



Carrie Eklund
Central Services Manager
Finance Department

**ADDENDUM TO
REQUEST FOR PROPOSALS
GARBAGE COLLECTION AND DISPOSAL
RFP NO.: 913-CD-130**

ADDENDUM NO.: 1

To: All Bidders:

The questions and responses listed below were discussed at the pre-proposal meeting, October 8, 2013.

Q: Will the City's tax exempt status be used in the procurement of the toters, should the vendor be contracted to purchase them directly?

A: *Yes, the City will provide our tax exempt certificate to the successful vendor for this purchase.*

Q: If the vendor purchases the toters, does the City still want to own them at the end of the contract?

A: *Yes, the City will own the toters at the end of the contract, whether the City purchases or the vendor purchases those toters.*

Q: Can you confirm that you expect the vendor to provide maintenance and replacement of toters?

A: *Yes, see section 3.7 of the specifications.*

Q: Will e-waste be collected as part of this contract?

A: *No, the City has a solution in place for handling e-waste collection currently.*

Q: Is a surety letter required with the RFP response?

A: *No, a bid bond must be submitted with the response. Performance bond will be submitted prior to execution of the final contract.*

Q: The reports from the current vendor show approximately 52,500 households being collected, the City provided the number 49,000. How will this number be reconciled and how will the vendor be compensated?

A: *The City's household count was based on current active billings for garbage service through our billing system. Our anticipation is that the City will provide the vendor with an address list, any properties not appearing on the list that the vendor believes should be included in the contract will not be collected and will be brought to the City's attention immediately for verification and addition to the contract, if appropriate. In addition, collection and billing lists will be verified on a monthly basis (see section 2.1 D). The City will pay for all households collected, once verified as eligible for the program by City staff.*



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Q: Why did the City decide to restrict the compost site to City-generated landscape waste only?

A: *As the property is owned by the City, and the vendor is not charged for utilization of the property, the City desires to retain that benefit for the rate payers in the City. We will allow alternate proposals that would give the vendor the ability to accept landscape waste from other customers at the site, so long as an appropriate financial benefit is offered to Rockford residents.*

Q: Do we need to respond to all pricing options for the proposal to be considered responsive? Will the City accept alternate proposals?

A: *The City requires responses to all pricing options in order for a vendor to be considered responsive. We will consider any alternate proposals submitted in addition to the form provided by the City.*

Q: Will the performance bond be required for the full value of all years of the contract? Can the bond be renewable annually?

A: *See section 2.12, the City requires a performance bond for the estimated value of 1 year of the contract. The bond may be renewed annually.*

Q: General conditions #17 states that the City can cancel the contract if Council fails to appropriate funds. Is this accurate?

A: *This condition is a reference to State law, 65 ILCS 5/8, Division 9, that requires an annual appropriation or a contract becomes invalid. The City does not have the authority to modify State law and remove the language, and that language would apply as law to any contract with a municipality in the state. However, garbage collection is a service that the City is allowed to enter into long term contracts for, by the State. Non-appropriation by Council would mean that residential garbage would not be collected in the City, by anyone.*

Q: Section 2.1 B requires a provision in the vendors' contracts with other customers to include language stating that it won't interfere with the City's contract. Does the City expect the vendors to modify every existing contract?

A: *Please update the language to state:*

Any contracts between the Contractor and businesses, commercial operations, multi-family rental buildings in excess of four units, institutions, schools, or industries and units of government or agencies thereof, shall not interfere with the terms and conditions set forth under this Contract.

Q: Section 3.4 B requires a route map to be agreed upon by November 29. What happens if the parties haven't agreed?

A: *If both parties haven't agreed on a route map by November 29, the default route schedule will be the current schedule, and modifications may be requested by the vendor in accordance with section 3.4, E.*

Q: Is the City amenable to route map changes?

A: *The City would prefer to maintain the four day collection schedule we currently use, but other modifications are possible.*



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Q: Would the City allow the vendor to keep the current collection routes while evaluating the routes and then evaluate modifications within the first 6 months of the contract, instead of prior to the start of the contract?

