



Contract Award Notification Update

Subject: CANCELLATION OF CONTRACT

DATE: August 16, 2016 **AWARD #:** [22760-SW](#) **GROUP#:** 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services (Statewide)

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: PS21600 **CONTRACTOR:** A.T.N.M. Corp.

Pursuant to the notification delivered to the contractor listed above dated, June 14, 2016, the contract was cancelled effective close of business August 15, 2016 in accordance with the Cancellation For Convenience provision of the contract.

Revised information is available at OGS' website at the web address below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760ContractorInfo.pdf>

All other terms and conditions of this Award remain the same.



Contract Award Notification Update

Subject: CONTRACTOR INFORMATION UPDATE

DATE: February 12, 2016 AWARD #: [22760-SW](#) GROUP#: 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.:	PS21620	CONTRACTOR:	Action Carting Environmental Services, Inc.
	PS21640		County Waste & Recycling Service, Inc.
	PS21700		Modern Disposal Services, Inc.
	PS21750		Winter Bros. Hauling of CT, LLC.
	PS21760		Winter Bros. Hauling of Long Island, LLC

The Contractor Information has been revised to reflect the changes in bold below:

OGS CONTRACT NUMBER	CONTRACTOR INFORMATION	
PS21620	Action Carting Environmental Services, Inc. 300 Frank W. Burr Blvd., Suite 39 Teaneck, NJ 07666 Federal ID: 13-4000316 NYS Vendor ID: 1000006518	Phone: 973-286-7036 Neretta Thompson Fax: 973-623-7667 E-mail: nthompson@actioncarting.com
PS21640	County Waste & Recycling Service, Inc. 1927 Route 9 Clifton Park, NY 12065 Federal ID: 14-1732636 NYS Vendor ID: 1100001359	Phone: 518-877-2335 Duane Hromada E-mail: DuaneHR@wcnx.org

OGS CONTRACT NUMBER	CONTRACTOR INFORMATION	
PS21700	Modern Disposal Services, Inc. 590 Elk Street. Buffalo, NY 14210 Federal ID: 16-0875858 NYS Vendor ID: 1000014982	Phone: 800-330-7107 Cell: 716-427-5331 Joseph Hickman Fax: 716-827-1796 E-mail: joeh@modern-corp.com
PS21750	Winter Bros. Hauling of CT, LLC. 307 White St. Danbury, CT 06810 Federal ID: 27-4348832 NYS Vendor ID: 1100111412	Phone: 203-743-0405 Jodi Barnell-Drescher Fax: 203-743-0843 E-mail: Jodi.barnell@wintersbrosct.com
PS21760 SB	Winter Bros. Hauling of Long Island, LLC 1198 Prospect Ave. Westbury, NY 11590 Federal ID: 37-1749568 NYS Vendor ID: 1100119733	Phone: 631-244-7272 Mark Troiano Fax: 631-244-8819 E-mail: mtroiano@wintersbrosli.com

All revised information is available at OGS' website at the web address below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760can.htm>

All other terms and conditions of this Award remain the same.



Contract Award Notification Update

CONTRACT AMENDMENT, MINI-BID PROCESS Subject: CLARIFICATION & CONTRACTOR INFORMATION UPDATE

DATE: February 12, 2016 AWARD #: [22760-SW](#) GROUP#: 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers CONTRACTOR: All Contractors

OGS has revised the above referenced Contract as detailed below:

Contract Amendment:

OGS has posted the First Contract Amendment to the Executed Contracts for the Recycling & Trash Removal Services Contract. The revised page 30 is included in the Executed Contracts.

Mini-Bid Clarification:

Question 16 (L) of the FAQ's has been revised to include the language below clarifying the Mini-Bid process: The Procurement Services Contract Manager will provide the Authorized User with a Contract Number for the awarded Contractor. **It is the Authorized User's responsibility to perform the Mini-bid in accordance with procurement guidelines and to verify that the Mini-bid pricing is less than or equal to the Backdrop contract pricing. Although OGS issues a Mini-bid contract number, the procurement is not reviewed or approved by OGS.**

The Contractor Information has been revised to reflect the Contractor Information change below:

OGS CONTRACT NUMBER	CONTRACTOR INFORMATION	
PS21650 SB	Donato Marangi Inc. 175 Route 303 Valley Cottage, NY 10989 Federal ID: 22-1916725 NYS Vendor ID: 1000011970	Phone: 845-268-7278 Fax: 845-268-0352 Mike DiMase E-mail: mdimase50@yahoo.com

All revised information is available at OGS' website at the web address below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760can.htm>

All other terms and conditions of this Award remain the same.



