1** CONTRACTOR shall not delegate or assign any interest in this Agreement, whether by operation of law or otherwise, without the prior written consent of COUNTY. Any attempt to delegate or assign any interest herein shall be deemed void and of no force or effect.

**23.2** Any waiver by COUNTY of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term of this Agreement. Failure on the part of COUNTY to require exact, full and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms or preventing COUNTY from enforcement of the terms of this Agreement.

**23.3** In the event the CONTRACTOR receives payment under this Agreement, which is later disallowed by COUNTY for nonconformance with the terms of the Agreement, the CONTRACTOR shall promptly refund the disallowed amount to the COUNTY on request; or at its option the COUNTY may offset the amount disallowed from any payment due to the CONTRACTOR.

**23.4** CONTRACTOR shall not provide partial delivery or shipment of services or products unless specifically stated in the Agreement.

**23.5** CONTRACTOR shall not provide any services or products subject to any chattel mortgage or under a conditional sales contract or other agreement by which an interest is retained by a third party. The CONTRACTOR warrants that it has good title to all materials or products used by CONTRACTOR or provided to COUNTY pursuant to this Agreement, free from all liens, claims or encumbrances.

**23.6** Nothing in this Agreement shall prohibit the COUNTY from acquiring the same type or equivalent equipment, products, materials or services from other sources, when deemed by the COUNTY to be in its best interest. The COUNTY reserves the right to purchase more or less than the quantities specified in this Agreement.

**23.7** The COUNTY agrees to cooperate with the CONTRACTOR in the CONTRACTOR's performance under this Agreement, including, if stated in the Agreement, providing the CONTRACTOR with reasonable facilities and timely access to COUNTY data, information, and personnel.

**23.8** CONTRACTOR shall comply with all applicable Federal, State and local laws and regulations. CONTRACTOR will comply with all applicable COUNTY policies and procedures. In the event that there is a conflict between the various laws or regulations that may apply, the CONTRACTOR shall comply with the more restrictive law or regulation.

**23.9** CONTRACTOR shall comply with all air pollution control, water pollution, safety and health ordinances, statutes, or regulations, which apply to performance under this Agreement.

**23.10** CONTRACTOR shall comply with all requirements of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor and the State of California (Cal/OSHA).

**23.11** This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

**23.12** This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

**COUNTY:**

Board of Supervisors  
County Administration Center  
4080 Lemon Street, 5<sup>th</sup> Floor  
Riverside, CA 92501

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: Chairman of Board of Supervisors

Dated: \_\_\_\_\_

County Counsel Approval:

\_\_\_\_\_  
*plest Ann 5/24/13*

**CONTRACTOR:**

HF&H Consultants, LLC.  
19200 Von Karman Avenue, Suite 360  
Irvine, CA 92612

Signature: \_\_\_\_\_  
*Laith Ezzet*

Print Name: Laith Ezzet

Title: Senior Vice-President

Dated: 5/20/2013

Clerk of the Board:

\_\_\_\_\_

**EXHIBIT A**  
**REQUIRED SCOPE OF SERVICE**

**1. Background**

On February 26, 2013 the Riverside County Board of Supervisors requested County staff to proceed with development of a Request for Qualifications (RFQ) for lease of the Riverside County landfill system. HF&H was subsequently retained to provide strategic advice and support to the County in connection with development of the RFQ. County staff plans to present the draft RFQ to the Board of Supervisors in early June 2013 and has requested HF&H to assist in the review of the responses.

**2. Scope of Work**

The scope of work may include some or all of the following activities as may be requested by County staff, up to the limit of the available study funding:

- a. Assisting the County respond to proposer inquiries during the pre-proposal period, and attending the pre-proposal meeting.
- b. Reviewing and analyzing the strategic issues contained in the initial written responses to the RFQ submitted by the proposers (HF&H will not evaluate the proposers' general qualifications and experience as we understand County staff does not require assistance with that activity).
- c. Identifying key issues in the proposer responses that should be clarified, and reviewing subsequent written communication received from the proposers.
- d. Clarifying responses by participating in meetings or otherwise communicating with the proposers.
- e. Discussing the responses and related issues with County staff.
- f. Attending meetings.
- g. Reviewing drafts of documents prepared by County staff and providing comments.

