

**City of Roswell  
Purchasing Division**

**Gary Palmer  
City Administrator**

**Lori Henry  
Mayor**

**ADDENDUM NUMBER 2**

**INVITATION TO BID# 18-116-G**

**Recycling and Yard Waste Services  
May 16, 2018**

**To All Prospective Bidders:**

**In reference to the ITB listed above, the following answers to questions are hereby incorporated into the Invitation To Bid:**

**Questions and Answers:**

(Question numbering continued from Addendum#1)

#	QUESTION	ANSWER
5.	Will the City require a Bid Bond?	No.
6.	Recycling Processing – Does the City have a contract with a processing facility?	Recyclable materials are currently processed at a processing facility owned and operated by the City's contractor. The City does not have a separate contract with a processing facility. Recyclable materials are not taken to the City's Transfer Station.
7.	Is the hauler required to take it to a specific processing facility?	No. The offeror is responsible for finding adequate processing facilities.
8.	Yard Waste Disposal – is it currently going to the Transfer Station in the City or does it go directly to Chadwick Road Landfill?	Yard waste is currently taken to a processing facility owned and operated by the City's contractor. Yard waste does not go to the City's Transfer Station.

9.	If it goes to Chadwick Road L/F is there a set gate rate OR does the City have a contract?	N/A
10.	Can the City provide locations for cart distribution for the initial rollout of the 26,000 carts? Either Public Works, or city owned property?	No, the City cannot provide locations for cart distribution for the initial rollout.
11.	Can the City send a GIS mapping or access to the GIS system/department for routing maps?	Access to the GIS map viewer can be located at the following link: <a href="http://gisweb.ci.roswell.ga.us/GISViewer/">http://gisweb.ci.roswell.ga.us/GISViewer/</a>
12.	May we submit an alternative proposal in the best interests of the City?	The City will make its determination regarding the provider based on the major alternatives as presented in the RFP.
13.	Exhibit D, Under Financial Proposal, D.3 Page 4 of 7, is it correct that this is for a 95 gallon cart or 65 gallon cart (choice) every other week recycling?	Yes. Section G.02.12 requires the successful Proposer to provide each customer a 90-96 gallon recycling cart with an option for a 60-66 gallon recycling cart.
14.	Exhibit D, Under Financial Proposal, D-4 Page 6 of 7, please describe City's intent and limitations. Does City want a rate for an excess over 5 cubic yards?	Form D-4 requests the proposed Fee for yard waste services for loose yard waste in excess of set-out limits. The fee will be charged per 5 cubic yards increments.
15.	Exhibit G, Under Background and Scope of Work, G.02.18 Service, RFP reads that Contractor shall not bill the resident for any fees. How are the extra fees collected for outside the scope of service from the resident?	Section G.02.05 states the successful Proposer shall collect loose yard waste in excess of the set-out limit upon written request of City. The City will bill customers for base services and services which City issues a written request to the successful Proposer.
16.	Related question to #5, how is the City going to manage the process under D.2 and D.3 (bundled and containerized) and D.5 with the excess loose yard waste?	Section G.02.16 states the successful Proposer shall be responsible for customer service requests. The successful Proposer shall notify the City receipt of service requests for loose yard waste. Section G.02.05 states the successful Proposer shall collect loose yard waste in excess of the set-out limit upon written request of City.

17.	Exhibit G, Under Background and Scope of Service, G.02.22, RFP talks about increased tonnage due to a storm or other weather related event; can the City also insert language under this section that includes volume as well?	No. The determination whether the successful Proposer may negotiate additional compensation for yard waste resulting from events will be based on tonnage.
18.	Please clarify City's policy and enforcement of Tree Surgeons, Contractor's and Landscape Companies who do work for resident removing trees and brush and then leaving it curbside.	Currently, the City of Roswell Code of Ordinances, Section 24.2.7(b) requires "tree contractors and professional landscaping businesses shall be responsible for disposal of their own waste." Enforcement is difficult if City staff does not witness who places yard waste at the curbside.
19.	Is yard debris required to be composted or recycled?	Section G.02.08 states the successful Proposer shall be responsible for management, either processing or disposal, of yard waste collected. Exhibit A Section A.03.01(4) requires Proposers to identify the processing facilities and disposal facilities to be used during the term of the contract.
20.	Does the City of Roswell provide or have a list of potential yard waste composting or recycling facilities?	It is the Proposer's responsibility to identify and secure material processing and recovery facilities. The following link is to the Georgia EPD website, which includes a variety of permitted solid waste facilities, some of which are recycling and/or recovery facilities: <a href="https://epd.georgia.gov/permitted-solid-waste-facilities">https://epd.georgia.gov/permitted-solid-waste-facilities</a>
17.	Can an Offeror bid on either recycling or yard waste collection only?	No. Proposers must provide the scope of services as described in Section G.02.
18.	Is there minimum frequency loose yard debris can be collected?	No.
19.	Under "Administrative Charges" it states there will be a \$50 for missed collection. Is this charge incurred if the alleged missed is recovered in under the appropriate time table specified in the contract?	Section G.02.19 describes the administrative charges. Section G.02.19(2) is for each missed collection regardless of if recovered in under the time table specified in the contract. Section G.02.19(4) is for each missed collection not corrected in accordance with the contract.

All other terms, conditions, and deadlines remain the same.

**COMPLETE THIS ADDENDUM, SIGN and SUBMIT with the RFP to:**

**City of Roswell – Purchasing Division  
Roswell City Hall  
38 Hill Street, Suite 130  
Roswell, GA 30075**

I hereby acknowledge receipt of Addendum 1 and have incorporated the changes into my proposal response for the above mentioned RFP.

COMPANY NAME: \_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_ ZIP: \_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_