



CITY OF ROCKVILLE  
ROCKVILLE, MARYLAND

**Addendum #1**  
**Invitation for Bid (IFB) No. 02-23**  
**DUMPSTER REFUSE AND RECYCLING COLLECTION AND DISPOSAL SERVICES**  
**August 10, 2022**

**ATTENTION ALL BIDDERS:**

The following addendum is being issued to amend and clarify certain information contained in the above named IFB. All information contained herein is binding on all Bidders who respond to this IFB. Specific parts of the IFB have been amended. Bidders are required to acknowledge receipt of the addendum by signing in the appropriate space at the end of the addendum. Failure to do so may subject your bid to disqualification. No provided answer to a question may in and of itself change any requirement of the IFB. The following revisions /deletions / additions are listed below; new language has been double underlined and marked in red bold (ex: **new language**) and language deleted has been marked with a double strikeout (ex. ~~language deleted~~).

**QUESTIONS**

**QUESTION 1:** What is the minority or small business requirement for this solicitation?

**RESPONSE:** The City of Rockville does not have any legally mandated requirements.

**QUESTION 2:** Attachment B: Confirm that three references are required. Can the two of the three references be utilized for the "Two Contracts Completed by Your Firm" on page 2?

**RESPONSE:** Five (5) references are required – including two (2) projects completed.

**QUESTION 3:** Container Location, Size and Schedule - Seasonal: This page indicates that the list is "permanent contract sites that will require year-round collections and services". If these are "seasonal" and the schedule indicates April 1-Dec 1, is the reference to permanent sites incorrect on this page?

**RESPONSE:** Page 29

Language should be deleted:

~~Below is a list of permanent contract sites that require year-round collections and services~~

Languages should read:

**Below is a list of seasonal contract sites that require collections and services as listed in 2<sup>nd</sup> column "SCHEDULE"**

**QUESTION 4:** 4.24 Work Schedule: Is the contractor to perform services scheduled on a holiday for the day before or after the holiday or is that service instance to be skipped?

**RESPONSE:** Service should occur the next business day after a holiday.

**QUESTION 5:** 4.9 Collection Vehicles: Indicates that it is expressly forbidden...to deliver any materials...not collected in performance of this Contract. Is the contractor required to run a dedicated route for this contract, for each stream of material, starting with an empty truck and immediately proceed to the designated disposal site when complete?

**RESPONSE:** No, to clarify, we are stating that any materials dumped from other locations (outside of this contract) shall not be presented as materials collected at City of Rockville locations.

**QUESTION 6:** 4.9 Collection Vehicles: Is the contractor required to maintain four refuse trucks and four recycling trucks exclusively for this contract, or does the contractor only need to own that quantity of trucks?

**RESPONSE:** At a minimum, the contractor must provide and maintain 4 refuse and 4 recycle trucks, but these vehicles do not have to be used exclusively for this contract.

**QUESTION 7:** In para 3.11.3 There shall be NO subcontracting or assignment of work delegation. No exceptions. Question-Are you stating that ALL personnel must work as direct employees to the potential prime company?

**RESPONSE:** Yes, must be employed by Contractor – see page 23 #4.19 – Employees

**QUESTION 8:** Are there any permanent roll off containers (left onsite) or are the requests for delivery and then removal of the container once it's loaded?

**RESPONSE:** No permanent roll off containers at time of IFB release. Pricing is for delivery, removal and disposal once loaded.

**QUESTION 9:** During the pre-bid there was mention made of a scrap metal dumpster used by the City, however I didn't see this mentioned in the scope of work or in the specifications or pricing. Is this container also a part of the contract? And if so does the contractor also assume responsibility of this material once collected as well?

**REPNSE:** Metal container is not part of this contract.

**QUESTION 10:** Section II item 28 Price Adjustments (CPI) states the proposed pricing should be firm for the initial 2 years, however the initial contract term is only 1 year. Would the City be willing to change either the CPI terms or initial contract term to be equivalent?

**RESPONSE:** Procurement has approved for this contract, pricing to be held one-year firm fixed pricing.

**QUESTION 11:** Page 11, Item 28, Price Adjustments – The bid states “rates quoted are to be firm for 2 years after award of a contract”. Can you please allow annual CPI adjustments after the first year.

**RESPONSE:** See response to question 10.

**QUESTION 12:** Can you please provide a sample weekly report that is required.

**RESPONSE:** See Attachment D – SAMPLE WEEKLY REPORT

**QUESTION 13:** Page 20, item 4.9, Collection Vehicles – The bid states “ It is expressly forbidden for the Contractor to deliver any materials, even partial loads, not collected in performance of this Contract, to designated disposal facilities and present them as materials collected as part of this contract. In addition, the City reserves the right to monitor the performance of the Contractor’s duties, including the routes and collections made, customer reports, trips to designated disposal facilities and other destinations, the content of individual loads or portions of loads disposed of at designated disposal facilities, and the Contractor’s records at any time, in order to ensure the Contractor’s compliance with this contract”. Can you please clarify if we are allowed to mix the City of Rockville’s material with our regular trash/recycle routes (i.e. we do not need a dedicated route for the City of Rockville).

**RESPONSE:** To clarify, we are stating that any materials dumped from other locations (outside of this contract) shall not be presented as materials collected at City of Rockville locations.

**QUESTION 14:** The bid sheet on page 28 to 31 mentions certain pickup days. Are we allowed to pick the service days along as they are being serviced the correct number of days/week.

**RESPONSE:** Contractor must adhere to schedule on page 28-31. There shall be no variation to the schedule without approval by the Contract Administrator.

**QUESTION 15:** Page 29, Seasonal Location - Does the contractor have to remove and redeliver the containers each season (i.e. can we leave the containers on site when they are not being used).

**RESPONSE:** Yes, please see page 25, #4.24 Work Schedule – paragraph 1.

**QUESTION 16:** Page 32 asks for roll-off pricing. Typically, roll-off pricing is based on a haul charge, disposal charge (i.e. \$/ton) and rental fee. Can you please modify the bid form to meet these changes. If we have to provide a flat rate, can you please provide the average tons for the roll-offs for the past year.

**RESPONSE:** Pricing page will not be changed, there have been no roll-offs in the last year.

**QUESTION 17:** Can you please confirm the recyclables that are to be collected are single stream and not dual stream.

**RESPONSE:** Single Stream

**QUESTION 18:** Are all the containers except for the 96 gallon carts front load containers (i.e. no rearload commercial containers).

**RESPONSE:** Yes, all front load containers

**QUESTION 19:** Can you please provide the attendee list for the pre-bid.

**RESPONSE:** See Addendum 2 – Bid Meeting Attendees

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME IN THE INVITATION FOR BID (IFB).**

**Additionally, please be sure to submit all required forms with your bid per this addendum and the solicitation instructions.**

**ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 BY SIGNING BELOW AND RETURNING A COPY OF THE ADDENDUM WITH YOUR BID OR ACKNOWLEDGING IN YOUR BID.**

**ISSUED BY: GINA WASHINGTON, SENIOR BUYER, 08/10/2022**

**NAME OF BIDDER: \_\_\_\_\_**

**BID DUE DATE: 2:00PM (ET), WEDNESDAY, AUGUST 17, 2022**