



ADDENDUM NO. 1

Date: March 19, 2019

To: All Interested Parties

From: Litsy C. Pittser, Procurement Specialist
Village of Palmetto Bay
9705 E Hibiscus Street
Palmetto Bay, Florida 33157

Re: Request for Proposal No. 1819-11-010
Emergency Debris Removal and Disposal

This Addendum forms a part of the Request for Proposal No. 1819-11-010 (RFP) Package Document with any amendments and/or additions noted below.

Pre-Bid Meeting on March 19, 2019 10:00am - Minutes

The meeting was opened by introductions from the Village staff: Procurement Specialist, Litsy Pittser and Jenny Polynice-Hall, Grant Writer and FEMA reporting designee. The Village directed all in attendance that the meeting was a Pre-Bid Meeting and was NOT mandatory.

Village: The Village opened with a statement to rectify a paragraph on the RFP that would incline the proposers to think that they would be proposing monitoring work as well. The procurement specialist stated that on page 24, Section 4.4 "Field Collection Monitoring" shall be eliminated from the RFP. Please note that this RFP is only for Debris Removal and Disposal. Hopefully this will clarify the confusion on this matter. The Village shall be its own monitor or shall publish an RFP for monitoring services as a separate service.

Mr. Jay Gunter, DRC Emergency Services

Question: Do you have a debris management plan?

Village: The Village does not have a debris management plan; the Village is currently using Miami-Dade County's plan.

Question: Do you have any DMS Sites already?

Village: We do not have official DMS sites, although with Irma the Village used Coral Reef Park as one of the sites to use then the debris was hauled to the dump. I believe the Village used the South-Dade dump site.

Question: Do you have a landfill agreement with them?

Village: The Village does not have an agreement with the landfill but the two contractors that the Village used for Emergency Debris Removal and Disposal did have an agreement with South-Dade.

Question: How much debris did you have with Irma?

Village: The amount was stated on the RFP it is 240,462 cubic yards

Question: When do you think the evaluation committee will evaluate the proposals?

Village: Once the opening date has expired, the procurement office will keep the proposals for about 2-4 days to prepare the packets that will be going to each examiner. The examiners usually take between 1 week to 2 weeks before they send their score sheets back to procurement. If at that time they request an examiner meeting, this will add another week.

Village Statement: Just like the Village did back in 2014 when this was published, there will not be just one awarded contractor. Contractors will be ranked from top to bottom, if a natural emergency arises, the Village will contact the 1st ranked contractor, if the Contractor cannot perform the load in an emergency because they are also servicing other cities, the Village will go down the list until we have the service fulfilled. The Village in the past has also used two of the contractors and assigned them different task to be able to pickup and clear debris at a faster pace.

Question: How does the Village determine who will get the Notice to Proceed first.

Village: As stated above, the Village will rank all the contractors through the review process. The highest ranked contractor will be the first the Village will contact, if the contractor is set and ready for the emergency, the first ranked will get the NTP. If the disaster is too great and more hands on is needed, the Village shall give the NTP to the first, second, third and so on until task has been fulfilled.

Question: Are you guys willing to haul the debris further to get a better net savings? In other words, if we recycle it instead of taking it to a landfill?

Village: That should not be a problem if it is well documented for FEMA. There is a section on recycling that we would need to fill.

Question: Are the tipping fees passed through?

Village: Going back to Irma, the way that it was done was the Contractor would use their truck a Village monitor would be there and collect the tickets. So, the Village would pay the tipping fees collected by the Village Monitor.

Question: With the package we submit a bonding letter? No Bonds?

Village: At this point a bonding letter is enough, once an NTP has been signed the Village will require 100% Bonding.

Question: Instead of the aerial photos, can we use drone footage?

Village: Yes, absolutely it seems that more companies are relying on drones, much easier and faster.

Emailed Questions:

Ms. Amy Wiggins, TFR Enterprises, Inc.

Question: Do we need to add disposal fees to our price proposal or will tipping fees be considered a pass through to the city?

Village: The Contractor will use their truck to the dump site, the Village monitor will collect the ticket and the Village will be responsible for the fees.

Ms. Leigh Ryals, Crowder Gulf

Question: It seems after reviewing the RFP that it is requesting debris monitoring?

Village: The Village opened with a statement to rectify a paragraph on the RFP that would incline the proposers to think that they would be proposing monitoring work as well. The procurement specialist stated that on page 24, Section 4.4 "Field Collection Monitoring" shall be eliminated from the RFP. Please note that this RFP is only for Debris Removal and Disposal. Hopefully this will clarify the confusion on this matter. The Village shall be its own monitor or shall publish an RFP for monitoring services as a separate service.

Thank you,

Litsy C. Pittser
Procurement Specialist



**ACKNOWLEDGEMENT OF
ADDENDUM SOLICITATION**



Amendment/Modification No: 1

Amendment of RFP No: 1819-11-010

Title: **Emergency Debris Removal and Disposal**

Name of Proposer _____

Date Addendum Received _____

Total Pages of Addendum including Acknowledgement 4

Print Name _____

Signature _____

All other terms and conditions stipulated in the original Village of Palmetto Bay Request for Proposal shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all bids. This acknowledgement form must be included in the response and failure to sign and submit this form may result in your proposal being rejected.