



CITY OF RAYMORE, MISSOURI  
AND  
CITY OF BELTON, MISSOURI



**ADDENDUM NO. 1**

**Residential Trash Joint Request for Proposal #17-002**

All plan holders are hereby notified and agree by signature below, that the bid includes consideration of the following changes, amendments, and/or clarifications and costs associated with these changes and are included in the bid.

**Addendum No. 1 - Questions and Clarification**

**1. Question:** Are the payment and performance bonds required immediately from each bidder or just from the successful provider?

**Response:** Payment and performance bonds are required only from the contracted provider.

**2. Question:** Is there a possibility of a contract extension beyond the initial three years?

**Response:** The cities are requesting that the proposals/pricing received be for a single three year contract period in order to assure uniform bidding.

Raymore will consider additional years, just not within the pricing of the RFP.

Belton will consider alternative annual and/or multi-year extensions based upon performance.

**3. Question:** Is there a provision of the return of bid bonds following award?

**Response:** The bid bonds are held until after contract award and are then returned along with a copy of the bid tab.

**4. Question:** Are there any limitations of trash or yard waste amounts that can be set out?

**Response:** The cities are requesting that the proposals/pricing received include the provision for unlimited solid waste, recycling, and yard waste pickup in order to assure uniform bidding.

**5. Question:** How many “hardship” customers exist between the two cities?

**Response:** Belton is not able to give a count at this time since this is a new process for them but expects the number to be less than 20 per week. Raymore has nine customers per week at this time.

**6. Question:** Please give the definition of a standard recycling container?

**Response:** A 45 gallon cart or approximately that size. All carts should have a connected sealing lid.

**7. Question:** Is there any historical information of how many tons of trash and recycling materials that have been collected?

**Response:** Belton is not able to provide. Raymore see table below

Data	2010	2011	2012	2013	2014	2015	2016	2017
Solid Waste	5523	5242	5484	5247	4748	4728	5263	1405
Recycling	590	661	988	1047	1154	1142	1171	317
Sub-total	6113	5903	6472	6294	5902	5870	6434	1722

**8. Question:** Will there be two separate contracts, one for each City? How dissimilar will they be?

**Response:** There will be a separate contract for each City. The biggest dissimilarity for each would be the excluded communities.

**9. Question:** In the household counts that were given have the excluded communities been deducted from that number?

**Response:** Correct they have been deducted from the given number.

**10. Question:** Are the cities open to different sizes of containers for trash and recycling being utilized? The cities could benefit from more recycling tons with larger containers.

**Response:** Contractors should bid on specific sizes requested within the RFP but feel free to add any alternatives on a separate page in the proposal. List different sizes of trash and recycling containers so that it is available during evaluation process.

**11. Question:** Is the amount for the payment and performance bond going to be a general number and how is it derived?

**Response:** Raymore contract, the performance/payment bond should be **equivalent** to 6 months service.

Belton contract, the performance/payment bond should be **equivalent** to 6 months service.

**12. Question:** Can the house counts be verified and contractors given a fairly close count?

**Response:** **Raymore house count 7,068** - Please note this would be the dwelling count that would be sent to current contractor for billing purposes. This number does not include any rooftops under construction, or newly built not inhabited, in the City of Raymore. Count was verified by the City GIS system. We have several smaller community areas that have commercial dumpsters and do not utilize residential trash service; Greenway Villas, Walnut Estates, and Manor Homes.

**Belton house count - As of 4/28/2017; 7,692; this amount may vary 2-3%.**

**13. Question:** Will there be a consideration of modification to the yard waste pick up schedule?

**Response:** Would like contractors to bid as suggested in the RFP but changes will be considered on the year round yard waste collection and unlimited bags.

**14. Question:** Can a 4-5 year contract be bid and suggested in the proposal or would that be rejected?

**Response:** Please see response to question #2.

**15. Question:** If a neighborhood or HOA is excluded can they be added to the contract at a later date?

**Response:** The excluded communities have private streets, lights and etc that particularly define them for Raymore and Belton. If it is added it would be a called out line item in the contract and would therefore call for action to amend the initial contract and that would allow for input from the contractor.

**16. Question:** Are there any records on formal complaints?

**Response:** Raymore has very few formal complaints and they are not kept in any record.

**17. Question:** Is there a reason the cancellation without cause was put in the contract?

**Response:** It protects the Cities.

**18. Question:** How are the contractors residential pickups to be confirmed for payment? How is the billing handled?

**Response:** Raymore currently verifies through utility billing, they tell the contractor what was billed out each month. What Raymore bills is what is sent to the contractor. Belton will follow the same procedure.

**19. Question:** Is the GPS portion of the contract required? Do you want it high tech or just a dot on the map?

**Response:** Raymore would like to have that information with the vendor, but it is understood that it is an extra cost. If it can be done without a large cost to the citizens it would be nice. It would benefit with customer complaints to be able to see that yes the truck has been in the area and picked up which residences. Having GPS will not be the driving force of the contract, the City does not want the residents to have to pay a tremendous amount of money.

Belton does consider this a higher level of importance for them since residential trash is just starting for them and it would be of great use for customer service complaints.

