



## STATE OF MISSISSIPPI

Tate Reeves  
Governor

### MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY

Chris Wells, Executive Director

April 25, 2024

#### AMENDMENT #2

RFQ Number: RFX3140003771 MDEQ-RFQ04052024

To Provide: Professional services to prepare and conduct a study for the purposes of developing a plan to improve material recovery and recycling in Mississippi.

This Amendment #2 ("Amendment") hereby amends or modifies the RFQ referenced above, by making the following changes to the specific sections, subsections, and attachments referenced below. Changes are indicated below as either bolded and underlined (e.g. **example**), which indicates an addition, or bolded and stricken through (e.g. ~~**example**~~), which indicates a deletion. All other sections and subsections of the RFQ and its attachments, and Amendment #1 to the RFQ, not changed as indicated below remain in full force and effect.

#### SECTION 1

##### 1.1.1. Timeline

- Request for Qualifications (RFQ) Issue Date: **Friday, April 5, 2024**
- Questions/Clarification Requests to MDEQ Deadline: **Friday, April 19, 2024, at 8:30 a.m.**
- Anticipated Posting of Responses to Questions/Clarification Requests: **Thursday, April 25, 2024**
- SOQ Submission Deadline: ~~Monday, May 6, 2024, at 3:30 p.m.~~ **Monday, May 20, 2024, at 3:30p.m.**
- SOQ Package Opening: ~~Wednesday, May 8, 2024~~ **Wednesday, May 22, 2024**
- Anticipated Notice of Intent to Award: ~~Friday, May 24, 2024~~ **Thursday, June 20, 2024**
- Anticipated Post-Award Debriefing Request Date: ~~Thursday, May 30, 2024, at 8:30 a.m.~~ **Tuesday, June 25, 2024, at 8:30 a.m.**
- Post-Award Debriefing Held by Date: ~~Tuesday, June 4, 2024~~ **Friday, June 28, 2024**
- Protest Deadline Date: ~~Friday, May 31, 2024, at 8:30 a.m.~~ **Thursday, June 27, 2024, at 8:30 a.m.**

All times and deadlines provided in this RFQ are in Central Standard Time ("CST").

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## SECTION 4

### 4.1 Written Statement of Qualifications Must Contain the Following Minimum Information

- A. Company Information: Offerors must provide the following information in the following manner and order:
- 1) Offeror's company name;
  - 2) The name of the Offeror, the location of the Offeror's principal place of business and, if different, the place of performance of the proposed contract;
  - 3) The age of the Offeror's business and average number of employees over the past three (3) years;
  - 4) The qualifications, including licenses, certifications, education, skills, and experience of all primary staff who would be assigned to provide the required services;
  - 5) **Attachment A** and **Attachment B** must be completed, signed, and included as part of the SOQ. These pages are not included in the 30 (thirty) page limit of the SOQ.
- B. The Offeror must certify in writing that they will adhere to the following:
- 1) Attachment D – US EPA Cooperative Agreement # 4Z-02D58823-0
  - 2) Attachment E – EPA General Terms and Conditions
  - 3) Attachment F – State of Mississippi Workplan submitted by MDEQ
- C. The Offeror must provide a listing of other contracts under which services similar in scope, size, or discipline to the required services were performed or undertaken within a previous period of time, as specified in the Request for Qualifications.
- D. The Offeror must demonstrate direct experience in conducting studies on the following by providing information reflecting that on at least two (2) separate and verifiable projects the Offeror conducted this work. Information should be provided in a written summary/report for review including timelines and budgets.
- 1) Improving material recovery;
  - 2) Determining the economic impacts of recycling; and
  - 3) Developing regional recycling program models.
- E. Offerors without direct experience in the above items shall similarly demonstrate knowledge of and/or experience with the following:
- 1) Recycling infrastructure in Mississippi and the Southeastern States;
  - 2) Recycling markets available to Mississippi and the Southeastern States; and
  - 3) Demonstration of the impacts of recycling on job growth and economic development.