A: Yes, the City would accept this modification.

Q: If the City purchases toters, is the vendor responsible for distribution?

A: Yes, if toters are used, regardless of who purchases them, the vendor is responsible for coordinating distribution. The toter supplier would not need to be disclosed on the subcontractor/supplier forms, as that aspect of the contract is to be determined.

Q: Section 5.2 E requires individual tonnages for each type of recycled material, does the City need this data?

A: The document states "quantity" of materials, not necessarily tonnage, and the City would accept percent breakdowns commonly provided by recycling processors.

Q: If the City moves to collection per household, and the vendor is allowed to blend routes for operational efficiency, how is the vendor supposed to provide tonnage data?

A: The City will accept estimations of tonnage in this instance.

Q: Can the City provide some estimates of frequency and volume on special cleanups, and any maximum exposures on the number of cleanups that would have to be provided at no cost?

A: The City estimates an average of four (4) special cleanups per week, primarily during spring, summer and fall months. These would fall outside of the planned evictions the City receives notice of weekly from the Winnebago County Sheriff. Special cleanups average two (2) cubic yards each. Should volume increase significantly (in excess of 25%) over any given year of the contract, the City would be willing to negotiate a change in compensation.

Q: Can the City provide estimates of frequency and volume on neighborhood cleanups, and any maximum exposure on the number to be provided at no cost? And neighborhood cleanups are rolloff dumpsters only, correct?

A: The City estimates an annual average of six neighborhood cleanups per year, primarily during spring, summer and fall months, with an average of three (3) dumpsters each cleanup for both yard waste and refuse. Should volume increase significantly (in excess of 25%) over any given year of the contract, the City would be willing to negotiate a change in compensation.

Q: How are garbage cans currently serviced?

A: Garbage cans are currently emptied by a combination of contractors and City employees.

Q: Can garbage cans be emptied before 6 a.m.?

A: Yes, the City's will allow under contract terms collection of these cans before 6 am.

Q: Is the vendor expected to empty cans on Sundays?

A: No, any collection that would fall on a Sunday can be completed Monday morning.

Q: Can the City provide a cap on the number of garbage cans that would have to be included in the contract?



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A: Yes, the City will cap the number of cans at 120.

Q: Is the vendor expected to repair and/or replace garbage cans?

A: No, the City or the respective community group will be responsible for maintaining or replacing cans. The vendor is, however, obligated to notify the City of any missing or damaged cans.

Q: Can the City provide a map of garbage can locations?

A: This map will be provided as soon as available.

Q: When and how will the bulk landfill rate be utilized by the City?

A: The City will be billed directly for waste accepted at the City's bulk rate, hauled by City employees. With prior notification, the City may also elect to extend the rate to a vendor for City-related activities, and either the vendor or the City will be billed for that service. The City will notify the vendor in advance of any contractor authorized to utilize the City's rate.

Q: Section 2.2 A, uses CPI to dictate changes in compensation. Would the City consider alternate proposals?

A: Vendors may submit alternate proposals, the City reserves the right to accept or reject any alternates.

Q: Would section 2.18.B.8. apply if the City selected collection on a per household basis?

A: No, if collection is done on a per household basis, no prohibition of mixed routes would exist, and no liquidated damages would be assessed if collection was mixed.

Q: 3.6 E states cans need to be within 5 feet, would the City consider a provision of within 2 feet to accommodate automated collection?

A: Yes, the City would agree to a revision to 2 feet if toters are selected and the vendor intends to use automated collection equipment.

Q: Section 3.7 regarding toters, what timeframe is the City expecting toters to be delivered in?

A: The City will negotiate timelines for selection and delivery of toters, if selected, with the awarded vendor. We would anticipate that the process would be complete within the first six months from the start of the contract.

Q: Section 4.2 C states the Contractor shall not dispose of refuse in any other landfill or waste disposal facility or operate any transfer station without the consent of the City. Was this a typo? Does the City intend to put a restriction on the operation of any transfer station by the contractor?

