



CITY OF TORRINGTON

Addendum # 2

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated January 22, 2009 as noted below. Acknowledge receipt of this Addendum in the space provide in the Bid Proposal. Failure to do so may subject Bidder to disqualification.

This Addendum consists of ten (10) pages in total.

RFP #MRR-035-022309 MUNICIPAL REFUSE AND RECYCLABLE MATERIAL COLLECTION

Date of bid opening: February 23, 2009

Time: 11:00 AM

Location: Police Department Records Division
576 Main Street
Torrington, CT 06790

Submit signed addenda with bid.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: February 6, 2009

Purchasing Agent

Pennie Zucco
Pennie Zucco

Bid Submitted By: _____

Name of Company _____

Signature

Date _____

Title

ADDENDUM 2 HAS (4) FOUR CHANGES SPECIFIED BELOW:

- 1) Page 8 of the Bid Proposal which has been revised to reflect the addition of Alternate Bid Item A-1b for Automated Bi-Weekly Recycle Collection with the collection carts being supplied by the City.
- 2) General Conditions Section 8.0 of the Bid Proposal has been added to the contract to include a provision and method for a Fuel cost Adjustment.
- 3) The Specifications of the Bid Proposal has been revised to reflect the addition of Alternate Bid Item A-1b for Automated Bi-Weekly Recycle Collection with the collection carts being supplied by the City.
- 4) Response to Questions Page 1 & 2 of the Bid Proposal pertain to questions received regarding the Contract Documents are included with the City response.

**CITY OF TORRINGTON
MUNICIPAL REFUSE AND
RECYCLABLE MATERIAL COLLECTION**

ADDENDUM No. 2

ADDENDUM No. 2
February 10, 2009

Re: City of Torrington
Municipal Refuse and Recyclable Material Collection
RFP# MRR-035-022309

From: Gerald C. Rollett
Director of Public Works
City of Torrington
140 Main Street
Torrington, CT 06790

To: PROSPECTIVE BIDDERS

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated January 22, 2009 as noted below. Acknowledge receipt of this Addendum in the space provided in the Bid Proposal. Failure to do so may subject Bidder to disqualification.

This Addendum consists of ten (10) pages in total.

CHANGES TO BID PROPOSAL

1. Bid Proposal Page 8;

Delete: Bid Proposal, Page 8, January 22, 2009
In its entirety.

Add: Bid Proposal, Pages 8 and 9, January 22, 2009, Rev. February 10, 2009
In their entirety.

Purpose: *The Bid Proposal has been revised to reflect the addition of Alternate Bid Item A-1b for Automated Bi-Weekly Recycle Collection with the collection carts being supplied by the City.*

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ADDENDUM No. 2

CHANGES TO GENERAL CONDITIONS

2. General Conditions Section 8.0;

Add: General Conditions Section 8.0 Fuel Cost Adjustment,
Page 6, February 10, 2009
In its entirety.

Purpose: *General Conditions Section 8.0 has been added to the contract to include a provision and method for a Fuel Cost Adjustment.*

CHANGES TO SPECIFICATIONS

3. Specifications Alternate Proposals;

Delete: Specifications, Pages 9 and 10, January 22, 2009
In their entirety.

Add: Specifications, Pages 9, 10 and 11, January 22, 2009, Rev. February 10, 2009 In their entirety.

Purpose: *The Specifications have been revised to reflect the addition of Alternate Bid Item A-1b for Automated Bi-Weekly Recycle Collection with the collection carts being supplied by the City.*

RESPONSE TO QUESTIONS

4. Response To Questions Pages 1 & 2;

Add: Response to Questions Pages 1 and 2 Dated February 2, 2009
In their entirety.

Purpose: *Questions received regarding the Contract Documents are included with the City response.*

END OF ADDENDUM No.2

**CITY OF TORRINGTON
MUNICIPAL REFUSE AND
RECYCLABLE MATERIAL COLLECTION**

BID PROPOSAL

ALTERNATE BID ITEMS

Total for Alternate Bid Items shall not be included with the Total Base Bid Price. This work is to be accepted in part or in whole at the option of the CITY as replacement of the applicable Base Bid Items.

**A-1a. AUTOMATED (BI-WEEKLY) RECYCLE COLLECTION – CONTRACTOR
CARTS (Dollars/unit/month)**

(See Section 4.1.a of the Collection Specifications) - Replaces Base Bid Item C.

\$ _____, _____
(figures) (amount in words)

Dollars/unit/month x 14,030 units x 12 months equals

\$ _____ Annual Cost

**A-1b. AUTOMATED (BI-WEEKLY) RECYCLE COLLECTION – CITY CARTS
(Dollars/unit/month)**

(See Section 4.1.b of the Collection Specifications) - Replaces Base Bid Item C.