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- F. The Offeror must show proof of financial stability and good business practices for the past two (2) years through the submission of a letter of reference from its primary bank or lending institution.
- G. The Offeror must show proof of reliability with MDEQ or other agencies or organizations demonstrating responsiveness and the ability to complete work in a timely manner or otherwise within established parameters such as budget.
- H. If the Offeror is a non-resident contractor, the Offeror must provide a copy of the Offeror's current state preference law pertaining to that state's treatment of non-resident contractors pursuant to Mississippi Code Annotated § 31-7-47 or a statement on letterhead signed by an officer or manager of the Offeror stating that no preference laws exist in that state. The state of residency of a contractor shall be the same as the corporate office reported by the Offeror to the Mississippi Secretary of State. Any documentation submitted in response to this requirement will not be included in the thirty (30) page limit of the SOQ.
- I. The Offeror must provide an official Certificate of Good Standing issued within sixty (60) days prior to the submission deadline from the Office of the Secretary of State of the State of Mississippi demonstrating that Offeror is in good standing to do business in Mississippi, which will not be included in the thirty (30) page limit of the SOQ.
- J. The Offeror shall acknowledge receipt of any amendment to this RFQ by signing and returning the amendment with its SOQ. Such acknowledgement must be received by MDEQ by the time and at the place specified for receipt of SOQ. Any documentation in response to this requirement will not be included in the thirty (30) page limit of the SOQ.
- K. The Offeror shall acknowledge receipt of any Response to Inquiries issued in regard to this RFQ by signing and returning the Response to Inquiries with its SOQ. Such acknowledgement must be received by MDEQ by the time and at the place specified for receipt of SOQ. Any documentation submitted in response to this requirement will not be included in the thirty (30) page limit of the SOQ.
- L. The Offeror must submit a Proposal for Price for the services listed in Section 2.3 Scope of Services in the RFQ. To further clarify, MDEQ is seeking services to assist with Phase I of the Solid Waste Infrastructure and Recycling Grant for States and Territories, State of Mississippi Workplan, which is Attachment F of the RFQ.**

CONTRACTS DIVISION

#### 4.4.2 Submission Format

The SOQ shall be limited to no more than a total of thirty (30) typed pages including contents pages, supporting appendices, etc. (the page count includes every printed page except for the front and back cover, the transmittal letter, and any other exemption stated herein). Any information contained on pages that exceed the page limit may not be evaluated. Paper size shall be 8 1/2" x 11". Text shall not be smaller than a font size of 12. Offerors shall submit one (1) signed original complete copy of the SOQ, along with one (1) digital copy of the SOQ in PDF format on a USB flash drive, in a sealed envelope or package to MDEQ on or before the date and time specified. The original must be signed by an authorized representative of the Offeror.

**Offerors must NOT identify the business/company name on any of the Statement of Qualification documents except on the following documentation:**

- Cover Page
- Section 4.1, A. Company Information
- Section 4.1, B.
- Proof of financial stability
- Non-resident contractor
- Certificate of Good Standing from the Mississippi Secretary of State
- **Proposal for Price**

Any information provided from the above list should be submitted in a separate, sealed envelope clearly marked "**Company Information**".

All submission packages must be clearly labeled as follows on the **exterior** of the package:

**Mississippi Department of Environmental Quality  
SEALED QUALIFICATION – DO NOT OPEN  
RFx3140003771 MDEQ-RFQ04052024  
Attention: Ms. Aweleka Moore  
515 East Amite Street  
Jackson, MS 39201**

**Offeror shall acknowledge receipt of Amendment #2 by signing and returning this Amendment #2 with its Statement of Qualifications.**

By signing below, Offeror acknowledges receipt of Amendment #2, and that its SOQ is being offered in compliance therewith.

Offeror's Name: \_\_\_\_\_

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

By (Print Name): \_\_\_\_\_

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

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