

**Residential Recycling Services and City Facility Solid Waste
Collection and Disposal
Addendum #4**

To: All Bidders

From: Kerry Brugger, Director of Administration

Date: July 11, 2012

Re: Bidder Questions and Answers/ Recyclable Materials Containers/ Residential Recyclable Materials Collection, Transportation, and Delivery for Processing of Residential Recycling Materials & Collection and Disposal of Solid Waste from City Facilities (Change in Bid Form)

Bidder Questions and Answers

- 1) **Question:** Will the chosen contractor be invoicing the City for all 3,600 residences or only for the residences that subscribe to the service?
Answer: Per city ordinance, all residential units (residences) are required to participate in the recycling program. In other words, the program is not subscription based. All active, residential city utility accounts are billed a monthly charge which is deposited into a city recycling fund. This fund is then used to pay the recycling contractor.
- 2) **Question:** If the answer to #1 is that we only will be paid for the residences that subscribe, how many currently subscribe and do you have any reason to believe that number will increase or decrease in the future and, if so, why?
Answer: As of today, the city is billing 3,711 active recycling accounts. The current recycling contractor has been billing for 3,528 accounts. When this bid process was put together, the number 3,600 was chosen as a midpoint between these two numbers. Contractors shall be permitted to bill for 3,600 accounts at the monthly rate for the length of the contract.
- 3) **Question:** Under your current contract, are the Municipal Facilities (listed under paragraph #9) being provided at no charge by the incumbent recycling contractor
Answer: Yes, these Municipal Facilities are being serviced, including solid waste collection and disposal at no charge by the incumbent recycling contractor as noted under paragraph #9 in the instructions to bidders. Please note that the scope of paragraph #9 was revised slightly in Addendum #2. The present contractor is absorbing this cost into the \$3.62 fee per residential unit that is being charged for the collection, transportation, and processing of recyclable materials.

Recyclable Materials Containers

In addition to the standard, city-provided recycling containers, some residents may desire a larger container for the collection of recyclables. On that note, contractors shall submit an alternate bid price for the contractor to provide the monthly rental of a 64 gallon recycling toter to any interested residential unit (resident). Under this scenario, the resident and the contractor shall be responsible for all payment and billing for this rental. Under this scenario, the cost of collection shall remain the same for all participants in the program whether a city issued container or rental container is used. A revised bid form is included with this addendum, and there is line item for this alternate bid price.

Residential Recyclable Materials Collection, Transportation, and Delivery for Processing of Residential Recycling Materials & Collection and Disposal of Solid Waste from City Facilities (Change in Bid Form)

To allow for better evaluation of bids received, the bid form included with this addendum shall supersede the previous version. The form has been revised to break up the monthly cost per residential unit for residential recyclable materials collection, transportation, and delivery for processing of residential recycling materials from the disposal of solid waste from city facilities. In other words, a monthly cost per residential unit shall be submitted for residential recyclable materials collection, transportation, and delivery for processing of residential recycling materials. This cost shall include recyclable materials collection, transportation, and processing from city facilities as specified. Secondly, a monthly cost per residential unit shall be submitted for the collection and disposal of solid waste from city facilities. The city shall reserve the right to combine the two costs to make one rate and one contract. Furthermore, the city shall reserve the right to evaluate these two rates separately and to enter into separate contracts for recycling and for solid waste collection.

BID FORM

TO THE CITY OF URBANA, OHIO FOR FURNISHING COLLECTION, TRANSPORTATION, AND DELIVERY FOR PROCESSING OF RESIDENTIAL RECYCLABLE MATERIALS GENERATED WITHIN THE CITY AND COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED IN THE BID DOCUMENTS ATTACHED HERETO:

The bidder declares that: the only persons, company, or parties interested in this bid as principals are identified below; the bidder has carefully examined the attached Bid Documents, including the Agreement; the bidder has thoroughly investigated and familiarized itself with the character and subject of the Bid Documents, including the Agreement; and if this bid is accepted, the bidder will contract with the City in the Agreement attached hereto, to furnish services to the City according to the Bid Documents and the Agreement, for the following prices:

DESCRIPTION OF SERVICE: WEEKLY COLLECTION OF RESIDENTIAL RECYCLABLE MATERIALS, COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED

ESTIMATED COLLECTIONS: Approximately 3,600 Residential Units within the City of Urbana, City Facilities as Specified

Recycling Materials shall be delivered to the facility or facilities selected by the bidders and identified below.

THE FOLLOWING NOT-TO-EXCEED BID PRICES INCLUDE THE TOTAL COST OF COLLECTION, TRANSPORTATION AND DELIVERY FOR PROCESSING OF RESIDENTIAL RECYCLABLE MATERIALS AND THE TOTAL COST OF THE COLLECTION AND DISPOSAL OF SOLID WASTE GENERATED AT CITY FACILITIES AS SPECIFIED IN THE BID DOCUMENTS.

The current estimated number of qualifying Residential Units is 3,600. The Bidder has reviewed the City and Champaign County tax record and based its bid on _____ Residential Units which is close to the estimated 3,600 Residential Units.

Additionally, persons with a disability which limits or impairs the ability to walk as certified by the City shall receive Carry-out Service at the same price to households not receiving Carry-out Services.

If the foregoing bid is accepted by the City, and the undersigned fails to execute a satisfactory Agreement within ten (10) days from the Notice of Award, then the City, at its option, may determine that the undersigned has abandoned the Agreement and thereupon this bid shall be null and void and the Bid Bond or other bid security accompanying this bid shall be forfeited to and become the property of the City; otherwise, the Bid Bond or other bid security accompanying this bid shall be returned to the undersigned on demand.

THE FULL NAME AND RESIDENCE OF ALL PERSONS AND PARTIES INTERESTED AS PRINCIPALS IN THE FOREGOING BID ARE AS FOLLOWS:

| NAME | ADDRESS |
|-------------|----------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

COMPANY OR BIDDER'S NAME _____

STREET ADDRESS _____

CITY, STATE, ZIP CODE _____

FAX NUMBER _____

TELEPHONE NUMBER _____

E-MAIL ADDRESS _____

SIGNATURE OF BIDDER _____

TITLE _____

DATE _____, 2012