

**City of Roswell
Purchasing Division**

**Gary Palmer
City Administrator**

**Lori Henry
Mayor**

ADDENDUM NUMBER 3

ITB # 18-183-L

**SEMI-AUTOMATED RESIDENTIAL HOUSEHOLD GARBAGE CONTAINERS
AUGUST 2, 2018**

To All Prospective Bidders:

In reference to the ITB listed above, the following changes, clarifications, and answers to questions are hereby incorporated into the Invitation to Bid:

Changes:

Attachment A to this Addendum – Photo of Pilot Program Cart, is incorporated in to the Bid documents.

Replace “EXHIBIT A” of the ITB Cost Bid Form with Attachment B to this Addendum – “REVISED EXHIBIT A”.

Attachment C to this Addendum – a Map of Routes, is incorporated in to the Bid documents.

Questions and Answers:

Item reference #s are from Addendum #2.

#	QUESTION	ANSWER
7.	Section 3, #1: Will all 23,000 carts be distributed during the A & D phase?	See #37

37.	<p>P. 28, Exhibit A: Estimated and Minimum Quantities</p> <p>-For the estimated quantities of 2,000 and 21,000 with minimum order quantities of 500 each, we request that each bidder be able to list full truckload quantities for each size rather than having to consider the 500 cart minimum. If the shipping trailer is able to be filled, freight cost is spread across more carts, thus reducing the unit price.</p>	<p>See Addendum #3. The first purchase order will include approximately 2,000 48 or 65 gallon containers and approximately 21,000 96 gallon containers. That will be handled as one rollout project, with freight, assembly, and distribution cost spread out as the contractor sees fit over that project. Upon further consideration of the inventory requirement (200 of each size, see Addendum 3, #42), the City has concluded that, while within the general scope of the contract, the likelihood of needing a delivery of more than 24 containers at any one time is remote. We have therefore elected to remove any larger quantity orders from the bid schedule.</p>
40.	Can you provide a route map?	See Addendum #3.
41.	On average, how many cart actions does the City perform each day?	<p>Currently, the City does not repair, make deliveries or exchange for different cart sizes. The only time the City does this type of work is if City staff damages a resident's/customer's cart and the City replaces it. City Staff will then repair or purchase a new container to replace the damaged one. The City does not currently track information at this level of detail.</p>
51.	<p><i>3.2 Bid must include: ...</i></p> <p><i>2. Suitable work area for assembly to be provided by the offeror for a minimum of one year.</i></p> <p><i>6. Maintenance Program: Offeror will provide maintenance for the carts listed in this proposal. Services will commence on the date of completion of the A & D of all carts and continue for the term of the contract.</i></p> <p><i>Maintenance program includes repair and or replacement of containers due to damages caused by equipment; accidents; theft; natural weather events, etc.</i></p>	<p>Additional details were provided in Addendum #2 which should, along with the original Bid Documents, provide enough information to Bidders so that they can provide competitive and comprehensive responses.</p>

	<p><i>Offer will maintain and store extra containers for replacement purposes and including but not limited to new residents and will deliver to the specific address upon receipt of information from City of Roswell staff.</i></p> <p>Could you provide a more details of what the City expects and consider extending the question deadline and Bid Submission due date to allow vendors adequate time to prepare comprehensive/competitive bid responses?</p>	
55.	<p><i>6.12 Deliveries - No freight or postage charges will be paid by the City of Roswell unless such charges are included and accepted in the bid price and awarded by contract. The Offeror, at Offeror's expense, will arrange to have someone onsite to inspect and accept delivery. The Offeror has sole responsibility for securing all materials. Offeror shall transfer and deliver to the department named all of the goods and/or services described in this bid for the consideration set forth herein. Risk of loss of the goods shall pass to the department upon acceptance only. Title to the goods shall remain with vendor until acceptance by the department.</i></p> <p>Can you please clarify as to when the transfer of goods is complete? Is it when the containers are delivered to the residents? For future years, does the City intend to make truckload quantity purchases to meet the new delivery requirements and/or exchanges or is the contractor responsible for keeping inventory to meet the ongoing needs of the City?</p>	<p>See Attachment B to this Addendum. Note that the Maintenance Program would be set to start upon completion and acceptance of the delivery, assembly, and distribution of carts in the initial roll out. Transfer of goods would be complete for the initial roll out upon City acceptance of the work. From the point of acceptance on, the Maintenance Program component of the contract will provide for assembly and distribution of new carts.</p>

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

COMPLETE THIS ADDENDUM, SIGN and SUBMIT with the ITB to:

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

I hereby acknowledge receipt of Addendum 3 and have incorporated the changes into my proposal response for the above-mentioned ITB.

COMPANY NAME: _____ **CONTACT PERSON:** _____

ADDRESS: _____ **CITY:** _____ **STATE:** ____ **ZIP:** ____

PHONE: _____ **FAX:** _____ **EMAIL ADDRESS:** _____

SIGNATURE: _____ **DATE:** _____

Attachment A

Pilot Program Container



Attachment B
New EXHIBIT A to Cost Bid Form

**REVISED EXHIBIT A
INVITATION TO BID**

**18-183-L
SEMI-AUTOMATED RESIDENTIAL HOUSEHOLD GARBAGE CONTAINERS**

<u>Bid Line Item #</u>	<u>Estimated Quantity *</u>	<u>Description</u>	<u>Price Each*</u>	<u>Extended Price</u>
1	2,000	48 or 65 Gallon Container		
2	21,000	96 Gallon Container		
3	23	48 or 65 Gallon Container (single container order)		
4	23	96 Gallon Container (single container order)		
5	99	48 or 65 Gallon Container (24 minimum order)		
6	99	96 Gallon Containers (24 minimum order)		
7	12	Monthly Maintenance Fixed Fee**		
		Refer to Specifications on pages 12-14.		
			Total Annual Bid	