## EXHIBIT B PAYMENT PROVISIONS

### 1. Billing

- a. The study budget is not-to-exceed \$50,000 without prior written authorization. HF&H will bill the County once per month based on the number of hours worked and out-of-pocket expenses incurred. Hourly rates through December 31, 2013 for our consultants are listed below:

<u>Position</u>	<u>Rate</u>
Senior Vice President	\$255
Director	\$215
Manager	\$189 - \$209
Senior Associate	\$165 - \$185
Associate Analyst	\$125 - \$155
Assistant Analyst	\$95 - \$105
Intern Consultant	\$45

### 2. Expenses will be billed as follows:

- a. Automobile Travel Prevailing IRS mileage rate
- b. Document Reproduction (over 20 pages per run):
  - i. Black & White 15 cents per page
  - ii. Color 75 cents per page
- c. Facsimile No charge
- d. Telephone No charge
- e. Public Conveyances Actual
- f. Postage Actual
- g. Overnight Mail and Couriers Actual



**EXHIBIT C**  
**CONFIDENTIALITY CLAUSE**

CONTRACTOR shall maintain the confidentiality of any and all records and information accessed or processed in accordance with the terms and intent of this Agreement, including protection of names and other identifying information from unauthorized disclosure. CONTRACTOR shall not disclose, except as specifically permitted by this Agreement, or as authorized by the person(s), any oral or written communication, information, or effort of cooperation between COUNTY and CONTRACTOR, or between COUNTY and CONTRACTOR and any other party COUNTY requires CONTRACTOR officers, employees, and agents providing services hereunder to execute an Employment Acknowledgement and Confidentiality Agreement prior to commencing work under this Agreement.

**CONTRACTOR EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY**  
**AGREEMENT**

PROJECT NAME \_\_\_\_\_

CONTRACTOR NAME \_\_\_\_\_

CONTRACT NUMBER \_\_\_\_\_

**Oath of Confidentiality**

- a) Neither party shall disclose Confidential Information (as hereinafter defined) of the other party. The receiving party shall use the same degree of care as it uses to protect its own confidential information of like nature, but no less than a reasonable degree of care, to maintain in confidence the confidential information of the disclosing party. The foregoing obligations shall not apply to any information that (1) is at the time of disclosure, or thereafter becomes, part of the public domain through a source other than the receiving party, (2) is subsequently learned from a third party that does not impose an obligation of confidentiality on the receiving party, (3) was known to the receiving at the time of disclosure, (4) is generated independently by the receiving party, or (5) is required to be disclosed by law, subpoena or other process.
- b) For the purpose of the above paragraph, Confidential Information shall mean any information identified by either party as Confidential and/or Proprietary, or which, under all of the circumstances, ought reasonably to be treated as Confidential and/or Proprietary, including this Agreement.

Printed: Laith Ezzet  
 Contractor/Employee Name

Signed: Laith Ezzet Date: 5/20/2013  
 Contractor/Employee Name

**EXHIBIT D**  
**CONFLICT OF INTEREST**

1. The CONTRACTOR covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR's performance under this Agreement. The CONTRACTOR further covenants that no person or subcontractor having any such interest shall be employed or retained by CONTRACTOR under this Agreement. The CONTRACTOR agrees to inform the COUNTY of all the CONTRACTOR's interests, if any, which are or may be perceived as incompatible with the COUNTY's interests.

2. The CONTRACTOR and subcontractor shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONTRACTOR is doing business or proposing to do business, in accomplishing the work under this Agreement.

3. The CONTRACTOR, subcontractor or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to COUNTY employees.

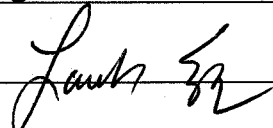
4. The CONTRACTOR and subcontractor further agree not to:

- a. Solely or jointly with others undertake or consult with any organization of any business activity competitive with the current or anticipated business activities of the COUNTY; and
- b. Directly or indirectly, engage or participate in any other business activities which the COUNTY's reasonable discretion, determines to be in conflict with the best interests of the COUNTY; and
- c. The CONTRACTOR and subcontractor will not be allowed to participate in any RFP, RFI or RFQ for services provided under this Agreement that would give an unfair competitive advantage.