\$ _____, _____
(figures) (amount in words)

Dollars/unit/month x 14,030 units x 12 months equals

\$ _____ Annual Cost

A-2. RESIDENTIAL MONTHLY NON-PROCESSIBLE COLLECTION (Dollars/month)
(See Section 4.2 of the Collection Specifications)- Replaces Base Bid Item E.

_____, _____
(figures) (amount in words)

Dollars/month x 12 months equals

\$ _____ Annual Cost

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BID PROPOSAL

A-3. RESIDENTIAL MONTHLY METAL COLLECTION (Dollars/month)
(See Sections 4.3 of the Collection Specifications) - Replaces Base Bid Item G.

\$ _____ , _____
(figures) (amount in words)

Dollars/month x 12 months equals

\$ _____ Annual Cost

Respectfully Submitted By:

(Signature)

(Name)

(Business Address)

(Title)

(Business Address)

(SEAL - If Bid is by a Corporation)

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GENERAL CONDITIONS

8.0 FUEL COST ADJUSTMENT

This provision covers the basis of fuel usage and method of a monthly price adjustment for increases and decreases associated with diesel fuel that is purchased and consumed in the performance of the contract work.

- a. The **Fuel Base Price** will be \$2.606 per gallon for ultra low sulfur diesel fuel based on the January 2009 Monthly Average retail diesel price as published by the Energy Information Administration under PADD 1A (Petroleum Administration for Defense District, New England).
- b. The **Fuel Period Price** will be the Monthly Average retail diesel price per gallon for ultra low sulfur diesel fuel as published by the Energy Information Administration under PADD 1A for the month immediately preceding the invoice month.
- c. The **Monthly Fuel Usage** will be equal to the quantity of gallons of ultra low sulfur diesel fuel represented in the calculation for the fuel cost adjustment and will be established at 3,500 gallons per month for the term of the Contract.

Monthly Fuel price data for New England (PADD 1A) is available at:

http://tonto.eia.doe.gov/dnav/pet/pet_pri_gnd_dcus_r1x_m.htm

Basis of Payment: When the monthly invoice is calculated, the Contractor shall determine the Fuel Cost Adjustment for the entire month being invoiced by using the Fuel Period Price as posted for the preceding month. For example, if at the end of July, 2009 the posted monthly average price is \$2.906 per gallon; the adjustment will be calculated as follows:

Fuel Base Price:	\$2.606 per gal.
Fuel Period Price:	<u>\$2.906 per gal.</u>
Fuel Cost Adjustment:	\$0.300 per gal.

Monthly Fuel Cost Adjustment is 3,500 gallons x \$0.30 = \$1,050 increase.

If the Fuel Cost Adjustment is an increase, it will be billed as a separate line item on the monthly invoice for service. If the Fuel Cost Adjustment is a decrease, it will be billed as a separate line item credit on the monthly invoice for service. A copy of the posted price from the web site shall be included with the invoice to support the Fuel Cost Adjustment calculation.

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SPECIFICATIONS

3. ADDITIONAL CONTRACTOR SERVICES

The Contractor will provide its existing educational promotional materials for reproduction and assist City in the distribution of said material and the distribution of City prepared educational materials.

Participate in meetings as requested by City to discuss improvements to the solid waste and recycle management programs.

Assist City in gathering statistical data for State compliance and solid waste & recyclables management.

4. ALTERNATE PROPOSALS

In addition to the Contract Collection items, the City will require that bidders submit an alternative proposal for automated (bi-weekly) single stream recycle collection and monthly City-wide collection of non-processible waste and metal. The City reserves the right to select or not select any or all of the alternative proposals. The Contractor shall accept prorated payments adjustments in accordance with the Alternate Proposals.

4.1.a Alternate A-1, Automated (Bi-Weekly) Recycle Collection – Contractor Carts

All Bidders are required to respond to the following bid option for an automated refuse collection system. This option if chosen, will replace the Residential (Blue Bin) Recyclables Collection (Base Bid Item C). Only recyclables contained within automated carts will be collected by the contractor. There will be no change in the terms for collection of recyclables if this option is implemented other than collection frequency which shall be bi-weekly (every other week). CONTRACTOR must submit with Bid Proposal an Automated Recycle Collection Management Plan which shall include as a minimum a schedule for distribution of carts, public education, receptacle specifications and cart warranty.

Contractor will be responsible for the ordering, receiving, assembly, storage, stocking and delivery to each resident one (1) automated recycle collection cart that is suitable for and compatible with a totally automated recycle collection system. The cart will be limited to a single container of approximate size equal to 65-gallon automated recycle cart per residential recycle unit. Carts must be numbered with bright, contrasting color so as to be easily visible from the street. Contractor will be responsible for the replacement of non-serviceable carts if the non-serviceability is due to normal wear and tear. Carts that are lost, stolen, vandalized or damaged will be replaced at the

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SPECIFICATIONS

City's expense or at the residents' expense with prior approval from the City. The contractor will be responsible for distributing carts throughout the contract.

