



# LAKE COUNTY

## FLORIDA

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### ADDENDUM NO. 1

**Date: March 21, 2013**

#### **Request for Proposal (RFP) No. 13-0303, Collection of Residential Waste**

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum \_\_\_ does X does not change the date for receipt of bids or proposals.

The purpose of this addendum is to provide confirming information to all potential responding vendors to the cited Request for Proposals. The information provided herein summarizes the pre-proposal meeting held on March 14, 2013, and various questions from vendors with County responses thereto. A list of pre-proposal meeting attendees has been posted to the .County website.

The pre-proposal meeting commenced with an overview of the RFP itself. Specific attention was drawn to the following contents of the solicitation:

- Proposal response date and time
- The detailed overview of services and requirements stated in RFP Section 1.2
- The fact that a complementary RFP tailored to vendors interested in providing disposal services only was in process
- The fact that the RFP stated no minimum guarantee of volume
- The inclusion of a standard collection agreement within the RFP
- The evaluation criteria stated in the RFP
- The need for all communications to flow thru the assigned contracting officer
- The bonding requirements stated in Section 1.8 of the RFP
- Provision of carts as specified in RFP Section 1.9
- The proposal response requirements stated in RFP Section 1.10, and the need for technical and price proposals in the format and manner stated in the RFP
- The statement of the "County's Exclusive Rights" expressed in RFP Section 1.17

- The reciprocal vendor preference in RFP Section 4.8
- An overview of the pricing tables included in Section 5, as attachment 9 to the RFP

Prior to opening the floor to questions, the County presented a map (copy attached to this addendum) of the County specifically showing the location of the Lake County “convenience centers” wherein County residents are allowed to place recyclable materials in recycling containers. It was stated that vendors have, at their option, the opportunity to service these centers on the basis of no additional compensation. It was further stated that the vendor’s choice in this regard would have no impact on any resulting award recommendation. For informational purposes, vendors are advised that 137 tons of recyclable material were generated during the last fiscal year at the Zone 1 convenience centers. The equivalent values for the Zone 2 and Zone 3 convenience centers were 51 tons and 60 tons respectively. Vendors are requested to complete the following confirming statement:

**CERTIFICATION REGARDING SERVICE TO CONVENIENCE CENTERS**

The vendor identified in the acknowledgement section of this addendum 1 hereby confirms that it \_\_\_\_\_ does or \_\_\_\_\_ does not wish to service the recycling containers in the convenience centers located in any zone for which the vendor is awarded on the basis of no additional compensation or upward adjustment to residential recycling rates.

Printed Name and Signature: \_\_\_\_\_

The questions listed below arose prior to, during the course of, or subsequent to the pre-proposal meeting. Responses to each inquiry are provided immediately following the inquiry:

**Question 1:** One vendor noted that the correct address for the Waste Management transfer station listed in the RFP as one possible point of delivery is 8556 NE 44<sup>th</sup> Drive, Wildwood, Florida.

**Answer 1:** Acknowledged.

**Question 2:** Is it possible that vendors can propose, and be awarded, on the basis of waste being delivered to multiple sites?

**Answer 2:** Yes. A vendor may be required to deliver waste to two or more disposal facilities if the vendor is awarded the Exclusive Franchise Agreement (“Agreement”) for the collection of Solid Waste in two or more Service Areas. However, only one disposal facility for Garbage will be used for each Service Area. A separate disposal facility (i.e., the County’s Landfill) will be used for Yard Trash in each Service Area. The Designated Facilities are identified in Section 19 of the Agreement.

**Question 3:** One vendor requested clarification on whether vendors could propose pricing for Zones 1, 2, and 3 separately, for all Zones, and/or for any combination of Zones 1, 2, and 3. Note: there were several related questions in this regard, all of which are responded to within the response to this question.

**Answer 3:** Vendors may propose for any such combination. Supplemental pricing pages 44A (Price Table 4A, collection only, for Areas 1 and 2 combined), 44B (Price Table 4B, collection only, for Areas 2 and 3 combined) , 44C (Price Table 4C, collection only, for Areas 1 and 3 combined) , and 45A (Price Table 5A, collection and disposal for any two zones combined) are appended to this addendum to support submission of pricing for any combination of two zones for collection only and/or for collection/disposal services. Note: individual and all zone pricing structures were included in the initial solicitation.

