

City of Beaufort
Solid Waste and Recycling Collection and Disposal Services
Questions and Answers on RFP 2015-110
Submitted through Pre Proposal meeting on Friday, April 10, 2015
And Written Requests

Clarifications in RFP

- Are all 'services' to be performed on the same day? **All "services" will be performed on the same day (garbage/recycling/yard debris) for each respective work area within the City.**
- Page 62- refuse collection – is it a 3 year fix rate? **Yes for each option**
- Page 22 - Requires vendor to have physical office in Beaufort County. **The City will accept a vendor who has a physical location in the either Beaufort County or Jasper County area.**
- New vendor will need to have a tracking mechanism for services done which is supported by current contract. **Since this is an outsourced service of the City, selected City personnel will like daily accessibility to account holders for monitoring purposes. Customers should have some sort of online access in order to make requests for services, report a complaint or other issue related to service, and pay on their account. The City will create a hyperlink from its website to the provider's website to promote and enhance that seamlessness in service.**
- Page 16 – Tiered pricing – Is this for roll cart system – there is nothing indicating future pricing for commercial. **This section of the RFP is describing the current rates and structure. Each proposing Contractor is responsible for creating a new system of service and pricing for residential and commercial.**

1. Is the Town of Port Royal collection included or separate from this contract?

Answer: The collection services within the Town of Port Royal are not a part of this RFP.

2. Does the RFP require all vendors to provide new charts?

Answer: Yes

3. Who is responsible for cleaning the materials left on the ground surrounding the containers in the corrals we saw in the waterfront park area?

Answer: The Bidding Contractor is asked to provide alternatives for this area for servicing and clean up.

4. Are there specific hours to pick up the downtown containers? Restricted hours?

Answer: All garbage/recycling/debris service trucks are required to service the "core commercial district" between 7:00am and 9:30 am.

5. Do the Waterfront park business move full containers to the corral area? Are empty carts stored there for their use?

Answer: The enclosure is used for servicing of restaurant roll carts only. Empty carts are not stored in the corral area.

6. Can you provide a copy of your current contract with waste pro as well as the most recent invoice?

Answer: Yes. Please send an email to Procuradmin@cityofbeaufort.org to request your copy which will be emailed to interested parties.

7. Will the county pay the disposal on the commercial containers?

Answer: No

8. Do you have the current number of residents with back door services? What are the qualification requirements?

Answer: In addition there are 25 addresses at Rising Tide on Ribaut Road and 23 addresses at Carriage Court that are services by going into the enclosure area and retrieve the roll carts and recycling bins because the multi housing structure does not provide a way for the resident to move the cart/bin from the back yard to the front yard.

9. Do trash and recycle have to be on the same day? Is EPW okay?

Answer: Yes, all services are to be performed on the same day for each respective work area within the City

10. Do you have current commercial customer list?

Answer: Yes. This list will be provided to the awarded contractor, if necessary.

11. Can you provide the past 12 month tonnages for MSW, recycle, bulk and yard waste?

Answer: Over the past 12 months tonnage for recycling has been 279.24, Municipal Solid Waste & Bulk has been 780.16 and Yard Waste has been 1,088.60.

12. Will the City enforce current yard waste requirements on bagging and bundling, control maximum amounts?

Answer: Yes

13. What is the use of the 8 yard container located next to the corral/enclosure on the waterfront?

Answer: This container is part of a private contract between our current solid waste provider and the City's current landscape contractor.

14. How are house counts performed and adjusted? Billing who is this being performed by?

Answer: The current provider periodically, upon City request, performs a house count. The billing is currently performed by Beaufort Jasper Water & Sewer through the water & sewer billing system. Each respective proposer is to present their approach for servicing, billing and collection.

15. Is providing an alternate billing option a mandatory component of the bid?

Answer: All proposing contractors are to include billing and collection in their bid proposal. This service is not an alternative and should be part of the determination for the Franchise fee proposal.

16. Will the city consider a 2 week extension of the submittal deadline?

Answer: The City has extended the due date of proposals until 2:00pm, Friday, May 1, 2015. Addendum #1 to the RFP has been posted on the City's website.

17. Is the contractor required to pick up only the cart contents or contents plus items surrounding the cart?

Answer: Contractor will be required to pick up the cart contents and any other items surrounding the cart.