5. The CONTRACTOR, subcontractor and all employees are required to read this information and sign the conflict of interest statement, prior to any services commencing under this Agreement.

Name: Luith Ezzet

Date: 5/20/2013

Signature: 

Company Name: HFBT Consultants



**Riverside County**  
**Waste Management Department**

*Hans W. Kernkamp, General Manager-Chief Engineer*

**NOTICE OF EXEMPTION**

**DATE:** May 22, 2013

**TO:** County Clerk, County of Riverside

**PROJECT CASE NO/TITLE:** NOE 13-09/ Request for Qualifications (RFQ) for possible lease of the Riverside County Solid Waste System Landfills

**PROJECT LOCATION:** The RFQ addresses all active and inactive/closed landfills owned or operated by the Riverside County

**PROJECT DESCRIPTION:** The RFQ seeks Statements of Qualifications ("SOQs") from private entities interested in leasing the County's solid waste system landfills.

**PROJECT SPONSOR:** Riverside County Waste Management Department (RCWMD)

**EXEMPT STATUS:**

- ☐ Ministerial  
☐ Declared Emergency  
☐ Emergency Project  
☐ Statutory Exemption:  
☒ Categorical Exemptions: **Section 15301- Existing Facilities**  
**Section 15306- Information Collection**

**REASONS FOR EXEMPTION:**

**Section 15061(b)(3) of CEQA Guidelines, Review for Exemption**

The activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

For Riverside County Clerk's Use:

**Section 15301, Existing Facilities**

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

**This project is exempt under Section 15301 because:**

The proposed RFQ involves seeking SOQs from private entities interested in the operation and lease of the County's solid waste system landfills. Issuance of the RFQ involves no expansion of approved uses at existing public facilities.

**Section 15306, Information Collection**

Class 6 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. There may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

**This project is exempt under Section 15306 because:**

The issuance of the RFQ is for information gathering purposes only. The RFQ seeks SOQs from private entities interested in leasing the County's solid waste system landfills.

**FINDINGS:**

1. The County is interested in a lease of all active and inactive/closed landfills owned or operated by Riverside County and the transfer of all associated past and future liabilities for the solid waste system (both known and unknown).
2. The RCWMD will issue a RFQ (see attached) in order to identify qualified prospective private entities interested in leasing the County's solid waste system landfills. Issuance of the RFQ is for information collection purposes only. The RFQ does not commit, compel, or obligate the County to pursue leasing of the County's solid waste system landfills.
3. As stated in the attached RFQ, private entities will prepare SOQs for:
  - The lease of the Landfills, including regulatory compliance, and closure/post-closure maintenance and monitoring of the Landfills (including financial assurances, and community cleanup fee waivers);
  - Management, installation, testing, monitoring, and corrective actions related to the landfill gas collection systems at the Landfills as needed to comply with regulatory requirements and contractual requirements;
  - Management, installation, testing, monitoring, and corrective actions related to the landfill leachate collection system at the Landfills as needed to comply with regulatory requirements;
  - Acceptance of municipal solid waste generated inside and outside the County, including from cities and unincorporated areas;

4. Issuance of the RFQ and subsequent submittals by private entities will not result in any exceedance of permitted/assessed environmental thresholds for any active and inactive/closed landfills owned or operated by the County. No changes to the Riverside County Solid Waste System Landfills will occur as a result of the RFQ issuance, and subsequent responses.
5. The RCWMD has determined that the proposed project is exempt pursuant to CEQA Guidelines 15061(b)(3), 15301, and 15306.
6. Furthermore, the hiring of special outside legal counsel to assist the RCWMD with the RFQ process, as well as the adoption of Resolution No. 2013-115, authorizing the issuance of the RFQ, is exempt from CEQA, as it can be seen with certainty that there is no possibility that these items, in addition to issuance of the RFQ, would have a significant effect on the environment; therefore, the activities are not subject to CEQA.

If there are any questions regarding the above matter, I can be reached at (951) 486-3200.

**Hans Kernkamp, General Manager - Chief Engineer**  
**Riverside County Waste Management Department**

By: \_\_\_\_\_

Ryan Ross

Title: Principal Planner

Date: May 22, 2013

PD# 137439