**Question 4:** One vendor asked for further clarification on exempt waste.

**Answer 4:** It was confirmed that the RFP did not provide for pick-up or processing of commercial waste. It was further clarified that the vendor would be required to pick-up/process up to 2 cubic yards per month of construction and demolition debris generated from small household repair projects.

**Question 5:** Is the vendor required to de-bag any Yard Trash that is bagged by clients for residential pick-up?

**Answer 5:** Yes

**Question 6:** Please confirm that the vendor is to pick-up only what is placed in the respective recycling and waste containers provided by the vendor, except for the six days following holidays? And how should the vendor respond to any related complaint? Is the vendor precluded from picking up and processing waste outside of the carts?

**Answer 6:** Yes, the vendor is required to pick up the materials that are placed in the Garbage Carts and the Recycling Carts by Residential Customers. The vendor is not required to pick up additional waste outside the carts except on the six days following Holidays. Residents that regularly place MSW or Recycling items outside of their carts should be advised by the vendor of the availability of extra carts pursuant to section 15 of the collection agreement.

**Question 7:** There appears to be a conflict in the contract language via reference to bins and carts. Please clarify.

**Answer 7:** The vendor is responsible for picking up and processing the Recyclable Materials placed in the vendor-provided Recycling Carts. The references to “recycling bins” in sections 27.1.2 and 27.2.2 of the collection agreement merely recognize that these bins are and shall remain the property of the County. These references do not require the Contractor to collect Recyclable Materials that are Set Out for Collection in recycling bins.

**Question 8:** A vendor asked for confirmation that commercial service is excluded from the new, but included in the current, service agreements.

**Answer 8:** So confirmed.

**Question 9:** Various vendors noted that the RRI index used in the current agreements was not included in the new agreements, leaving no specific coverage or process for fuel adjustments. One vendor asked if it was the County’s intent not to provide for a fuel adjustment process.

**Answer 9:** Yes, it is the County’s intent to not provide a routine fuel adjustment process. However, the County may approve extraordinary rate adjustments pursuant to section 38.5 of the Agreement. An annual CPI rate adjustment will be used as an inflation or deflation factor pursuant to section 38.3 of the Agreement.

**Question 10:** Is the expressed requirement for a \$1.00 remittance per residential unit (section 40) and provision of a recycling manual the only actions in regards to community involvement included in the agreement?

**Answer 10:** Yes, plus the six Community Events specified in section 36 of the collection agreement.

**Question 11:** There is a long list of requirements associated with the carts to be provided by the vendor. Are these specifications tailored to a specific manufacturer's cart?

**Answer 11:** No, they are intended to be generic in nature and supportive of open competition. Proposed carts will be evaluated in a reasonable and appropriate manner.

**Question 12:** A representative from an HOA asked if consideration had been given to specific or unique needs that might be involved in over 55, mobile/manufactured home parks, or other similar areas?

**Answer 12:** County staff replied in the affirmative, stating that the agreement had been revised to provide for smaller sized containers on wheels for use in such areas, and suggested that further coordination could be completed in the extended transition period between award and assumption of performance.

**Question 13:** Would the County entertain any service alternatives (such as varying days of service) beyond what was specified in the solicitation and agreement?

**Answer 13:** No

**Question 14:** What specific uses does the County have in mind for data generated by or through the RFID devices affixed to carts?

**Answer 14:** The County intends to maximize recycling efforts and believes RFID data could assist in that regard. It's also the intent to use RFID technology to verify cart collection service (or not).

**Question 15:** It was asked if yard waste could be picked up on any day of the week other than a scheduled MSW/Recycling pick-up day.

**Answer 15:** Yes, Yard Trash can be collected any day of the 5 day work week (Monday through Friday) but shall not be collected on the same day as the MSW/Recycling collection day. It was further confirmed that the daily schedule would be moved forward one day in any week containing one of the holidays stated in the agreement.