18. Does the city own the carts currently being services by Waste Pro that are stamped with City of Beaufort?

Answer: No the City does not currently own the Carts that are in use.

19. Please clarify the franchise fee in regards to billings responsibilities on page 65?

Answer: Contractors are required to propose a franchise fee rate that would be applied against the gross revenues billed each month for services rendered as described in the RFP. Billing and collection is an included required component of this RFP.

20. Are clam trucks required for yard debris collection or only for storm cleanup?

Answer: No, clam trucks are not required.

21. Is yard debris produced by landscaping services required to be picked up?

Answer: Landscape debris from all residents home or commercial businesses shall be removed by contractor as long as it meets the requirements or bagging/bundling. However, the contractor is not responsible for the removal of debris generated by a landscape company for its company's means of removal.

22. The RFP mentions the City has 5,630 residential units, but collects 4,500, why?

Answer: Under the current system, the provider is collecting the refuse and the billing of customers is done by Beaufort Jasper Water & Sewer and there is no feasible way to reconcile the difference between the number of residential units from the number of collection sites.

That is one of the primary reasons why the City is looking to consolidate refuse collection with billing and revenue collection into one provider.

23. Please verify that collections for all services are required to be on the same day.

Answer: See answer to question #9

24. Can you provide a list of all waterfront park and other City locations that are required to be services under the contract.

Answer: There is one location in Waterfront Park. Other City locations are City Hall and Municipal Court buildings on Boundary Street, the Fire Station Headquarters on Ribaut Road, the Mossy Oaks Fire Station (until replaced by the new fire station on Ribaut Road that is under construction), and the Public Works facility on Burton Hill Road.

25. Special event service required – Can the City please give more detail about the services that are required for each event?

Answer: There are 5 large events in the Downtown area each year: Taste of Beaufort, Shrimp Festival and Nite on the Town that are 1 day events; the Beaufort Water Festival which is a 10 day event; and the Beaufort Gullah Festival which is a 3 day event. Each 'event organizer' is an independent account with the Refuse collection contractor and will negotiate the terms and conditions with the contractor. The City has no responsibility in that negotiation.

26. Can the City clarify who will perform the billing for this work; contractor, City, Beaufort Jasper Water and Sewer.

Answer: See answers to question #14 & 15.

27. Can the City clarify that you are asking the contractor to also provide a quote to perform billing?

Answer: Billing is to be performed by the Contractor. The cost associated with this service should be a component In the Franchise Fee proposal.

28. In some parts of the RFP you show 240 commercial accounts, but in other parts it shows 300. Why the difference?

Answer: On the average there are approximately 300 commercial accounts. However, the number varies from month to month as businesses open/close or service requests increase/decrease.

29. The RFP requires the contractor to have an office in Beaufort County. We currently maintain offices less than three miles from the Beaufort County line, in Jasper County, SC. The services performed under this contract are regional in nature. While we could rent office space less than 4 miles from our current location to meet the RFP requirements, we believe this will only drive up the costs to provide the City with services, while not increasing customer service, which we believe is the goal of this requirement. Can the City also allow offices to be in Jasper County to meet this requirement?

Answer: See Clarification to RFP above.

30. Please confirm that once the contractor supplies the carts they will be owned by the City.

Answer: The City will not own the carts.

31. Why does option 3 for pricing item 3 show 4,220 units instead of 4,500 like the other items?

Answer: Under Pricing – Recycling Collection for City of Beaufort, Alternative 3 (Optional) should also be 4,500 residential units NOT 4,220 reflected.

32. Dumpster service is discussed in the bid. Does the contractor have the exclusive rights to service residential units by requiring dumpster service? If so, can we get a current listing of dumpsters, size, frequency and location?

Answer: See response to question #8

33. Does the current rate \$16.20/month/home just cover the MSW and recycling or does that also cover yard waste, brown goods and all other services?

Answer: The fee for residential customers is \$16.20 per month for all services.

34. Can we get current pricing for all other services, if they are not covered by the \$16.20 (Waterfront Park, etc.)

Answer: See response to question #33.

35. What is the start date of the new contract?

Answer: July 1, 2015

36. What is the anticipated award date?

Answer: First week of June 2015

37. Can we get a 4 week extension on the due date? Because of the great detailed that is required to accurately respond to the RFP, it is critical that an extension be given.

Answer: See response to question #16.

38. What is the term of the new contract that will be awarded?

Answer: This is a 5 year contract.