

**RFP 17-031P Waste Management and Recycling Services**

**ADDENDUM No. 1**

**March 31, 2017**

**A. Questions and Answers**

1. **Question:** Looking over the ‘Paper-Secured Shredding’ 32 gallon bins, can you please clarify if you are referencing the Executive Counsel/Cabinet or a plastic container/bin on wheels?

**Response:** PSTA’s current condition is using plastic container/bin on wheels.

2. **Question:** What size of “Desk Garbage Cans” at 170 in count (3 gallon)?

**Response:** PSTA currently uses standard desk garbage cans, approximately 7-gallon cans.

3. **Question:** Page 6 states general office (includes non-recyclables and potential recyclables). Will PSTA staff separate the trash from the recycling and place them in the appropriate outdoor trash or recycle dumpsters?

**Response:** Yes

4. **Question:** Page 7 states RM must be collected in a single stream. Most vendors accept paper, cardboard, newspaper, plastic bottles and aluminum cans in single stream. No plastic trash bags or other materials allowed. Please clarify what items you will place in single stream recycling. Where does the proposer list the cost for per haul of the single stream dumpsters? What size single stream recycle dumpsters are needed and what is the frequency of service needed?

**Question:** On page 7, Section 2.2, it is stated that 'Recycled Materials must be collected in a single stream.' However, on page 9, Phase 1, the recycled materials are shown to be collected in separate containers. Can you clarify if it is the Transit Authorities intent to move to single stream collection or stay as it with dual stream (individual containers for each material collected)? If the intent is to move to single stream, can the pricing sheet be updated to reflect that?

**Response:** Recycling will be broken down into the below three types.

- Metal Recycling (Maintenance)
- Cardboard (Compactor)
- Curbside Recycling Bins for single stream office recycling to include aluminum/steel cans, mixed paper, milk/juice cartons, newspaper, plastic bottles and plastic #1-7 and glass bottles/jars. (Per Pinellas County Guidelines for Single Stream Recycling)

5. **Question:** Page 8 states for on-call or unscheduled collection, if notified by PSTA of the need for collection service prior to noon, the Proposer shall service the collection container before the end of the next business day. Routes begin very early in the morning and by noon it is towards the end of the driver’s day. Can PSTA notify the proposer of the need for collection service prior to 9:00 a.m. to get service by the end of the next business day?

**Response:** PSTA will work with the successful Proposer in this regard.

6. **Question:** Page 8 states items to be recycled include hard cover books. These cannot be recycled in single stream as our recycling equipment will not sort for these. There are book recycling companies that PSTA may be able to utilize to have hard cover books recycled. Can hard bound books be excluded?

**Response:** Yes

7. **Question:** Page 8 states items to be recycled include aluminum foil and aluminum pots and pans. These cannot be recycled in single stream as our recycling equipment will not sort for these. They cannot be placed in the bulk metal recycling roll-off container. Can aluminum foil and aluminum pots and pans be excluded?

**Response:** Yes

8. **Question:** Page 8 states The Proposer or PSTA may propose, at any time during period of performance, to add additional recyclable materials. Inclusion of additional materials requires consent by both PSTA and the Proposer. What will happen if PTSA wants to add a recycling material that the proposer cannot recycle or cannot find a market for? Do the added additional materials for recycling have to be approved by both parties?

**Response:** Yes, PSTA believes in a strong partnership and will work with the successful Proposer in all regards.

9. **Question:** Page 11 states successful proposer shall perform all clean-ups of any spillage or leakage from its vehicles within two (2) hours of the spillage or leakage? Will PSTA extend this to 6 hours as some large clean-ups may take longer?

**Response:** PSTA will work with the successful Proposer in this regard.

10. **Question:** Page 11 states emergency circumstances and rates for this type of services. Will PSTA rank these emergency costs in the proposal under the Price/Compensation to PSTA proposal evaluation category? Can PSTA provide a detailed cost proposal form for these services, describing exactly the types of materials, container size, and frequency of hauls that PTSA wants emergency pricing for (see page 46 Attachment 3)?

**Response:** Emergency services will not be a part of the scoring criteria of the RFP.

11. **Question:** Page 11 states monthly/annual reports...if estimates are used, the proposer shall document assumptions regarding density of materials and estimated volumes of materials serviced. Does this mean that scaled trucks are not a requirement?

**Response:** Weight scales are not mandatory. Proposers can use estimated weights based on industry acceptable weight standards.

12. **Question:** Page 12 states warranty our services How with PSTA measure if the proposer has met this requirement?

**Response:** PSTA's expectation is that the services are to be provided as per the RFP requirements. (Referring more to quality assurance than warranty)

13. **Question:** Page 14 states PSTA objects to and shall not consider any additional terms or conditions submitted by a Proposer, including documents attached to the Proposal. In submitting its response, Proposer agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a response, may be grounds for rejecting a Proposal. Will the proposer be disqualified if they do not accept plastic bags, pots and pans, aluminum foil or hard cover books to be recycled?

**Response:** No

14. **Question:** P. 14 – 3.4D – additional terms/conditions This language says “PSTA objects to and shall not consider any additional terms or conditions submitted by a Proposer..” This goes on to say that any additional terms shall have no force and effect. “Failure to comply with terms and conditions, including those specifying information that must be submitted with a response, may be grounds for rejecting a Proposal”. Please clarify regarding our ability to take exception to specifications. If we take exception, will that be considered grounds for rejection?

**Response:** PSTA reserves the right to review any suggestive changes and their impacts to the service requirements.

15. **Question:** Page 16 states under general format PTSA wants all sections as duplex printing. What do you mean by duplex printing?

