

RFP # 2019-0329 Waste Hauling in the City of Dardenne Prairie

ADDENDUM # 1

As stated on pages 4 and 5 of the Request for Proposal ("RFP"),

"INVESTIGATION BY CONTRACTOR: It shall be the responsibility of the Contractor to thoroughly read and understand the information, instructions, and specifications contained in this RFP and the Contract Documents. Contractors are expected to fully inform themselves as to the conditions and requirements of the services to be provided. Failure to do so is at the Contractor's own risk. If a Contractor's Proposal is accepted, the Contractor will be responsible for all errors in the Proposal resulting from a failure or neglect to comply with these instructions. No plea of error or plea of ignorance resulting from Contractor's failure to make the necessary examinations and investigations will be accepted as a basis for varying the requirements of the City. The City will assume that submission of a Proposal means that the Contractor has familiarized itself with the conditions and requirements and intends to comply with them unless specifically noted otherwise. Unless otherwise provided in the SPECIAL CONDITIONS when the specifications include information pertaining to preliminary investigations made by the City, such information represents only the opinion of the City. That information is only included for the convenience of the Contractor. The City assumes no responsibility whatsoever with respect to the sufficiency or accuracy of the information."

In addition, in the RFP at page 7, Special Conditions, the paragraph entitled "General City Information" provides as follows:

"The City of Dardenne Prairie is an established community located in the center of St. Charles County. The City has an estimated population of 13,360. There are approximately 4,272 housing units in the City. The information provided in this Section represents only the opinion of the City. That information is only included for the convenience of the Contractor. The City assumes no responsibility whatsoever with respect to the sufficiency or accuracy of the information. It shall be the responsibility of the Contractor to become familiar with the City's residential areas."

That said, the City wishes to respond to questions posed by various parties.

1)Request current rates for all services (Garbage, YW, Bulk & RCY)

RESPONSE: Current service rates per home

- a. Trash \$13/month
- b. Recycle \$13/month
- c. Yard waste \$7/month
- d. Bulk \$20/pickup
- e. White Goods \$20/per item

2)Request current tonnages for all services (Garbage, YW, Bulk & RCY)

RESPONSE: The City does not have information regarding current tonnages for all services.

3)Please confirm that any renewal terms, including any new rates or services, will allow for mutual City/Contractor agreement.

RESPONSE: Per the RFP at pp 7-8, in the clause "DURATION AND SCOPE OF CONTRACT," the City has the option to renew the contract up to seven (7) times for periods of 12 months each time. At the time of renewal the price for services may be adjusted by MUTUAL AGREEMENT. The amount of the "exact increase or maximum percent increase shall be indicated on the price sheet..." submitted in response to the RFP. Proposed price increases must be submitted to the City at least ninety (90) days before the expiration of the current or renewal term.

4)The City is requiring the Contractor to collect all waste and/or recyclables set out for collection. Is the City requiring (except upon an adoption of a bulk waste option) that all materials (garbage or recyclables) be placed within the cart for collection (content of cart only)? Otherwise, the City will be open to residents selecting smaller, less expensive cart options but placing excess waste outside the cart for collection that cannot be collected via automated side loader. Please clarify that the intention is to limit materials to content of carts only and that residents may select and pay for multiple carts to meet the no limit on the amount of solid waste or recyclables criteria.

RESPONSE: See the RESPONSE to question 19 below.

5)Please provide a detailed listing of all City facilities and containers needed to serve each location. Include container size and collection frequency.

RESPONSE: There are dumpsters at City Hall/City Hall Park and at the Dardenne Athletic Fields and at Barathaven Park soccer/cricket fields. They are serviced at least once a week and more often, if needed. See also question 20 below and the RESPONSE.

6)Please provide the current listing of recyclables collected and the processing location.

RESPONSE: The City is aware that Recycle collections are made of paper and cardboard on alternate weeks and of metal and plastic on alternate weeks. Previously the incumbent employed single stream collections each week. The incumbent may resume single stream collections in the near future.

7)Please provide current service days (mapping from incumbent) map zone/existing route schedules.

RESPONSE: The City is aware that service is provided to residents Monday through Friday. The City does not have mapping of routes. The City expects prospective contractors to design their own routes.

8)Can you please provide me with a list of all city facilities that we would service per the RFP?

RESPONSE: Yes. City Hall and City Hall Park, Dardenne Athletic Fields next to City Hall, and Barathaven Park at the soccer/cricket fields;

9)Can we please also obtain a copy of the current contract and current pricing?

RESPONSE: Yes. A copy of the current contract will be scanned and posted on the City Website.

10)Is a performance bond required for any contractor? If so, how much is the amount of the bond?

RESPONSE: No.

11)Is a bid bond required for any proposals submitted? If so, how much is the amount of the bond?

RESPONSE: No.

12)What is the expiration date of your current contract with Grace Hauling?

RESPONSE: December 31, 2019

13)Are you making maps available showing the city's boundaries, streets and subdivisions? Possibly # of homes per subdivision?

RESPONSE: See the current zoning map available on the City Website at the following URL:
https://docs.wixstatic.com/ugd/e5681c_a3605dea8523454dbcfa77fc4b5c5117.pdf

14)Will dual stream recycling that requires residents to drop-off paper and cardboard at a central location be considered? With glass, plastics and cans being picked up curbside. Paper and cardboard being taken to drop-off site.