**Question 16:** A vendor requested clarification in regards to use of the word "rubbish" in agreement section 7.1.2.

**Answer 16:** "Rubbish" is defined in Section 1.80 of the Agreement. Rubbish is the waste material that is generated by normal housekeeping activities that occur on Residential Property, but it does not include Garbage (i.e., food waste), Yard Trash, or Bulk Waste. Rubbish would include, but not be limited to, Recyclable Materials (e.g., paper, plastic containers, cans, etc.) that are not source separated by the Residential Customers, plus sweepings, packaging materials, discarded clothes and fabrics, and similar materials.

**Question 17:** What should vendors do with bags containing yard waste?

**Answer 17:** Pursuant to section 7.4 of the collection agreement, all yard waste that's placed in a "plastic" bag by the residents shall be removed from the bag by the vendor prior to placing the Yard Trash in the collection vehicle.

**Question 18:** How long will it take for evaluation and award?

**Answer 18:** The County intends to evaluate in May and June with an award recommendation provided to the Board in August.

**Question 19:** One vendor asked for a quantification of the number of “back door” clients.

**Answer 19:** There currently are approximately seventeen (17) county-wide.

**Question 20:** As long as we have a customer service/dispatch office located in Lake County, does it matter where we park the trucks?

**Answer 20:** Pursuant to Section 28.10 of the Agreement, the vehicle maintenance yard must be within 50 miles of the Service Area.

**Question 21:** If you have an RFP for Collection and an RFP for Disposal, why have a pricing sheet (#5) for collection and disposal in the Collection RFP?

**Answer 21:** Vendors may submit a single price per unit that would include collection and disposal services.

**Question 22:** Since to provide pricing for Collection only, the proposer needs to know where each waste stream is going, why is the Disposal RFP due the same day as the Collection RFP?

**Answer 22:** The five disposal sites are listed in the Collection RFP. Vendors are to submit pricing for collection to just the disposal sites listed. This direction doesn’t apply to the combined pricing option for collection and disposal. See Q/A 23 for further clarification.

**Question 23:** Would the County consider allowing MSW to be taken to a properly permitted facility other than the five potential facilities listed in the Collection RFP?

**Answer 23:** The County has identified five viable disposal facilities. The County wants to give all of the [prospective vendors a reasonable opportunity to prepare and submit their prices for using just these five disposal facilities. If vendors are proposing for collection to one or more of the listed sites, those vendors must include pricing for delivery to the selected disposal site(s). If vendors are proposing for collection and disposal, those vendors are free to base their proposal on any disposal site that is properly permitted and approved.

**Question 24:** In Section 7.4 of the Collection Franchise Agreement, yard waste is not limited; but in Section 7.5, bulk waste is limited to 3 cubic yards per week. Why limit bulk waste when yard waste is unlimited?

**Answer 24:** Limiting bulk waste helps reduce the risk that the Contractor will be asked to collect large quantities of waste generated by private contractors, builders, or developers.

**Question 25:** How many routes are currently being run in each service area by type (recyclables, yard waste and MSW)?

**Answer 25:** See following chart:

Area 1 – MSW/yard waste – Mon through Fri, 7.4 routes per day. One Saturday route.

Recyclables – Mon through Fri, 3 routes per day.

Area 2 - MSW/yard waste – Mon through Fri, 9.8 routes per day. Ten Saturday routes.

Recyclables – Mon through Fri, 5 routes per day.

Area 3 - MSW/yard waste – Mon through Fri, 7.6 routes per day. Seven Saturday routes.

Recyclables - Monday through Friday, 3 routes per day. Three Saturday routes.

Note, currently Garbage and Yard Trash are collected together, comingled, and taken to the same place for disposal. In the future, these materials will be collected separately and will be taken to different disposal facilities. Also, the proposed district lines have been deviated to reflect a more uniform unit count.

**Question 26:** What are the current service days by type (recyclables, yard waste and MSW)?

**Answer 26:** MSW, twice a week; Yard waste, twice per week; Recyclables, once per week.

**Question 27:** Allowing a fuel component adjustment would enable the proposer to provide more competitive rates for collection so would the County reconsider and allow a fuel component adjustment for the Collection RFP?