***Estimated quantities are used for comparison purposes only. This is an indefinite delivery, indefinite quantity contract established based on the contractors offered price at each minimum quantity. For Items 1 and 2, the Price Each cost per container should include Shipping, Assembly, and Distribution for that approximate quantity of containers. Items 3-6 must provide the Price Each cost per container to include the price to manufacture and ship only. The cost of Assembly and Distribution (as needed after the initial roll-out) should be included in the Monthly Maintenance Fixed Fee portion of the contract.**

Manufacturer Item number for Item 1, 3, 5 = _____

Manufacturer Item number for Items 2,4,6 = _____

Attachment C
Route Maps

Household Garbage Routes Pick-Up Schedule Roswell, GA



Legend

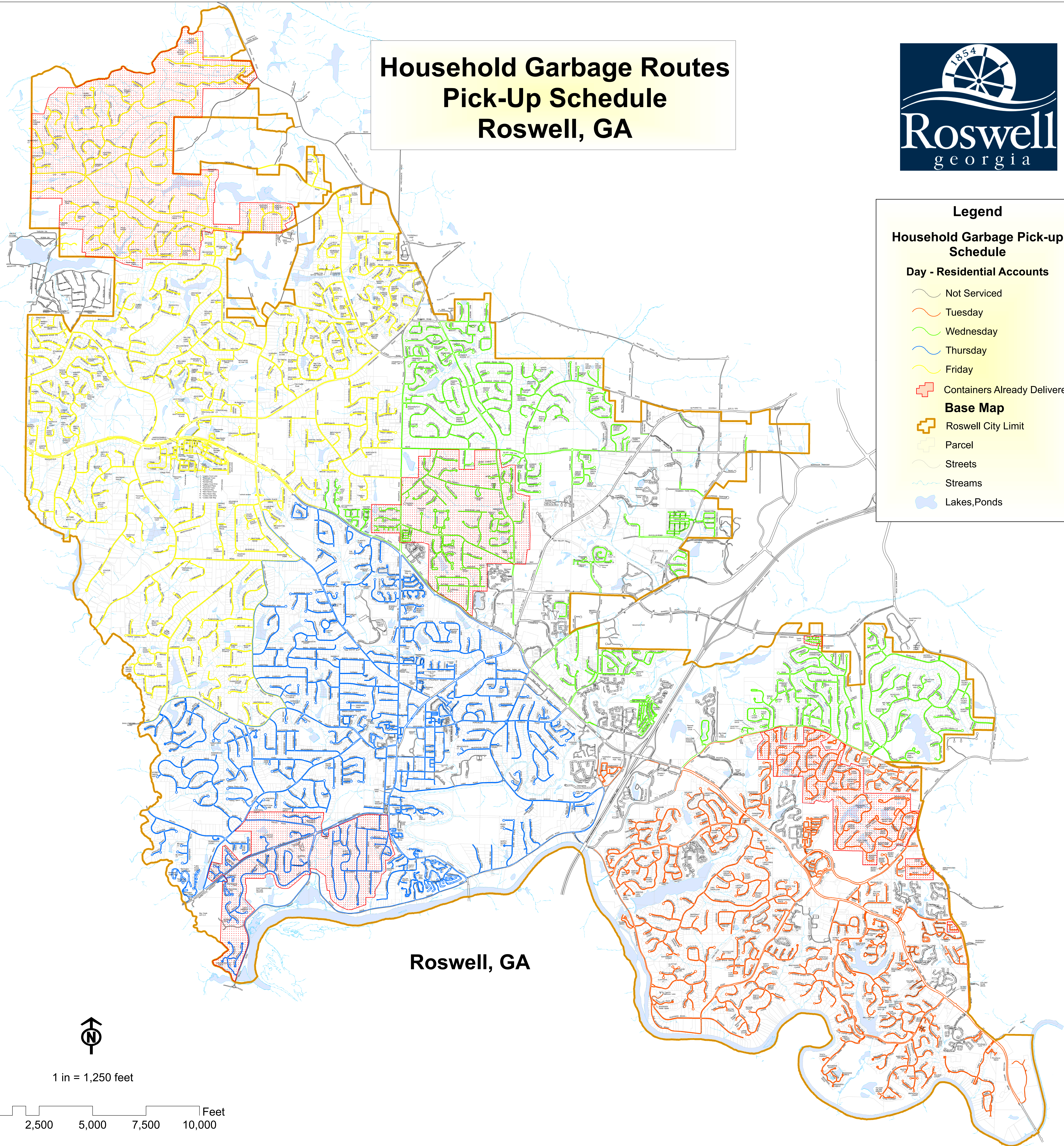
Household Garbage Pick-up Schedule

Day - Residential Accounts

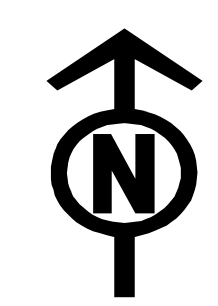
- Not Serviced
- Tuesday
- Wednesday
- Thursday
- Friday
- Containers Already Delivered

Base Map

- Roswell City Limit
- Parcel
- Streets
- Streams
- Lakes, Ponds



Roswell, GA



1 in = 1,250 feet

