



302-2016 ADDENDUM 1

INTERGRATED SOLID WASTE COLLECTION IN THE CITY OF WINNIPEG

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL

ISSUED: June 13, 2016
BY: Ken Fargher
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THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Ar20150806

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.

PART B – BIDDING PROCEDURES

Revise: B2.1 to read: The Submission Deadline is 4:00 pm Winnipeg time, July 8, 2016.

PART D – SUPPLEMENTAL CONDITIONS

Revise: D14.2 to read:

The Contractor shall provide the City Solicitor with the required Performance Security within thirty (30) Calendar Days of notification of the award of the Contract by way of letter of intent and prior to the commencement of any Work on the Site but in no event later than the date specified in C4 for the return of the executed Contract.

Add: D17.4 The City intends to award this Request for Proposal by October 31, 2016.

PART E – SPECIFICATIONS

Add: E31.4.1 The Contractor shall have the following Cart parts on hand for repairs:

- (i) broken or missing lids,
- (ii) broken wheels and axles,
- (iii) broken or missing lift bars.

Add: E31.8.1 The current replacement cost charge to the Contractor for replacement of is as follows:

240 Litre Cart - \$85.00

360 Litre Cart - \$100.00

DRAWINGS

- Replace: G-SW-0005-2017-R1_Back Lane/Front Street Pick Up Locations with Back Lane/Front Street Pick Up Locations.
- Add: Appendix S historic quantities of monthly tonnages for Garbage and Recycling curbside collection.

QUESTIONS & ANSWERS

- Q1: Will the City provide more detail regarding the evaluation matrix?
A1: The City stated the evaluation matrix is worth a total of 100 points. The City stated that additional information on the matrix can be found in Section E. The City stated that Contractors are to view the guidelines as requirements and that the City is expecting/allowing Contractors to provide business proposals that reflect their individual business models.
- Q2: Question regarding bid security and certified cheques
A2: See Addendum 1, D14.2
- Q3: Question: Is the Contractor responsible for purchases/repairs of carts?
A3: The City stated that Contractors are responsible for their interaction with the cart during collection. If damage occurs during collection, Contractors are expected to carry a supply and repair on site such as a broken wheel or axel. If cart is damaged beyond repair, the case is then reallocated from Lagan and the City will arrange replacement of cart and charge back to the Contractor.
- Q4: What are the costs associated to cart replacement?
A4: See Addendum 1 E31.8.1
- Q5: Will the Contractor have to maintain a level of parts?
A5: The City stated, yes, this can be done either through the supplier directly or through the City, see addendum 1, E31.4.1.
- Q6: Will there be a 12 month history provided to Contractors on the statistics of cart replacements?
A6: The City will not supply this history.
- Q7: What if a customer's neighbor damages the cart?
A7: Once the Contractor has made a determination that it was the owner who caused the damage and the resident does not accept the Contractor's determination, the City will determine who is at fault through an investigation.
- Q8: In cases of uncertainty, is the Contractor assumed at fault?
A8: The City stated that the Contractor typically knows immediately if they have damaged a cart during collection, otherwise the City will investigate to determine who is at fault.
- Q9: If the Contractor damages the cart, who delivers the replacement?
A9: The City does, there is an associated \$25.00 delivery fee charge.

Q10: What are the customer's guidelines for putting out carts?

A10: The City stated that carts must be out prior to 7AM on collection days, and be one arm's length apart. In cases of chronic issues, these must be reported to the City so that we can take steps towards educating citizens. Customers are well accustomed to the protocol and if the Contractor changes from a rear tipper to a side arm collection customers will be educated accordingly.

Q11: Who is responsible for damaged carts prior to the new Contractor?

A11: The City stated that the responsibility lies on the previous Contractor to fix damaged carts.

Q12: What specific parts must Contractors have on them at all times to do repairs, and who owns these parts?

A12: The City stated that the parts and the carts are property of the City of Winnipeg. A list is identified in the Request for Proposal.

Q13: Is the Contractor responsible for delivering RFID tags?

A13: No, the City of Winnipeg does that.

Q14: Can you elaborate on the photo monitoring expectations outlined in section E.8.36?

A14: The City stated that if the Contractor's equipment has video capabilities then the City wants access in cases where evidence is required. Example: if there is a an address that has a chronic issue of not having carts out before 7AM then the Contractor will provide photo evidence of this to the City and then we can take steps to educate the customers.

Q15: Would the City ever ask for video regarding incidents?

A15: The City stated, yes in cases where accusations are coming from the resident and these need to either be verified or disqualified.

Q16: In Appendix O and P there are drop sites that the City services with auto bins, can this be further elaborated?

A16: The City stated, this is related if there is the need for additional clean up. Bulk has been taken out of the contract and going forward will be a soft pickup. A Request for Proposal for bulk should appear before September 2016.

Q17: How long will the existing designated recycling depot be used?

A17: The City stated that the contract expires September 2017 and the current location will be used until then.

Q18: As there is an anticipated change in the location of the MRF, will the Contractor be compensated for the change in location?

A18: The City stated no, as it is still within City limits.

Q19: If the MRF changes from location A to location B and requires more vehicles, will compensation be provided?

A19: The City stated that Contractors are welcome to discuss the issues and the City may agree or may not. The City stated that it may be negotiated accordingly and if outside City limits appropriate changes may be made.

Q20: When will the contract be awarded and when is the deadline for questions?

A20: The City stated that the award is expected to be 11 months before the start date of the new contract. The City stated that it will be include in a addendum stating when the contract will be awarded. The date for final questions can be found in B5.

Q21: Will the City extend the closing date?

A21: See Addendum 1, B2.1

Q22: Who is responsible for educating citizens on recycling?

A22: The City stated that the City is currently responsible and has a waste diversion program. The City will work to educate the community about the new Contractor.

Q23: Will the facility have extended hours for the first month of the new contract?

A23: The City stated that Contractors have the ability to request later hours as growing pains are expected in the first month however an hourly rate will be charged.

Q24: Will Contractors have access to GPS/shape files at the beginning of the contract?

A24: The City stated that a shape file will be given of expected address pickups. The City requires collection data from the Contractor at each address on the list and be able to prove it through the RFID system.

Q25: Will the City provide historical fines/a history of penalties?

A25: The City stated no, this is not relevant.

Q26: Regarding green fleet options, are there any preferences from the City on fuel selection? Is Green fleet worth any points?

A26: The City stated that under the methodology section it addresses the fueling plans. The City stated that the matrix has yet to be created but it is not the City's practice to disclose what amount of points are awarded specifically other than the percentage amounts for sections.

Q27: Regarding the impassable roadways clause, is the City expecting proof that the equipment will be able to work in -40°C and +60°C?

A27: The City stated that the vehicles must be able to operate, however collection must occur in all weather conditions unless on the rare occasion that entire City is shut down and the Contractor Administrator has halted service. It is up to the employer to decide whether more trucks are needed to do fewer pickups or if they would require a temporary extension in collection hours.

Q28: Will the Contractor have access to the Contract Administrator at all times?

A28: The City stated no, the Contract Administrator will be available after 7AM when collection begins. Information will be given as soon as possible to Contractors.