



ADDENDUM NO. 1

Issue Date: December 6, 2023

Project Name: Solid Waste and Recyclables Collection Services

RFP Number: 2024020

RFP Opening Date: **January 31, 2024**

This addendum is being released to provide responses to questions received to date as well as to provide an updated Price Form. The information and documents contained in this addendum are hereby incorporated in the request for proposal. **This addendum must be acknowledged where indicated on the Proposer Information Form, or the proposal may be declared non-responsive.**

Questions and Answers

1.	Can the County please confirm how the franchise fee payment is calculated. Proposers should utilize Example 1 calculations. FF is due to County not City.
2.	On page 17 of 51 Tab 5 B- Proposal & Evaluation- section (a) #2 states the firm receiving the most points being ranked #1. Then in section (b) #2- states that the firm receiving the lowest avg ranking (closest to #1) shall be ranked the #1 firm. These sections seem to contradict each other, can the County please clarify? Section A refers to how the individual committee members will score; Section B refers to the ranking order of proposals established by the committee as a whole.
3.	Can the County please give an example of the evaluation scoring of the submittals? See RFP page 18-19. An example scoring table is shown on the next page.



Criteria and Maximum Points	Max Point Value	Multiplier	Points Awarded
1. Qualifications and References (Tab 1)	25		
2. Technical Proposal (Tab 2)	25		
3. Participation Growth Strategy (Tab 3)	5		
SUBTOTAL (Max 55)			
4. Financial Proposal (Tab 4)	45		
Total Score			
Rank Order of Proposals			



4. RFP page 40 of 51 in Attachment A- Current Fee Schedule there is an asterisk for the Single Family SW Universal/mo section. What is the footnote that the asterisk is referring to?

No footnote should be included. Asterisk shall be removed.

5. Sample Agreement Article 6 Residential Collection Service, in this section each of the service options for solid waste require the vendor to provide the carts for collection. In Article 12 containers, this section refers to customer owned containers for options 1 & 2. Can the County clarify if the carts are to be purchased by the residents at a hardware store or supplied by the vendor?

Franchisee shall be responsible for providing carts under all Residential service options as noted in Sample Agreement Article 6. The provision for providing carts for yard waste are limited to Options 3 and 4. Yard Waste in Options 1 and 2 may be placed curbside in customer owned containers.

6. Sample Agreement Article 13.1.10- this section states that the county reserves the right to add antennae and computer device to collection vehicles to record automatic meter reading. Is it the County's intent to have the Solid Waste vendor also read water meters?

No.

7. Sample Agreement Article 19.3 Temporary Special Rates for options 1&3, Franchisee shall offer a 10% discount for all new subscribers who sign up between 10/1/2025-10/31/2025. Since this will be a new contract is it the County's intent to consider every single-family home a new subscriber thereby requiring the Franchisee to give the 10% discount?

No. Article 19.3 shall be fully removed from Sample Agreement.

8. Can the County confirm that the franchisee can charge the resident for the delivery of an additional solid waste cart?

Confirmed. Each additional roll cart cost includes delivery.

9.	Can the County confirm that the franchisee cannot charge the resident for the delivery of an additional recycling roll cart?
	Confirmed. See Article 12.3.6.
10.	Can the County confirm that the franchisee can charge an additional monthly collection charge for the collection of the additional solid waste carts per the RFP price form? See line item 31.
	Confirmed. See Sample Agreement Article 6.
11.	Sample agreement section 23.4 states that the county could require the franchisee to collect debris from a non-declared event, and that charges for such collection shall occur at the tonnage rate specified in Exhibit #1. Can the county please modify the price form to include a line item for non-declared event debris. Also, can the county please issue a definition of what materials make up a non-declared event debris.
	Section 23.4 shall be fully removed from the Sample Agreement.
12.	RFP Page 10 – In an effort to maximize efficiency and mitigate unnecessary cost, would the county consider making a change in the is section to require the resident to call and schedule their bulk collection for their next service day, with a minimum of 48 hours’notice? This will reduce the need of having to drive down every street even in the case when there is no bulk out for collection.
	No, the Franchisee shall provide dedicated bulk-pick up routes for all residential and multi-family properties in the Solid Waste Franchise Area.
13.	RFP Page 10 – MF service option #1 & #23 refers to written contract. Will the county accept a digital form of confirmation of service levels and rates?
	Written contract with Customer applicable under Options 1 and 3 subscription based only. Electronic contracts are acceptable if customer preference, however, proposer must also offer paper contracts if sought by customer.
14.	On Page 15 of Sample Agreement, 6.1.2.4, it appears that the start of the sentence is missing, as it starts with a comma. What is the missing verbiage?
	Typo deleted
15.	To get sections of the RFP and the Sample Agreement to match, would the county consider modifying the requirements for container delivery/swaps located on page 10 of the RFP and on pages 14,16, 17, and section 12.4.6 of Sample Agreement to match section 12.3.2 of same agreement, which requires 7 business days for any container actions? This will help reduce any potential confusion.
	Yes, all container delivery/swap services shall be performed within three (3) business days. The RFP and the Sample Agreement shall be modified to reflect this change.
16.	Sample Agreement section 6.5.4 (b). The way this section is written currently, it appears that the residents can order an unlimited number of additional carts. Will the county consider modifying this section to a limit of only one additional solid waste cart or yardwaste cart per home?

