

**Residential Recycling Services and City Facility Solid Waste  
Collection and Disposal  
Addendum #2**

**To: All Bidders**

**From: Doug Crabill, Community Development Manager**

**Date: June 9, 2017**

**Re: Bid Date and Time; Alternates #1 and #2-Residential Solid Waste Collection-Q & A; Carts and Bins (Q & A); Waste Water Treatment Plant Collection (Q & A); Current Rate Charged/City Facility Billing (Q & A); Alternate Bid Evaluation; Alternate #6 Changes**

**Bid Date and Time**

The bid date and time is hereby changed in the bid documents, including the advertisement for bids to **11:00AM on Thursday, June 22, 2017** at which time bids will be publicly opened and read aloud. This change to the bid date and time shall supersede any previous change to the bid date and time.

**Alternates #1 and #2-Residential Solid Waste Collection-Q & A**

Q1: If alternate bid #1 or #2 is chosen, would either of these options require implementation by 9/1/2017?

A1: If either of these options were chosen, an implementation period would be required, including passage of a city ordinance to require that all residential units participate in the city's solid waste collection program. Implementation would extend past 9/1/2017 if either alternate #1 or #2 was accepted and implemented. At the present time, the city anticipates that the curbside recycling program will be maintained, but the program will probably not be expanded to incorporate solid waste. Alternates #1 and #2 are mainly an effort on the city's part to understand the marketplace for solid waste collection if the city moved to one single hauler for solid waste collection.

Q2: Any idea about the current tonnage that is being amassed for residential collection in Urbana?

A2: At present, there are at least three vendors providing residential solid waste collection in the city. As a result, the city does not have any tonnage information available. This tonnage may be available through the North Central Ohio Solid

Waste District. Presently, Waste Management, Rumpke, and Roberts Refuse Service provide residential solid waste collection services in Urbana on a subscription basis.

Q3: Would the households be limited to cart only collection or would people be able to set out more waste?

A3: Households would be limited to cart only collection if alternate #1 or #2 was accepted.

Q4: What are the parameters for large item collection?

A4: Households would be allowed up to one large item to be collected per month if arranged through the city's Utility Billing Office and placed curbside for collection in accordance with the selected contractor's guidelines.

Q5: Is there a thought or discussion regarding education of residents as this could be a major change?

A5: If either alternate #1 or #2 was accepted and implemented, the city realizes that this change would be substantial, and it would require an educational effort by the city, solid waste district, and the selected contractor. Furthermore, the city realizes that education would be required as part of the extended implementation process required if one of these options is accepted.

Q6: Would this program be an all inclusive deal or would residents be able to opt out?

A6: If either alternate #1 or #2 was accepted and implemented, a city ordinance to require that all residential units (single family homes and duplexes) participate in the city's solid waste collection program would need to be passed. If either alternate #1 or #2 was accepted, as required by the ordinance, all billing would be handled through the city on the city utility bill with the contractor providing the solid waste collection service as a city contractor to all residential units (single family homes and duplexes).

### **Carts and Bins (Q & A)**

Q1: Looking at the spec, is there any way that we can submit a bid based on the status quo? This would be a mix of bins and carts.

A1: For clarification, the two-day and one-day single stream collection options in the base bid that include 18 gallon containers furnished by the city are the status quo options. The intent would be to continue to use a combination of 18 gallon containers (bins) furnished by the city and 64 gallon carts furnished by the contractor.

For clarification, the bid form has been updated as part of this addendum to reflect the combination of container sizes envisioned for these options. The bid form included with this addendum shall supersede any previous version.

Q2: How many people have carts currently?

A2: The current contractor provides one 64 gallon cart to residents who opt to call the contractor and request the delivery of a cart.

In addition, for no additional charge, the contractor provides one 64 gallon cart to subscribers to the commercial establishment recycling program. If a commercial establishment requires additional carts, the carts are billed by the city to the commercial establishment at a monthly rental per cart of \$2.00 per month, and this fee is paid directly to the contractor for furnishing the cart.

Presently, the current contractor has estimated that approximately 40% of the residential units in the city are utilizing a cart provided by the contractor.

In addition, there are approximately 14 commercial establishments who are currently utilizing carts for that program.

