

# RFQ #2015-03 Residential Solid Waste, Bulk Waste, and Recycling Services

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## TECHNICAL QUESTION RESPONSES

The following are the responses to the questions received prior to the deadline of 5pm April 10, 2015:

- 1) In reference to the Town's Public Facilities, what are the addresses, what type of containers, the amount of containers and how often are they serviced? **1 Dumpster in Public Works Yard (614 Main St) picked up three days a week. We also have bins outside of the Community Room (118 W 5th Avenue).**
- 2) Is the present recycling in 18 gallon bins dual stream? Does the Town of Windermere purchase these bins? Do the resident(s) pick-up the 18 gallon bins from the Town? Does the Contractor have any cost associated with providing the recycling bins or distributing the recycling bins? **Dual Stream. Yes through Assessment. Resident requests via website and Waste Pro delivers.**
- 3) Do you presently have a Downtown only recycling program? If so please explain. **No. Town Council would like to explore Downtown Recycling Program for current containers within the 500 block (Business District)**
- 4) Is there a Bid Bond required? If the answer is yes, please provide the amount. **No**
- 5) Is there a Performance Bond required? If the answer is yes, please provide the amount. **Yes. The Bond would be in the amount for the yearly contracted price to ensure there is no interruption in service.**
- 6) What is the start date of the new contract? What is the Term of the new contract? Is there any renewal terms in the new contract? What will the term(s) require for renewal/extension of the contract? **October 1, 2015 start date. Yes. Initial 3-5 year then 2year extensions depending on Town Council direction.**
- 7) Is there an annual increase allowed by the Contractor? If yes, what are terms for Contractor to receive an annual increase? **CPI. The rate adjustment is equal to 100% of the net change in the Consumer Price Index (CPI) for all urban consumer items as published by the U.S. Department of Labor, Bureau of Labor Statistics for the preceding twelve month period calculating May's index of the current year as compared to May's index of previous year.**

- 8) Will the Town consider using the Bureau of Labor and Statistics Consumer Price Index for All Urban Consumers: Water, Sewer and Trash Collection Services for an annual price adjustment? **The rate adjustment is equal to 100% of the net change in the Consumer Price Index (CPI) for all urban consumer items as published by the U.S. Department of Labor, Bureau of Labor Statistics for the preceding twelve month period calculating May's index of the current year as compared to May's index of previous year.**
- 9) Will you please provide a copy of the existing contract? Please provide a copy of the existing Insurance Certificate supplied by Waste Pro to the Town of Windermere.  
**Attached**
- 10) How many sanctioned events does the Town schedule per year? **Farmers Market (Every Friday), Food Trucks (Every 4<sup>th</sup> Friday), Yard Sale (2x Year), Easter Event, July 4<sup>th</sup> Breakfast, Summer/Holiday/Valentine's Day Movie Nights, Windermere 5k (April), Rotary BBQ Event, Craft Beer Fest (October), Windermere Wine & Dine (January), Arbor Day/Treebute (January), and Light up Windermere (November). Recycling and Box Containers are provided.**
- 11) There are no price sheets for a Contractor to complete. Should each Respondent supply our own price sheets? **Yes based on the breakdown within the RFQ**

**Respondent must provide pricing for the following services: Current total amount of Residential customers: 1,108 Parcels.**

**Curbside Service: Current: 1,093 Customers**

- **Curb Side Service: \$ Include Annual Rate**
- **Recycling Service: \$ Include Annual Rate**

**Rear Door Service: Current: 15 Customers**

- **Rear Door Service: \$ Include Annual Rate**
- **Recycling: \$ Include Annual Rate**

**Additional Services: Include Annual Rates. These would be considered as add alternatives over the base bid.**

- 12) In 2. SUBMISSION REQUIREMENTS it states our submittal in a sealed envelope clearly marked on the outside with the Proposers name and "RFQ 2015-3 Residential Solid Waste, Bulk Waste, and Recycling Services" addressed and deliver to Attn: Robert Smith, Town Manager 614 Main Street Windermere, FL 34786.

In 8. Evaluation/Proposal Format it states: All qualification documents should be type written, bound 8 ½ x 11 format, and should be properly identified by name of respondent and marked with “Consulting Services RFQ 2015-03 “Residential Solid Waste, Bulk Waste and Recycling Services” to facilitate effective evaluation by the Town, qualification documents shall be limited to 25 pages.