**20. Question:** The two cities are using economy of scale for best proposal pricing, can each City award to two different contractors?

**Response:** Both cities would more than likely award to the same contractor but the elements of the contract would be different. Subcontracting is allowed for yard waste. Yard waste may be considered to be bid out as its own bid.

**21. Question:** Is there going to be a use of satellite trucks? Are there any areas in the cities where the trucks can not fit?

**Response:** Belton's streets should be good even with the larger trucks, there may be areas where you will have to drive in and back out. Raymore will also have areas that are tight and will require backing up.

**22 Question:** On the payment and performance bond will one be needed for each city or will it be split?

**Response:** Each city will need their own payment and performance bonds.

**23. Question:** Regardless of bids submitted, after all prices are announced, either or both City's may then refer to that announced pricing and attempt to negotiate with the alternate bidder trying to get an even cheaper price and yet forgo negotiations with the recognized lowest bidder?

**Response:** Due to the nature of the request for proposal, the lowest bid may not be who the cities interpret to be the lowest, best, most responsive. Negotiations will only be held with the contractor who is considered lowest, best, most responsive.

**24. Question:** The RFP is based upon a bid for both City's basically anticipating 14,350 residential units yet in the RFP it indicates that either City could cancel their service yet the Contractor cannot adjust rates for the lesser volume of customers after purchasing equipment and dedicating significant resources to service all, is this correct? Is there any overriding reason that could happen?

**Response:** Yes it is correct but no there is no reason it would. Both Councils have supported going with Municipal solid waste. Belton agrees but believes the only way that would happen would be through performance issues.

**25. Question:** Are the Cities open to a much easier and verifiable system of reviewing potential price increases using the governmental CPI for garbage and trash service rather than the RRI table as noted in the RFP?

**Response:** At this time the contractors should assume that the cities will be using the RRI that is included in the RFP in order to assure uniform bidding.

**26. Question:** Can daily reporting to each City be performed via phone versus visits twice each day?

**Response:** The contractor has to report to each of the cities at least twice a day on pickup days (ie reports trucks are in the city, running on time, a truck is broke down, etc.). You also have to be available to each city regarding any problems that arise at any time. This does not have to be a phone call or in person, it can be e-mail correspondence.

**27. Question:** The RFP calls for all incoming calls to be answered by a "live" person. Any hauler of medium or large size can experience a delay in picking up incoming calls immediately and may have to route some calls to a voice mail for follow up depending upon call volumes which vary each hour. Is this acceptable?

**Response:** Voice mail is fine as long as turnaround on customer calls are done in a timely manner.

**28. Question:** Are all three services (trash, recycling and yardwaste) to be performed on the same day/days to control truck traffic?

**Response:** Yes by both cities.

**29. Question:** Are the payment and performance bonds due with the proposal or before contract starts?

**Response:** Payment and performance bonds are due from the contracted hauler after award of contract and prior to start of contract.

**30. Question:** The RFP calls for a list of days for services as well as a list of routes. Can specific information be submitted for City approval between notice of award and implementation date?

**Response:** Yes, specific routes can be finalized and provided between notice of award and start date, but the days of service schedule must be included with the proposal

**31. Question:** In the RFP it asks for cost per dwelling, does that include the duplexes, fourplexes, etc being one unit or separate?

**Response:** It would be proposed per dwelling unit as listed in the RFP. That takes into consideration that a fourplex would be four units not one dwelling.

**32. Question:** Can landlords of multi unit properties obtain a commercial dumpster instead of individual trash collection if they choose?

**Response:** Yes, Raymore does exclude residential units that have a commercial dumpster. They do have to be verified and confirmed. There are very few with commercial dumpsters. Belton is excluding commercial dumpsters.

**33. Question:** Are there any wants or desires that you would like to see for service? Do you prefer one day, two days, etc. for pick up?

**Response:** The cities would not want multiple vehicles on residential streets on multiple days. If it could be completed on one day instead of multiple days that would work best. Two days would be okay but preferably on days that would give you a day turn around for issues. Would keep Fridays open to resolve issues not to do trash pick up. The ideal would be Belton one day, Raymore the next and a day for resolving issues for both. Be sure to state on Bid Form E the day or days you are offering.

#### **E-mail Questions:**

**34. Question:** Regarding references, where it says to provide a minimum of five references where your firm has performed similar work to what is being requested within the RFP and within the past 36 months do the bidders comparable service have to be for communities of approximately 7,000 homes or 14,000 homes with both cities combined?

**Response:** Comparable to 7,000

**35. Question:** Several firms that were at the pre bid meetings have not been in business for three years, nor do they have experience with municipalities of this size, will their responses be accepted?

**Response:** All bids will be considered. The RFP states that you must have three years business experience.

**Clarification:** Bid submittal time is 11:00 a.m.; there was an error on page 30 stating 10:00 a.m.

Any other questions regarding this proposal shall be submitted to Kim Quade, CPPB by email at Kquade@raymore.com. There will be no questions allowed after May 3, 2017 at 5 p.m.

I hereby certify that the above have been considered and associated costs have been included in this bid.

Company Name: \_\_\_\_\_

By: \_\_\_\_\_

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

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

**ADDENDUM MUST BE SUBMITTED WITH BID**