### **Waste Water Treatment Plant Collection (Q & A)**

Q1: How often are the dumpsters picked up at the water treatment plant?

A1: For clarification, there are five 3 yard dumpsters at this facility at 1263 Muzzy Road. These dumpsters are emptied twice per week on Mondays and Thursdays. This count of dumpsters shall supersede the previous counts identified within the bid documents.

Q2: Is the grit screening put in the dumpsters or dumped out of the 95 gallon carts?

A2: The grit screenings are placed directly into the 96 gallon carts, and the staff at the facility rotates these carts out for collection. The carts are directly emptied into the collection vehicle by the contractor at a designated location at the facility. At any given time, the carts are being rotated between the plant operation itself and the designated pickup location. There are an estimated twenty 96 gallon carts furnished by the contractor in use throughout this facility. Furthermore, the carts are only emptied by the contractor one day per week on Thursdays.

## **Current Rate Charged/City Facility Billing (Q & A)**

Q1: What is current rate being billed by Waste Management?

A1: Presently, all residential units as defined in the bid documents are charged \$3.18 per month on their city utility bill for recycling service. Furthermore, subscribers to the commercial establishment recycling program are charged \$3.18 per month on their city utility bill. These collected funds are then deposited into a city fund that is used to pay the recycling contractor.

The selected contractor shall be permitted to bill for 3,654 Residential Units at the monthly rate per unit for the length of the contract.

Q2: Are city service buildings part of the current contract? If so, is the billing to residents covering that cost?

A2: Yes, these Municipal Facilities are being serviced, including solid waste collection and disposal at no charge by the incumbent recycling contractor as noted under paragraph #9 in the instructions to bidders. The present contractor is absorbing this cost into the \$3.18 fee per residential unit that is being charged for the collection, transportation, and processing of recyclable materials.

## **Alternate Bid Evaluation**

Bidders shall reserve the right to not provide a bid for any of the alternate options without an impact to the evaluation of their base bid proposals.

## **Alternate #6 Changes**

Alternate #6 shall be revised to reflect the use of only paper yard waste bags. In addition, the proposed program shall be revised to reflect one leaf pickup in mid-November and another leaf pickup in early-December. The bid form has been revised accordingly and included with this addendum. This revised bid form shall supersede any previous version.

**BID FORM**

TO THE CITY OF URBANA, OHIO FOR FURNISHING COLLECTION, TRANSPORTATION, AND DELIVERY FOR PROCESSING OF RESIDENTIAL RECYCLABLE MATERIALS GENERATED WITHIN THE CITY AND COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED IN THE BID DOCUMENTS ATTACHED HERETO:

The bidder declares that: the only persons, company, or parties interested in this bid as principals are identified below; the bidder has carefully examined the attached Bid Documents, including the Agreement; the bidder has thoroughly investigated and familiarized itself with the character and subject of the Bid Documents, including the Agreement; and if this bid is accepted, the bidder will contract with the City in the Agreement attached hereto, to furnish services to the City according to the Bid Documents and the Agreement, for the following prices:

**DESCRIPTION OF SERVICE:** WEEKLY COLLECTION OF RESIDENTIAL RECYCLABLE MATERIALS, COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED

**ESTIMATED COLLECTIONS:** Approximately 3,654 Residential Units within the City of Urbana, City Facilities as Specified

Recycling Materials shall be delivered to the facility or facilities selected by the bidders and identified below.

*THE FOLLOWING NOT-TO-EXCEED BID PRICES INCLUDE THE TOTAL COST OF COLLECTION, TRANSPORTATION AND DELIVERY FOR PROCESSING OF RESIDENTIAL RECYCLABLE MATERIALS AND THE TOTAL COST OF THE COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED IN THE BID DOCUMENTS.*

The current estimated number of qualifying Residential Units is 3,654. The Bidder has reviewed the City and Champaign County tax record and based its bid on \_\_\_\_\_ Residential Units which is close to the estimated 3,654 Residential Units.

Additionally, persons with a disability which limits or impairs the ability to walk as certified by the City shall receive Carry-out Service at the same price to households not receiving Carry-out Services.