Contractor must provide all training and informational literature explaining the automated recycle collection service and its procedures to each resident during the delivery of the carts. All literature must be approved by the City. Contractor is required to create and maintain a database listing the cart serial number, date of delivery and cart maintenance requests for each resident.

All automated recycle collection carts shall become the property of the CITY at the end of the CONTRACT. Payment for this item of work shall be monthly based on the unit price bid per curbside unit per month for Automated (Bi-Weekly) Recycle Collection.

4.1.b Alternate A-1, Automated (Bi-Weekly) Recycle Collection – City Carts

All Bidders are required to respond to the following bid option for an automated refuse collection system. This option if chosen, will replace the Residential (Blue Bin) Recyclables Collection (Base Bid Item C). Only recyclables contained within automated carts will be collected by the contractor. There will be no change in the terms for collection of recyclables if this option is implemented other than collection frequency which shall be bi-weekly (every other week).

The City will be responsible for the ordering, receiving, assembly, storage, stocking and delivery to each resident one (1) automated recycle collection cart that is suitable for and compatible with a totally automated recycle collection system. City will be responsible for the replacement of non-serviceable carts including carts that are lost, stolen, vandalized or damaged. The City will be responsible for distributing carts throughout the contract.

The City will provide all training and informational literature explaining the automated recycle collection service and its procedures to each resident during the delivery of the carts. City will create and maintain a database listing the cart serial number, date of delivery and cart maintenance requests for each resident. The Contractor shall work with and cooperate with the City in the implementation of an Automated Recycle collection system.

Payment for this item of work shall be monthly based on the unit price bid per curbside unit per month for Automated (Bi-Weekly) Recycle Collection.

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SPECIFICATIONS

4.2 Alternate A-2, Residential Monthly Non-processible Waste Collection

All Bidders are required to respond to the following bid option for a City-wide monthly collection of non-processible wastes from all properties and buildings with curbside and dumpster service. This option if chosen, will replace the Residential Non-Processible Waste Collection (Base Bid Item E). Residential non-processible wastes shall be transported and disposed of at a location provided by the CONTRACTOR. Payment for this item of work shall be monthly based on the price bid per month for Residential Monthly Non-Processible Waste Collection.

4.3 Alternate A-3, Residential Monthly Metal Collection

All Bidders are required to respond to the following bid option for a City-wide monthly collection of all metal wastes from all properties and buildings with curbside and dumpster service. This option if chosen, will replace the Residential Metal Collection (Base Bid Item G). Residential metal shall be transported and disposed of at the metal processing facility located in Waterbury, Connecticut owned and operated by Albert Brothers, Inc. The City of Torrington shall be billed/credited all scrap value of the metal. Payment for this item of work shall be monthly.

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Response to Questions

Page 1 of 2

February 10, 2009

- Q1. What form of guarantee would the Town accept from the manufacturer for the delivery of new equipment?

Response: Cart warranty information must be submitted with the Automated Recycle Collection Management Plan and will be used as part of the evaluation in determining award.

- Q2. Will contractors who do not have a base of operation within the City of Torrington be considered for this project?

Response: The contractor shall provide an office and telephones as required in Section 4.0 of the General Conditions however, an office location in close proximity to Torrington will be deemed acceptable. Close proximity is defined as easily accessible by city staff and residents and would be expected to be within one-mile from the City of Torrington town line.

- Q3. Will the on-site foreman be permitted to perform any route or collection functions while in town?

Response: The on-site foreman is required to perform the duties as described in Section 7.B of the Contract and 4.0 of the General Conditions. Other work and duties of the foreman will be allowed to the extent that the required contractual duties are not impacted.

- Q4. If the route is completed after the Transfer Station is closed and the truck is partially loaded, could the route be started the next day with that material on board?

Response: All trucks and routes shall be scheduled to allow proper disposal of all collected wastes at the end of the day in accordance with Section 1.1(h) of the Specifications.

- Q5. If there is an observed holiday on a Sunday and CRRA is open on Monday, would the selected contractor be permitted to collect on Monday?

Response: The holidays listed in Section 5.B of the Contract follow the CRRA holiday schedule when the Mid-Connecticut Project Facilities (sites) are closed. Collections will not be permitted on days that the sites are closed. If a future year holiday falls on a Sunday and CRRA sites are open on Monday, collections will be allowed.

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Response to Questions

Page 2 of 2

February 10, 2009

Q6. How many municipal events were there last year that required containers?

Response: This contract item was not a part of previous contracts so no containers were required for municipal events. The anticipated municipal events that will require containers under this contract include two river clean ups and four downtown events. Some events may require multiple containers and will be counted as multiple events based on total quantity of 30-cubic yard containers provided.

Q7. Due to the limited time before the project starts, there may be some challenges in getting new equipment in place on time. If the Town selects alternative 4.1 for bi-weekly automated recycling collection could the contractor phase in this type of collection?

Response: If automated recycle collection is selected, the city will work with the contractor to implement a logical and orderly startup which may include phasing.