RESPONSE: No.

15)The RFP states that "Residential solid waste and recyclables shall be collected once per week, on the same day each week at the curbside." Is that intended to mean both waste streams have to be serviced the same day with the trash cart sitting next to the recycle cart or does it mean trash must be serviced on say "Tuesday" every week and Recycle must be serviced on say "Wednesday" every week?

RESPONSE: Trash should be collected on the same day each week. For example, a route that collects trash on Monday and a route that collects trash on Tuesday; then a route that collects recyclables on Thursday and a route that collects on Friday. The prospective contractor may propose to complete all trash collections on the same day and all recycle collections on a different day. The City recommends that both trash and recycle collections not be scheduled for the same day.

16)A three year contract (with option years) is a short period of time to recoup all of the capital costs involved. Is there a chance to make a five year contract (with option years)?

RESPONSE: No

17)Requiring the bidder to offer three cart sizes will require significant additional capital costs for any bidder. Is there a possibility to reduce that to two sizes as 35 gallon is not as common as 64 and 96 gallon carts.

RESPONSE: No. There are residents of Dardenne Prairie living in villas with limited storage space who do not generate much trash. They have expressed to the City a desire for smaller carts.

18)Can you provide a copy or link to Chapter 230 of your City Code that you refer to in the bid?

RESPONSE: Yes <https://ecode360.com/29685507?highlight=&searchId=4777051969766933#29685507>

19)Under "Service Specifications" it states that "there shall be no limit on the amount of residential solid waste or recyclables set out for collection on a weekly basis." Is that meaning that the bidder is required to give resident as many carts as they request at no additional charge? Or is it to mean there is no limit but anything more than one cart can potentially have additional charges? Additional carts would be an additional charge.

RESPONSE: Prospective Contractors may propose to offer residents additional trash carts at an additional fee per cart per month. The City expects the Contractor to collect the solid waste placed at curbside whether the quantity is contained in one or more containers. It has been the experience of the incumbent that, occasionally, residents place some solid waste next the container and that waste is collected by the driver and deposited in the collection vehicle. The City would expect that practice to be observed by the Contractor.

20)The RFP talks about the service expectations at “City Events”. Can you provide a list of the annual events and will there be any expectations of service being provided on weekends for these events?

RESPONSE: The City hosts an Easter Egg Hunt in the Spring, Prairie Day in September, 4 Concerts in the Park once per month in May-August, Salvation Army Tree Lighting in November. The City expects trash pick-up on the Monday following those events. The City currently has been furnished 15 carts which are placed near the dumpster for pick up after such events.

21)Is service to include only single family homes?

RESPONSE: Service includes the St. William Apartments, the Pine Crest Apartments, the Town Square Apartments, the Georgetown Apartments and various villa communities as well as single family homes.

22)Are all services provided using residential carts? No commercial type containers, frontload, rearload, rolloff style?

RESPONSE: No. Some bulk containers are used at City Hall, the Dardenne Athletic Fields, the Barathaven soccer/cricket fields, and at several apartment complexes. Commercial locations also use bulk containers.

23) What type of dwelling units make up the 4200 households?

RESPONSE: single family residences, attached villas, and apartment buildings

24) Will bids be opened and read on 9/13/19 at 10 am?

REPOSE: No. Proposals will be opened on 9/13/2019 to be subsequently evaluated by staff according to the criteria expressed in the RFP.

25)When is the contract award date?

RESPONSE: The City staff intends to present the recommendation for award of the Contract to the Board of Aldermen for decision by the Board on October 2, 2019.

26)Is yard waste collected all year long?

RESPONSE: Yard waste is not collected in the months of December, January and February.

27)Will this contract be awarded to only one hauler?

RESPONSE: Yes

28)When will the awarded Contractor receive a list of addresses in the City of Dardenne Prairie to be serviced under this Contract?

RESPONSE: Prior to October 31, 2019

29)Can missed pickups be abated within 1 business day, instead of 24 hours after complaint?

RESPONSE: In the case of missed scheduled collections, the Contractor shall investigate and, if verified, shall arrange for the pick-up of said refuse within twenty-four (24) hours after the complaint is received.

30)If scheduled pick-up falls on a Holiday can regular service be rolled to the next day?

RESPONSE: Yes

31)What are the yard waste limits?

RESPONSE: See Chapter 230 of the City Code at question 18 above.

32) ***Will the City provide the number of households participating in optional yard waste? Or the participation percentage?***

RESPONSE: The City does not have that information.

33) ***Does the RFP at page 17 CORRECTLY call for a price per month per dwelling unit for bulky rubbish?***

RESPONSE: No. This is an error in the RFP. The City contemplates the collection of bulky solid waste and white goods only upon request of the resident/customer at a price per pick-up. The prospective contractor should provide a price list for bulk waste pick up and white goods pickup as part of its proposal.

34) ***Does the RFP at page 17 CORRECTLY call for a price per month per dwelling unit for emergency collection?***

RESPONSE: No. This is an error in the RFP. The City contemplates the collection of waste under emergency conditions only when called upon to do so by the City. The price for an emergency collection would be subject to the Contractor's published price list or to negotiations based on the particular circumstances of the emergency.

END OF ADDENDUM #1