A: The City did not intend this language to restrict the contractor's operation of a transfer station. Modify the language to remove "or operate any transfer station".

Q: Section 6.2 B, Is the City requiring that all landscape waste be composted at the City site regardless of any acceptable alternative?

A: The City expects the vendor's proposal to include disposal of landscape waste at the City's compost site. Should alternatives exist, the vendor may submit those as alternates. If legislation or other major changes in the industry occur during the term of the contract, the City would be amenable to negotiating over impacts of those changes.



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Q: If the City goes with a volume based system for garbage or bulk items, how would residents pay for additional services?

A: *We have included an alternate proposal in the pricing worksheet to restrict bulk items to 1 per week, additional items will be billed to the City at the rate designated on the worksheet, and the City will bill those residents for the excess items. The pricing option for restricting waste to 1 tote does not include a provision for additional waste to be collected. For the purposes of this proposal, the City would expect that the garbage would be left.*

Q: Was the grease container at Elm and Wyman Parking Deck a typo?

A: The City has a grease container at the Deck but it is not currently being used and can be removed from the specifications.

Q: Does the City receive any compensation from the County from fees generated by the Winnebago landfill?

A: *No, this contract is funded 100% by rate payers.*

All other portions remained unchanged.

A copy of this addendum or a reference thereto must be included with your bid or the bid will not be read or considered.

If you have any questions please contact the Central Services Division at (815)-987-5565.

DATED: October 10, 2013

Carrie Eklund
Central Services Manager

**GARBAGE COLLECTION AND DISPOSAL
PRICING WORKSHEET**

Please provide pricing where indicated in the form below:

	PRICING PER TON			PRICING PER HOUSEHOLD		
	Unit Price per Ton	Number of Tons	Total Cost	Unit Price, per Household	Number of Households	Total Cost
Unlimited collection without toters (current service)	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____
Unlimited collection with recycling toters only (purchased by City)	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____
Unlimited collection with toters (purchased by City)	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____

	PRICING PER TON			PRICING PER HOUSEHOLD		
	Unit Price per Ton	Number of Tons	Total Cost	Unit Price, per Household	Number of Households	Total Cost
<i>For various pricing options below, please add or deduct costs as appropriate on a unit cost basis.</i>						
DEDUCT						
Restrict bulk item collection to one per week (additional items to be collected and billed separately)	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____
DEDUCT						
Restrict refuse to toter only	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____
DEDUCT						
Eliminate alley collection, curbside only	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____
ADD						
Contractor purchases toters	\$ _____	66,815	\$ _____	\$ _____	49,000	\$ _____

MISCELLANEOUS SERVICES

Sweeper Dumpings	\$ _____	Per ton
Bulk Landfill Rate	\$ _____	Per ton
Eviction Roll-Off Dumpster, 24 hours	\$ _____	Per dumpster
Optional excess bulk item billing, per item	\$ _____	Per item

SIGN-IN SHEET
GARBAGE COLLECTION AND DISPOSAL
PRE-BID MEETING: TUESDAY, OCTOBER 8, 2013, 10:30 AM
PLEASE PRINT CLEARLY

	Name	Company	Address	Email	Phone
1.	Cris Mandy	Advanced Disposal	8538 Hwy 251 Davis Junction	Cris.mandy@AdvancedDisposal.com	
2.	Dewey Overstreet	Advanced Disposal	8538 Hwy 251 Davis Junction	deweyoverstreet@adadvanceddisposal.com	
3.	Bob Pfeister	Advanced Disposal	1798 Hageman Drive Satford FL	Bob.Pfeister@AdvancedDisposal.com	(904) 774-2586
4.	John Lichty	Rock River Disposal	5450 Wansford Way Rockford FL 32079	jlichty@rresvcs.com	815-963-7520
5.	Pete Lyons	Rock River Disposal	" "	plyons@RRESVCS.com	815-963-7525
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