

CITY OF TREASURE ISLAND

INVITATION TO BID NO. ITB 1617-09 RECYCLING SERVICES

ADDENDUM NO. 1

ISSUED FEBRUARY 15, 2017

The purpose of this addendum is to address questions received thus far. Questions are listed in *blue italics* below. Any additional questions received prior to the deadline of Friday, February 17, 2017 at 1PM will be answered in a subsequent addendum that will be posted Monday, February 20.

The due date for bid submissions has been extended to Friday, March 10, 2017 at 2PM.

Questions & Responses:

- 1. What size containers are needed by the City at the municipal facility locations?*

From Section 4 of the bid document:

4. ADDITIONAL INFORMATION

Within 10 days of contract execution, the recycling contractor must provide each customer and the listed City facilities with rollout (wheeled) container sized between 60 and 96 gallons for single stream recycling collection. Size and color selections are to be made by the contractor, but must be uniform throughout the City. Additionally, the contractor will provide customers with a smaller rollout container sized between 30 and 40 gallons, if requested by the customer, at no cost. All recycling carts must be clearly marked with the word "RECYCLING" or an easily-recognizable symbol to indicate that it is a container for the collection of materials to be recycled. The contractor shall be solely responsible for the furnishing, maintaining, and exchanging all recycling containers. The Contractor shall provide a replacement recycling container to customers within two working days, upon request. At the end of the contract, at the contractor's sole expense, the contractor shall collect all issued recycling containers and either reuse or recycle them within one week.

Therefore, for residential collection, the contractor will select 2 sizes of containers. One will be the standard (large) size and must be between 60 and 96 gallons. However, for residents that are unable to maneuver large carts, the contractor will make available a smaller cart sized between 30 and 40 gallons. Once the two sizes are selected, they must be maintained for the duration of the contract. For example, the selected contractor chooses the standard size to be 90 gallons and the smaller option to be 32 gallons. Again, these sizes must be held uniform for the residents throughout the duration of the contract.

For municipal facility collection, the same large residential cart must be used.

- 2. Does the City know exactly what size carts (60 or 96 gallon) are needed at each facility location?*

The selected contractor will choose the uniform size that will be used throughout the City (with the exception of any special residential request for a smaller size). Please see the response to Question 1 above.

- 3. Will the City pay for disposal if facility loads are rejected by the MRF due to contaminated recycling? After reviewing these locations the likelihood of recycle contamination is high.*

The recycling containers need to be clearly marked as such to limit the potential for contamination. The City collects garbage from these facilities and will ensure that waste containers are placed immediately next to the recycling containers to further reduce contamination. If the City is informed by the contractor that specific locations have a high level of persistent contamination, the City would likely choose to eliminate such locations.

- 4. Time Due – Page 1 & Page 6 Each page states a different time. Page 1 is 1pm and page 6 is 2pm. Please clarify the correct due time?*

The due date for this bid has been extended to Friday, March 10, 2017 at 2PM.

- 5. How Many Service Days Per Week for the Municipal Facilities – Page 2, Sec. 2 & Page 7, Schedule A. Page 2 states twice per week collection, while on page 5, within the Schedule A pricing form, it states once weekly collection. Please clarify the frequency of collection for municipal facilities.*

Collection frequency for the municipal facility locations will be twice weekly.

- 6. Mutually Agreed Upon Renewals– Page 2-, Sec. 1, Could the renewal statement be clarified by adding that the renewal should be mutually agreed by both the City and Contractor?*

The renewal options would only be exercised if mutually agreed to upon by the City and the contractor.

- 7. Cart Exchange – Page 4, Sec. 4 Is there a time frame for cart exchanges?*

For container maintenance, the contractor must either fix the faulty container onsite or provide a replacement container to customers/facilities within two working days of the request.

- 8. Could the City provide a list of customers with smaller or larger carts?*

Unfortunately, the City does not have a list of its residents who use the smaller sized carts at this time. At the initiation of this contract, each resident is to be provided a large cart which will need to be switched out for a smaller one, upon request.

9. Will the City allow all carts to be delivered before exchanges begin?

Upon contract execution, the selected contractor will have 10 days to provide customers and the listed locations with the appropriate containers, unless an alternate agreement is reached between the City and the contractor.