Which **title** should be on the front cover of our submittal? **RFQ 2015-3 Residential Solid Waste, Bulk Waste, and Recycling Services**

13) May the one (1) electronic copy be submitted on a “flash drive” instead of a CD? **Yes**

14) Have you released any Addenda’s as of this date? **No**

15) Insurance Requirements: Will the Town of Windermere allow the Ten Million Dollars for injuries, including but not limited to wrongful and accidental death per person for Ten Million be achieved by using both primary and excess layers of cover? **Insurance Requirements of Previous Contract would be honored and are attached.**

16) What is the current price Waste Pro is charging the Town of Windermere? **\$268,332 Annual Assessment. Breakdown as follows:**

	<b>Curb Side</b>	<b>Rear Door</b>
<b>2014-2015</b>	<b>238.26</b>	<b>447.74</b>
<b>2013-2014</b>	<b>233.00</b>	<b>420.00</b>
<b>2012-2013</b>	<b>235.75</b>	<b>413.55</b>
<b>2011-2012</b>	<b>252.00</b>	<b>427.32</b>

17) What is the age the truck (in years) required to provide the services of picking up the solid waste, recycling and yard waste in the Town of Windermere **No age requirement**

18) Are Compressed Natural Gas trucks required to provide the service in the new contract? **No**

19) Would the Town consider changing the recycling pickup day to Wednesday in conjunction with your current yard collection? **Yes it would be considered but would need Council Approval.**

20) What are the current times the Town is serviced? **Tuesday/Friday Solid Waste Tuesday Recycling Wednesday Yard Waste. Must be at curb by 7am**

21) Is the Town open to a day changes in service? **Yes it would be considered but would need Council Approval.**

- 22) How is household trash picked up with 33 gallon containers by hand or 95 gallon carts? **32 Gallon**
- 23) Is there any limit to household trash? **Not to exceed 50 lbs. Containers must not exceed 32 gallons. No hazardous waste. Unacceptable items will be tagged for the customer. Typically a ten bag limit**
- 24) Is there any limit to yard waste? **Yes. Acceptable items are all vegetable matter resulting from residential yard and landscape maintenance to include tree and shrub trimmings, grass clippings, palm fronds, or small tree branches. Unacceptable items will be tagged for the customer.**
- 25) How is recycling currently picked up by residents is it 18 gallon recycle bins or 64 gallon carts? **32 Gallon Cans**
- 26) Is the current recycling program dual sort or single stream? **Dual sort**
- 27) What is the current Downtown Recycling Program? **No**
- 28) Will the Town pay disposal or will the hauler? **Hauler**
- 29) Can the current tons for trash annually be provided? **133**
- 30) Can the current tons for yard waste annually be provided? **16**
- 31) Can the current tons for recycling annually be provided? **20**
- 32) How many bins per home is required? **Resident provides own 2 32 gallon garbage bin. Town provides recycling bins.**
- 33) There is language in the RFQ that addresses a “grant” Could you explain what that means or is that just something that was not cut from the original proposal? **Please disregard that section**
- 34) Would the Town/you consider allowing additional questions once we receive your responses? **Only if related to submitted questions and the answers were not clear enough to respond to the RFQ**

- 35) Is the Town open to alternative pricing, in addition to what is requested? **Yes as long as services are maintained.**
- 36) Please clarify whether the Town's Inter-local Agreement with the Orange County Landfill is still valid. If so, could you please share a copy with us. **Attached. Agreement Expired July 2014.**
- 37) Please clarify as to who owns the recycling bins currently serviced curbside. **Currently the Town owns the bins but would consider the new provider providing bins as an add alt to base bid**
- 38) Could you please provide us with a copy of your most recent invoice from you current vendor? **Attached**
- 39) Upon review of your website, we've noticed that Memorial Day is not included on your list of recognized holidays. Please clarify if all collections for that week are delayed by one day like the others. **Memorial Day would be considered a holiday**
- 40) Is the Town open to new and improving technology? (i.e. single-stream recycling, carts, equipment, etc.) **Yes**
- 41) There is a discrepancy in the time for submittals to be received. On the Onvia page it says there is a Pre/Bid conference on the due date at 12:00 AM. I believe this is a mistake but would like clarification. I believe the time for submittal is 5:00 PM on April 24th 2015. **Submittals due on April 24<sup>th</sup> 5pm**
- 42) Did the Town of Windermere elect to go out for RFQ? or did the current provider give notice? If there are any public documentation concerning this could you please provide? **Town elected to go out for RFQ**
- 43) Does the Town of Windermere have a disposal agreement with Orange County? Will the waste be directed? **Attached. Agreement Expired July 2014.**
- 44) Concerning education and better practices on recycling, was this required in the current contract? If so can you give additional details as to what was required and if there was any cost associated with it? **The Town would like to partner with the winning respondent on providing better education and public participation (events) on how and what to recycle. Cost would be time at events and amount for flyers, mailers, etc. Town would offer space in Gazette.**
- 45) What will be the parameters of a Performance Bond, if selected? **Amount of one year contracted price.**
- 46) Will the CPI arrangements be the same in the next contract as is in the current contract? **Yes**

