

**MINIMUM QUALIFICATIONS**

1. **BUSINESS STRUCTURE** – Provide the following information regarding the Proposer that would provide a corporate guarantee, if applicable:

Legal name of Proposer that would sign franchise agreement and whether it is an individual, a partnership, a corporation, or a joint venture;

Proposer that would submit financial statements and whether it is an individual, a partnership, a corporation, or a joint venture. If other than Proposer, indicate relationship and willingness to sign corporate guarantee;

Number of years in which Proposer has been organized and doing business under this legal structure (if other than an individual);

Names of owners/stockholders with more than 10% of the Proposers equity;

Names of all officers;

Corporate headquarters; and

Local headquarters (if different).

2. **FINANCIAL INFORMATION** – Proposers must provide the following financial information in the proposal for the Proposer or, if a corporate guaranty is to be provided, for the guarantor:

- a. The type of financial statements produced (e.g., audited, reviewed, or compiled) and the corporate entity that they represent (Proposer or corporate guarantor);
- b. The most recently completed fiscal year for which financial statements are available;
- c. Annual revenue from the most recently completed financial statements;
- d. Current Assets to Current Liabilities ratio (current assets/current liabilities) from the most recently completed financial statements; and
- e. Total Liabilities to Total Assets ratio (total liabilities/total assets) from the most recently completed financial statements.

If selected, the selected Proposer must be prepared to submit financial statements upon which this requested financial information is based within five (5) business days of the request for the most recently completed fiscal year. All such statements would need to be prepared and presented in accordance with Generally Accepted Accounting

## EXHIBIT C

Principles applied on a consistent basis and must include a statement by the chief financial officer of the Proposer's company that there has been no material adverse change in conditions or operations, as reflected in the submitted balance sheets, income statements and cash flow statements, since the date on which they were prepared. If requested to submit financial statements, the Proposer may submit a single copy of its financial statements stamped "confidential" with a written request that it be returned to the proposer after the proposal process is complete. The County will not make copies of financial statements and will attempt to maintain the confidentiality of such a request, although confidentiality cannot be guaranteed.

Prior to award, the selected Proposer will be required to submit "reviewed" or "audited" financial statements that demonstrate reasonable financial resources and stability to the satisfaction of the County. If awarded the contract, the financial statements shall remain with the County.

3. **GENERAL REQUIREMENTS** – Proposer shall comply with applicable federal, state, and local laws which set forth requirements for the handling of refuse. Proposer must submit evidence that the Proposer either has, or is able to obtain, a valid collector's license, in addition to any otherwise required business license, from the County to collect or transport solid waste.
4. **INSURANCE** – Proposer must submit evidence that the Proposer either has, or is able to obtain, the insurance coverage required in the draft franchise Agreement
5. **COLLECTION EXPERIENCE** – Must have demonstrated solid waste, source separated recycling, and source separated organics collection experience with a minimum of three (3) jurisdictions located within the State of California with a minimum of 20,000 residential customers collected with once-a-week frequency. Experience with automated collection is required. Demonstrated experience with SB 1383 compliance monitoring required.
6. **REFERENCES** – Must provide a minimum of three (3) references from said jurisdictions with a "favorable", "very favorable", or "unfavorable" rating from each jurisdiction.

**Reference Rating Scale:**

Very Favorable  
Favorable  
Unfavorable

7. **TRANSITION EXPERIENCE** – Must have experience with at least one successful transition from another hauler with a one year or less transition time frame. Include a brief description of the old and new services and service transition dates. Experience with transitioning an existing contract from manual or semi-automated collection can be substituted for transition from another hauler.

## EXHIBIT C

8. **COLLECTION VEHICLE DESCRIPTION** – Please provide the following information for each vehicle to be used under the collector agreement. Proposers should guarantee that proposed vehicles can collect safely and maneuver on difficult-to-service streets and unpaved surfaces. Proposer must provide: Make, Model, Model year, and which waste stream(s) to be utilized for collections with each vehicle. Proposer must include complete inventory of vehicle fleet to be utilized including service trucks, delivery trucks, and other specialized fleet vehicles.
9. **PROCESSING CAPABILITY** – Must be able to demonstrate ability and capacity to process recyclable materials and organics in a permitted facility or have contracts for processing materials at permitted facilities at time of proposal submittal.
10. **CREDIT CAPABILITY** – Proposers must provide details on their creditworthiness and resiliency. Proposer must state the largest percent of income that comes from one source and have the ability to fund capital investments. For acquisition of equipment or vehicles, please include a letter from the bank or other credit provider that Proposer can fund at estimated capital investment.
11. **BUSINESS STANDING** – State whether Proposer has been late in paying wages or employment taxes in the last 3 years. If Proposer has been late, please provide an explanation.
12. **CONTRACT ACCEPTANCE** – Proposer must accept attached Agreement without any exceptions.
13. **SAFETY EXPERIENCE** – Proposer must submit their Workers Compensation Experience Modification Rate for the most recent 3 years.
14. **VEHICLE MAINTENANCE/BIT COMPLIANCE (BASIC INSPECTION OF TERMINALS)** – Proposer must supply three consecutive years of satisfactory compliance with CHP BIT inspections for the location to be utilized in performance of the Agreement.
15. **CUSTOMER SERVICE** – Proposers must have demonstrated experience in operating customer call and service centers for a minimum of 20,000 residential customers in collection operations at one location.
16. **EMPLOYMENT OF PRIOR FRANCHISED EMPLOYEES** – Please indicate if Proposer will offer employment for available positions to existing employees of the current franchisee that may be displaced if the current franchisee is not retained. Proposer will provide procedures for offering such employment, qualifications, and any limitations.
17. **BILLING EXPERIENCE** – Proposers must have demonstrated experience in billing a minimum of 20,000 customers from collection operations at one location.