**Response:** **Duplex printing** is a feature of some computer printers and multifunction printers (MFPs) that allows the **printing** of a sheet of paper on both sides. (i.e. double-sided paper)

16. **Question:** Page 20 states recycling bin as is a Proposer provided container suitable for household collection, storage and curbside set out of source-separated recyclables. Does the proposer have to supply plastic recycle bins? If so, what are the quantity and sizes needed? Where does the proposer list the cost for these?

**Response:** Yes, the successful Proposer shall provide the bins and reflect the cost in Proposal. Reference revised Attachment 3 – Cost Proposal Form for additional details.

17. **Question:** P. 28 – Insurance It appears that the proposer has to submit a Certificate of Insurance with endorsements (additional insured, waiver of subrogation) by the Effective Date if the proposer is selected as the winner. However, the language related to the SIR/Deductibles says that the insurance “shall apply on a first dollar basis without application of a deductible or self-insured retention”. It appears that PSTA may permit the application of deductible or SIR “under limited circumstances”. Many Fortune 200 companies like Waste Management routinely have deductibles and SIR on their policies. Does this language mean no deductible or SIR is permitted? If so, how do we obtain a waiver of this requirement?

**Response:** Deductibles/SIR are permitted, however, the Proposer must submit as indicated in page 29, The Most Recent Annual Report or Audited Financial Statement (Self-Insured Retention (SIR) or deductible exceeds \$100,000) along with their certificates of insurance.

18. **Question:** Page 35 states: 6. COMPENSATION. In consideration of Contractor’s faithful performance of the Services, PSTA agrees to pay Contractor according to prices set forth in revised Attachment 3. All prices shall be held firm throughout the duration of the Contract Term and any Renewal Term(s), unless otherwise agreed upon

in writing by the Parties. What is the renewal term period? If there is no renewal term, can PTSA revise the Section 6 Contract pages 33-42 in all areas that refer to a renewal term?

**Response:** Page 32 of the RFP states the Term of Agreement which will be 5 years.

19. **Question:** Page 46 Attachment 3. Can PTSA revise this page to include more detail such as the following:

**Solid Waste compactor lease rate / disposal per ton rate**

**Metal Recycling roll-off lease rate / disposal per ton as solid waste rate if contaminated**

**Glass Recycling roll-off lease rate / disposal per ton as solid waste rate if contaminated**

**Paper (seven, 32-gallon bins) / disposal per ton as solid waste rate if contaminated**

- Do the containers need to be a locking security type of 32-gallon bin? **[PSTA Response]** Yes
- How many times were each bin emptied from 1-1-2016 to 12-31-2016? **[PSTA Response]** N/A, service not in place during this time frame
- Are all of the bins located at the same address? If so, what is the address? **[PSTA Response]** They are at the same facility but there are two addresses, 3201 Scherer & 3101 Scherer Drive North, Saint Petersburg, FL., 33716

**Fluorescent Bulbs**

- What are the sizes of bulbs (4ft, 6ft, 8ft) and quantities of each size to be recycled? **[PSTA Response]** sizes of bulbs are 22" to 72" and quantities are approximately 1700 pcs annually.

**Aluminum/Plastic / disposal per ton as solid waste rate if contaminated**

- Can this be changed to aluminum cans and plastics #1 and #2? **[PSTA Response]** Please explain your question
- What size container and what is the frequency of collection? **[PSTA Response]** 95 gallon (wheeled)/weekly
- If this is a roll-off can proposer list a lease rate for the roll-off? **[PSTA Response]** Yes, include in revised attachment 3 – Cost Proposal Form.

**Single Stream (included paper, cardboard, newspaper, plastic bottles #1 and #2 and aluminum cans**

- Disposal per ton as solid waste rate if contaminated
- What size container and what is the frequency of collection? **[PSTA Response]** Supplier shall provide a recommendation in their response.
- If this is a roll-off can proposer list a lease rate for the roll-off? **[PSTA Response]** Yes, include in revised attachment 3 – Cost Proposal Form.
- Will the unit price per pull be used for the extra pick-up(s) requested rate? **[PSTA Response]** Yes

**Response:** Please see each "**[PSTA Response]**" above for individual responses to each item listed in this question.

20. **Question:** What is the start date for the proposed contract?

**Response:** July 2017

21. **Question:** Who is the current service provider?

**Response:** PSTA does not currently have a Recycling supplier. For waste, Big Yellow Dumpster is the current supplier.

22. **Question:** We would like to request the frequency of service at each of the locations listed?

**Response:** A recycling program is new to PSTA and we do not have the requested information. In addition, there is only one location and that is 3201 Scherer Drive.

23. **Question:** We would like to request a breakdown of equipment for each location listed.

**Response:** A recycling program is new to PSTA and we do not have the requested information.

24. **Question:** Given the declining commodities market, would the transit authority consider removing glass from the recycling stream?

**Response:** Glass bottles will remain a part of the Curbside Recycling Bins. Curbside Recycling Bins for single stream office recycling to include aluminum/steel cans, mixed paper, milk/juice cartons, newspaper, plastic bottles and plastic #1-7 and glass bottles/jars. (Per Pinellas County Guidelines for Single Stream Recycling)

**All other Proposal terms and conditions originally issued remain unchanged.**

REMINDER: Make sure you mark "Addendum No. 1" on Attachment "1" Acknowledgement of Addendum and remember to sign and return Acknowledgement Addendum form with your submittal package. Failure to do so may result in the disqualification of your proposal submittal.

The RFP is revised to the extent specifically amended by Addendum #1. Otherwise, all provisions of the RFP remain in effect.

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