	Per Household Cost* of collection, transportation and Delivery for Processing of Recyclable Materials to a Facility selected by the Bidder, (including Recyclable Materials at City Facilities & Subscribers to the Commercial Establishment Recycling Program)	Collection and Disposal of Solid Waste from City Facilities	Collection Day(s) For Recyclable Materials
Single Stream: Two-day collection (18 gallon containers furnished by city) 64 gallon carts (furnished by the contractor) 2 weekday collections		Included in Per Household Cost Per Month	
Single Stream: One-day collection (18 gallon containers furnished by city) 64 gallon carts (furnished by the contractor) 1 weekday collection (Thursday)		Included in Per Household Cost Per Month	Thursday
Single Stream: Two-day collection (64 gallon wheeled cart furnished by contractor) 2 weekday collections		Included in Per Household Cost Per Month	
Single Stream: One-day collection (64 gallon wheeled cart furnished by contractor) 1 weekday collection (Thursday)		Included in Per Household Cost Per Month	Thursday

**Location of Recyclable Material Processing Facility Selected by Bidder**

\_\_\_\_\_ Street Address \_\_\_\_\_, \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Bid Bond Verification \_\_\_\_\_ [initials of City Representative]

\*All prices shall be the same per household cost for each year of the 3 year term of the recycling Agreement and for one (1) subsequent 2 year renewal for up to a maximum 5 year contract.

	Per Household Cost*	Collection and Disposal of Solid Waste from City Facilities	Collection Day(s)
<b>Alternate #1</b> -Single Stream Recycling -Residential Solid Waste Collection -Two-day collection -2 weekday collections -64 gallon wheeled cart furnished by contractor for recyclables -Wheeled cart furnished by contractor for solid waste -Automated Collection	64 gallon cart recycling _____ (per month) 32 gallon cart solid waste _____ (per month) 64 gallon cart solid waste _____ (per month) 96 gallon cart solid waste _____ (per month)	Included in Per Household Cost Per Month	
<b>Alternate #2</b> -Single Stream Recycling -Residential Solid Waste Collection -One-day collection -1 weekday collection (Thursday) -64 gallon wheeled cart furnished by contractor for recyclables -Wheeled cart furnished by contractor for solid waste -Automated Collection	64 gallon cart recycling _____ (per month) 32 gallon cart solid waste _____ (per month) 64 gallon cart solid waste _____ (per month) 96 gallon cart solid waste _____ (per month)	Included in Per Household Cost Per Month	Thursday
<b>Alternate #3</b> -Local Electronic Drop-Off Event -Saturday Morning in Spring (8AM-12PM) -Once Every Other Year	Specify Proposed Program		
<b>Alternate #4</b> -Large Solid Waste Collection Citywide (Residential) -One Pass Down Each City Street on Scheduled Day -Once Every Other Year	Specify Proposed Program		

<b>Alternate #5</b> -Yard Waste Collection -Paper Yard Waste Bags -Bundled Brush -Normal Collection Day -May 1-November 30	Specify Proposed Program		
<b>Alternate #6</b> -Bagged Leaf Collection (Paper Bags) -Weekly Collection from Each Residential Property) -2 Scheduled Pickups (mid-November and early-December)	Specify Proposed Program		

If the foregoing bid is accepted by the City, and the undersigned fails to execute a satisfactory Agreement within ten (10) days from the Notice of Award, then the City, at its option, may determine that the undersigned has abandoned the Agreement and thereupon this bid shall be null and void and the Bid Bond or other bid security accompanying this bid shall be forfeited to and become the property of the City; otherwise, the Bid Bond or other bid security accompanying this bid shall be returned to the undersigned on demand.

**THE FULL NAME AND RESIDENCE OF ALL PERSONS AND PARTIES INTERESTED AS PRINCIPALS IN THE FOREGOING BID ARE AS FOLLOWS:**

NAME	ADDRESS
_____	_____
_____	_____
_____	_____

**COMPANY OR BIDDER'S NAME** \_\_\_\_\_

**STREET ADDRESS** \_\_\_\_\_

**CITY, STATE, ZIP CODE** \_\_\_\_\_

**FAX NUMBER** \_\_\_\_\_

**TELEPHONE NUMBER** \_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**SIGNATURE OF BIDDER** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**DATE** \_\_\_\_\_, 2017