**Answer 27:** See the response to question #9, above.

**Question 28:** Is the recycling cart lid required to be a different color than the solid waste cart lid to distinguish the difference in use?

**Answer 28:** Yes

**Question 29:** On Page 52 of the Collection RFP, Items 5.1 and 5.2 require an in-mold label. Can the County provide a jpeg file of the required Lake County logo? Thank you.

**Answer 29:** Yes. Please contact us for specific release if that is required to support the pricing process.

**Question 30:** On the submittal of Company Financial Statements, instead of printing and submitting hundreds of pages could we provide a cover page and a link to them electronically? I am asking the same question concerning the Financial Statement submittal. Can it be done with a cover page and provide a link instead of printing and submitting hundreds of pages?

**Answer 30:** Yes, for the purposes of initial proposal submission. Additional detail may be required during the evaluation phase.

**NOTE FOR INFORMATION: Vendors are advised that an addendum 1 is being issued under RFP 13-0313 for Disposal of Class I Waste concurrently with this addendum.**

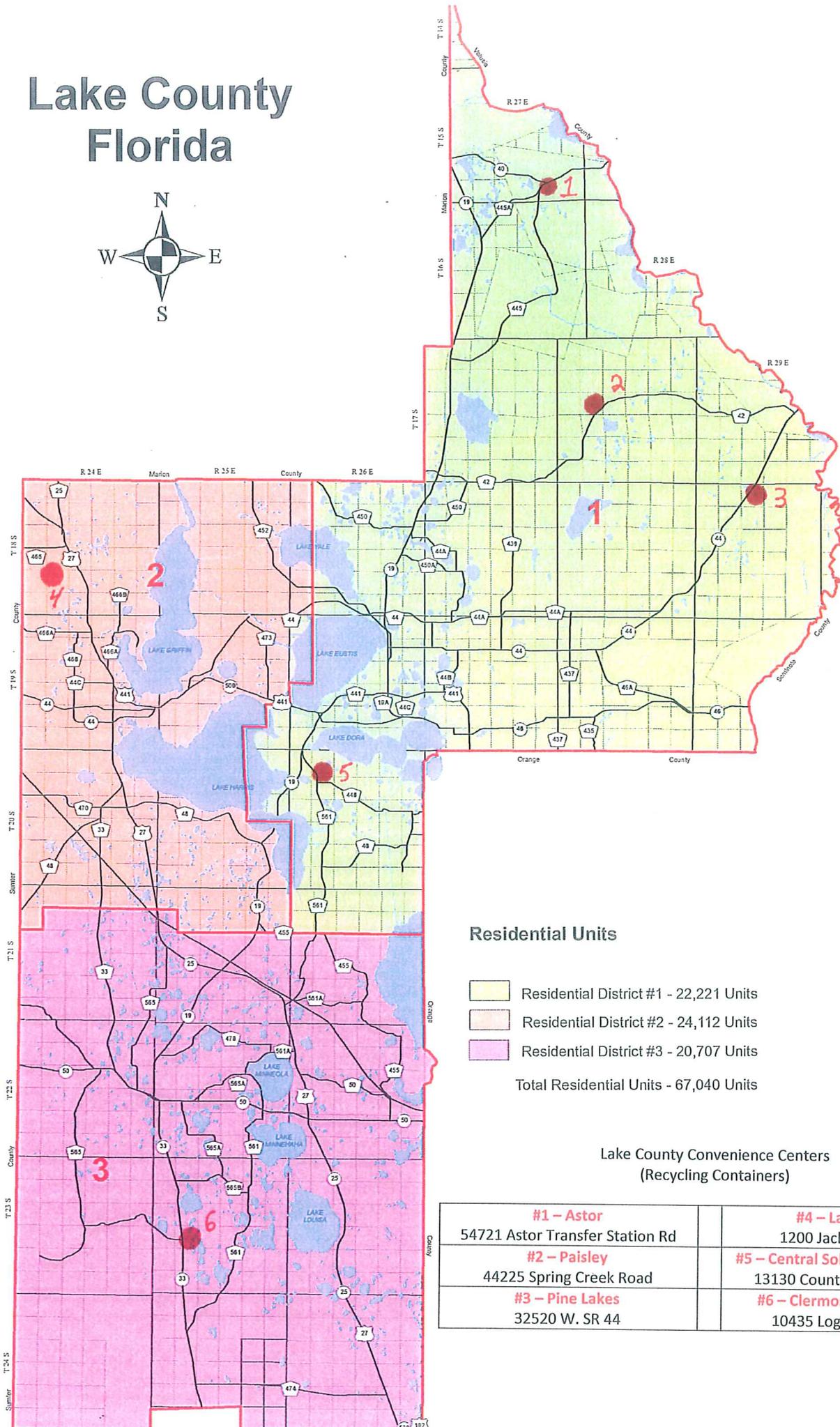
By signature below, the vendor confirms that all information expressed within this addendum has been applied to their proposal response:

Firm Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

# Lake County Florida



## Residential Units

- Residential District #1 - 22,221 Units
  - Residential District #2 - 24,112 Units
  - Residential District #3 - 20,707 Units
- Total Residential Units - 67,040 Units

## Lake County Convenience Centers (Recycling Containers)

|  |  |
|--|--|
| <b>#1 – Astor</b><br>54721 Astor Transfer Station Rd | <b>#4 – Lady Lake</b><br>1200 Jackson Street                           |
| <b>#2 – Paisley</b><br>44225 Spring Creek Road       | <b>#5 – Central Solid Waste Facility</b><br>13130 County Landfill Road |
| <b>#3 – Pine Lakes</b><br>32520 W. SR 44             | <b>#6 – Clermont (Loghouse)</b><br>10435 Loghouse Road                 |

Pricing Sheet #4A: Collection Only (Service Area 1 and 2 Combined)

|                | Site 1 ( <u>County Landfill</u> ) | Site 2 (ACMS)   | Site 3 (Covanta) | Site 4 (W.M. Transfer) | Site 5 (W.SI. Transfer) |
|----------------|-----------------------------------|-----------------|------------------|------------------------|-------------------------|
| Service Area 1 |                                   |                 |                  |                        |                         |
|                | \$_____ (MSW)                     | \$_____ (MSW)   | \$_____ (MSW)    | \$_____ (MSW)          | \$_____ (MSW)           |
|                | \$_____ (YT)                      | \$_____ (YT)    | \$_____ (YT)     | \$_____ (YT)           | \$_____ (YT)            |
|                | \$_____ (RM)                      | \$_____ (RM)    | \$_____ (RM)     | \$_____ (RM)           | \$_____ (RM)            |
|                | \$_____ (Total)                   | \$_____ (Total) | \$_____ (Total)  | \$_____ (Total)        | \$_____ (Total)         |
| Service Area 2 |                                   |                 |                  |                        |                         |
|                | \$_____ (MSW)                     | \$_____ (MSW)   | \$_____ (MSW)    | \$_____ (MSW)          | \$_____ (MSW)           |
|                | \$_____ (YT)                      | \$_____ (YT)    | \$_____ (YT)     | \$_____ (YT)           | \$_____ (YT)            |
|                | \$_____ (RM)                      | \$_____ (RM)    | \$_____ (RM)     | \$_____ (RM)           | \$_____ (RM)            |
|                | \$_____ (Total)                   | \$_____ (Total) | \$_____ (Total)  | \$_____ (Total)        | \$_____ (Total)         |