10. Are the exchanged carts required to be uniform with the standard 64-gallon cart delivered to each resident at the start of the agreement?

No, please see the responses to Questions 1 and 2 above.

11. Accepted Single Stream Material – Page 4 &5, Section 4, Glass is included in the acceptable Single Stream Material. Will the City consider removing glass from the curbside program? In addition, does the contractor have an obligation to collect material left outside the cart?

The contractor does not have an obligation to collect any materials that are left outside of the recycling containers provided. Once under contract, the City may consider removing glass from the curbside program, given sufficient justification.

12. Recycle Education Program – Would the City provide a current overview of it's current Recycle Education Program?

It is believed this question is in reference to Section 4, Page 5. Currently, the City has pamphlets on recyclable materials available to customers and addresses recycling on its webpage. The City would like to provide more education/outreach in the future and would hope that the selected contractor would provide further education materials to the City and its residents in effort to improve the efficiency of recycling services.

13. Required Statistics (Tonnage & Contamination) - Page 5, Sec.5, The City has requested some important recycling statistics in the Bid. Will the City provide those statistics for the current collection agreement? What is the current annual/monthly tonnage for the residential curbside program, municipal collections, and the drop off sites? What is the current contamination rate for your residential curbside program, municipal collections, and the drop off sites? Is there a provision regarding acceptable contamination levels? Will the contractor be authorized to reject loads if contamination is greater than 20%, or some mutually accepted number? Is the City willing to pay for the costs of disposal of contaminated loads? Has the City or the current contractor, completed a material composition study? If so, who paid for it?

The City does not have current statistics and is not asking for statistics to be provided with the contractor's bid. The City would like to begin collecting recycling statistics as they become available under this proposed contract. These statistics in no way affect the contractor's methods of disposal. The City will not pay for the disposal of contaminated loads, but would like to be kept informed of contamination issues in order to address them.

14. Schedule A & B, Column #1 – Page 7, The first input column, 4/1/2017 – 9/30/2017, represents a six-month period. The rate descriptions in Schedule A, rows A through G, and Schedule B, row A, are asking for an “Annual Cost”. Should the rates in rows A, D and A (schedule B) be entered as half-year costs? Please clarify.

The City’s annual term or “fiscal year” runs from October 1 to September 30. The first column represents a 6-month period and the others indicate 1-year periods. Please complete the table in this manner for the time frames listed.

15. Performance Bond – Page 9, Bond Requirements, Is the bond amount based on one years’ service or the entire term? If the latter, will the bond amount decline as the remaining term decreases?

The performance bond amount is based on the entire contract and should be reduced over time in accordance with the amount of services remaining.

16. References – Page 15, Sec. 1, Please clarify what references are required on page 15, section 1. Are these trade vendors or municipal clients?

Please provide the references you deem applicable to the services listed provided in your bid.

In addition, page 10, #1 “Submittals” requests a list of “all clients currently under contract”. Waste Management has thousands of customers including private commercial and residential customers and municipal customers. It is not practical to provide a list of private customers. Is the City looking for municipal contracts dealing with similar services? Please advise.

For the scope of this contract, a list of contracts providing similar services should suffice.

17. Insurance – Page 27, Sec. 32, C, Can the contractor provide the declaration pages for each coverage in lieu of the full policy, as the full policy is quite large?

The declaration pages are acceptable for the bid submission; however, the selected contractor must provide copies of full policies upon request by the City.

18. Exclusivity – Please clarify that the services to be performed are exclusive to the contractor.

The services to be performed under this contract are currently exclusive to the contractor to be selected.

19. Municipal Facility Location List – Page 3, It appears that most of the requested Municipal Facility Collection Locations are located near or on the beach. Will the City please clarify that these service locations will be on the street side of the beach access locations? Is the City currently collecting the municipal locations listed in the bid? Does Pinellas County have some recycling containers at some of these locations?

There are no locations listed that are physically on the beach. All listed locations are at street ends east of the beach or in parking lots. City staff is currently collecting at some of these locations using County containers. These containers will be relocated at the execution of this contract.