	No; however, the Sample Agreement and the Bid Form allows the Franchisee to charge for the cost, the delivery and the collection of any of the additional container(s). This should help discourage the request for unlimited number of additional container(s).
17.	Sample Agreement section 12.2.8 – Is it the county’s intent to require the franchisee to have every commercial container equipped with a gravity lock? This will represent an unnecessary expense to the customers. Would the county consider modifying this section to require the franchisee to supply gravity locks only upon request?
	No. Gravity locks shall be provided on all Commercial Containers.
18.	Sample Agreement section 22.2.2 states that the maximum rate adjustment is capped at 3.5%. On Exhibit 4, page 52 shows rate adjustment capped at 5%. Will the county please clarify what is the correct rate adjustment cap?
	Sample Agreement Section 22.2.2 shall be modified to reflect a cap of 5%.
19.	Exhibit 4 rate adjustment. Will the county consider utilizing a CPI index that is aligned with and more indicative of the solid waste collection services, such as the Water, Sewer& Trash, or Garbage & Trash index of the CPI>
	No.
20.	The RFP mentions a Performance Bond frequently. However, on page 16 under Tab 5 Required Forms and Submittals, it refers to Bid Security in the amount of \$15,000, which seems more like a Bid Bond requirement. Please clarify which one you will require.
	Propose as scoped in the RFP. As stated in the RFP the County is requiring both Bid Bond related to the proposal package submitted with the RFP and a Performance Bond that will become effective upon contract award and cover the performance under the final agreement.
21.	Are the City’s (other than Indian River Shores) a part of the requirement to service recycling (6.3.4 of Sample Agreement) and Bulk (page 9 of 51 on RFP) on the same day as solid waste?
	Indian River Shores, as a joint party to any resulting agreement under this RFP will be the only city requiring same day service. However, any municipality utilizing the Piggyback Clause included in the Sample Agreement shall receive the recycling and bulk services on the same day as the solid waste collection service unless negotiated differently in the separate agreement with the said municipality.
22.	Since the Contract Award will be in April 2024, will there be a CPI rate adjustment in October 2024? Or will the first-rate adjustment take place October 2025?
	No. See Sample Agreement Article 22.2.1. The first-rate adjustment request must be made no later than Marth 15th. If approved by the SWDD Board, the rate adjustment would become effective October 2026.
23.	Article 12.3 of Sample Agreement states Franchisee shall provide roll carts for Solid Waste & Yard Waste (SO #3 or #4 Only). On the solid waste carts, will that just be for the new customers who were not part of the subscription service, or will all solid waste carts have to be replaced?
	Propose as scoped in the RFP. All new carts.

24.	18.4.5 of Sample Agreement requires reconciliation of “scale tickets’ and “route load” tickets. Please define what a “route load tickets” is.
	This reconciliation process ensures Franchisee meets provision in Article 14.2.1 related to the mixing of loads of materials. A route load ticket references the internal ticket or tracking system of fleet utilized on a specific route and ensures that route and vehicle utilized to collect a material stream correlates to the received scale ticket.
25.	Will the county provide a spreadsheet of the commercial and multi-family customers with container sizes and frequency?
	Please see attached the latest monthly service spreadsheet.

Attachment

Monthly Service Spreadsheet

IRC RFP2024020 PRICE FORM - Addenda 1 (Spreadsheet)