**Pricing Sheet #4B: Collection Only (Service Area 2 and 3 Combined)**

|                | Site 1 (County Landfill) | Site 2 (ACMS)    | Site 3 (Covanta) | Site 4 (W.M. Transfer) | Site 5 (W.S.I. Transfer) |
|----------------|--------------------------|------------------|------------------|------------------------|--------------------------|
| Service Area 2 |                          |                  |                  |                        |                          |
|                | \$ _____ (MSW)           | \$ _____ (MSW)   | \$ _____ (MSW)   | \$ _____ (MSW)         | \$ _____ (MSW)           |
|                | \$ _____ (YT)            | \$ _____ (YT)    | \$ _____ (YT)    | \$ _____ (YT)          | \$ _____ (YT)            |
|                | \$ _____ (RM)            | \$ _____ (RM)    | \$ _____ (RM)    | \$ _____ (RM)          | \$ _____ (RM)            |
|                | \$ _____ (Total)         | \$ _____ (Total) | \$ _____ (Total) | \$ _____ (Total)       | \$ _____ (Total)         |
| Service Area 3 |                          |                  |                  |                        |                          |
|                | \$ _____ (MSW)           | \$ _____ (MSW)   | \$ _____ (MSW)   | \$ _____ (MSW)         | \$ _____ (MSW)           |
|                | \$ _____ (YT)            | \$ _____ (YT)    | \$ _____ (YT)    | \$ _____ (YT)          | \$ _____ (YT)            |
|                | \$ _____ (RM)            | \$ _____ (RM)    | \$ _____ (RM)    | \$ _____ (RM)          | \$ _____ (RM)            |
|                | \$ _____ (Total)         | \$ _____ (Total) | \$ _____ (Total) | \$ _____ (Total)       | \$ _____ (Total)         |

**Pricing Sheet #4C: Collection Only (Service Area 1 and 3 Combined)**

|                | Site 1 (County Landfill) | Site 2 (ACMS)    | Site 3 (Covanta) | Site 4 (W.M. Transfer) | Site 5 (W.S.I. Transfer) |
|----------------|--------------------------|------------------|------------------|------------------------|--------------------------|
| Service Area 1 |                          |                  |                  |                        |                          |
|                | \$ _____ (MSW)           | \$ _____ (MSW)   | \$ _____ (MSW)   | \$ _____ (MSW)         | \$ _____ (MSW)           |
|                | \$ _____ (YT)            | \$ _____ (YT)    | \$ _____ (YT)    | \$ _____ (YT)          | \$ _____ (YT)            |
|                | \$ _____ (RM)            | \$ _____ (RM)    | \$ _____ (RM)    | \$ _____ (RM)          | \$ _____ (RM)            |
|                | \$ _____ (Total)         | \$ _____ (Total) | \$ _____ (Total) | \$ _____ (Total)       | \$ _____ (Total)         |
| Service Area 3 |                          |                  |                  |                        |                          |
|                | \$ _____ (MSW)           | \$ _____ (MSW)   | \$ _____ (MSW)   | \$ _____ (MSW)         | \$ _____ (MSW)           |
|                | \$ _____ (YT)            | \$ _____ (YT)    | \$ _____ (YT)    | \$ _____ (YT)          | \$ _____ (YT)            |
|                | \$ _____ (RM)            | \$ _____ (RM)    | \$ _____ (RM)    | \$ _____ (RM)          | \$ _____ (RM)            |
|                | \$ _____ (Total)         | \$ _____ (Total) | \$ _____ (Total) | \$ _____ (Total)       | \$ _____ (Total)         |

Pricing Sheet# #5A: Collection and Disposal (Two Zones)

**Service Area 1 and 2 – Collection**

\$ \_\_\_\_\_{MSW}

\$ \_\_\_\_\_{YT}

\$ \_\_\_\_\_{RM}

\$ \_\_\_\_\_(Total)

**Service Area 1 and 2 – Disposal**

\$ \_\_\_\_\_{MSW Disposal per Ton}

**Service Area 2 and 3 – Collection**

\$ \_\_\_\_\_{MSW}

\$ \_\_\_\_\_{YT}

\$ \_\_\_\_\_{RM}

\$ \_\_\_\_\_(Total)

**Service Area 2 and 3 – Disposal**

\$ \_\_\_\_\_{MSW Disposal per Ton}

**Service Area 1 and 3 – Collection**

\$ \_\_\_\_\_{MSW}

\$ \_\_\_\_\_{YT}

\$ \_\_\_\_\_{RM}

\$ \_\_\_\_\_(Total)

**Service Area 1 and 3 – Disposal**

\$ \_\_\_\_\_{MSW Disposal per Ton}