Contract Award Notification Update

Subject: Instruction to Authorized Users

DATE: February 12, 2016 **AWARD #:** [22760-SW](#) **GROUP #:** 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers **CONTRACTOR:** All Contractors

As per contract terms and Frequently Asked Questions (FAQs) question 16, available here - <http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760FAQ.pdf> this contract requires all State Agencies and Authorized Users to conduct mini-bids whenever there is more than one Contractor in a region. For regions and lots where only one Contractor was awarded, the Project Definition/ mini-bid templates must still be completed. As per State Finance Law, Article XI, §163, State agencies must use an OGS centralized contract unless it doesn't meet their form, function and utility. If an agency elects not to use an OGS centralized contract, agencies must inform vendors that they are soliciting quotes for a **non-contract purchase (open market purchase)**.

If open market purchase, Authorized Users cannot use OGS templates (project definition/mini-bid templates) or reference OGS lots/items under the centralized contract.

For State Agencies and Authorized Users using the OGS centralized contract, Procurement Services will issue a contract number to entities after they have performed the mini-bid process. Contractors will use these issued contract numbers to set up accounts for all Authorized Users (State Agencies, towns, counties, school districts, etc.) under award #22760.

Contractors are not obligated to provide OGS contract pricing for open market purchases. Therefore, all Authorized Users are encouraged to use OGS centralized contract award #22760 for their Trash/Recyclable needs to ensure they are receiving reasonable pricing.

All other terms and conditions of this award remain the same.



Contract Award Notification Update

Subject: **WEBINAR FOR “HOW TO USE THE RECYCLING & TRASH REMOVAL SERVICES CONTRACT”**

DATE: January 28 2016 **AWARD #:** [22760-SW](#) **GROUP#:** 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers **CONTRACTOR:** All Contractors

OGS has posted the webinar presentation for “How to Use the Recycling & Trash Removal Services Contract” to OGS’s contract page for award 22760 at the web address below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760can.HTM>

In addition, the following is a list of answers to questions submitted to OGS during the webinar:

Contract Migration

1. Is the previous centralized contract for Rubbish Removal (award 18850) still active, and can we continue to use it?

Response: No, award 18850 is expired and is no longer an active contract. Purchase orders currently in place against award 18850 are no longer valid.

2. If I have a Purchase Order with a Contractor from the previous centralized contract for Rubbish Removal (award 18850), does the Purchase Order automatically roll over to the new contract?

Response: No, purchase orders currently in place against award 18850 are no longer valid and do not roll over to the new award. All Authorized Users must perform a mini-bid in order to use award 22760.

3. We currently have our own contract in place for garbage pickup and recycling that was a result of a procurement performed by our organization. Are we required to switch to award 22760?

Response: If your organization has their own procurement in place you may continue to use it. Please note that the previous centralized contract for Rubbish Removal (Award 18850) is expired, and any purchase orders currently in place against award 18850 are no longer valid.

4. If we have our own contract in place but it doesn’t contain recycling of scrap metal, can we keep our current contract and use award 22760 to do a mini-bid for only the recycling of scrap metal?

Response: Yes, you may perform a mini-bid for the recycling of scrap metal.

Mini-bid Procedure

5. Where can I find the Project Definition Template?

Response: The Project Definition Template is located on the contract landing page.

6. Who is responsible for deciding how many facilities should be included in a mini-bid?

Response: It is the Authorized User's responsibility to determine the scale of the mini-bid within a region.

7. Can I do a mini bid for the entire state or for several regions, with the requirement that the vendors only bid in the area in which they have been awarded a contract?

Response: No, separate mini-bids must be done for each region.

8. What term can we use for the Mini-bid? Do we need to do a Mini-bid each year?

Response: The term of the mini-bid can be up to five years, and may extend for up to three years beyond the end date of the Backdrop Contract provided that the total mini-bid term does not exceed five years, maximum.

9. In Section 1.2 *Key Events/Dates* of the Project Definition Template, how long should I give the Contractors to submit their proposals?

Response: It is up to the Authorized User to determine an appropriate bid submission date that gives the contractors a reasonable amount of time to respond to the Mini-bid. For most mini-bids a response time of five business days should be adequate.

10. Can we accept electronic bids?

Response: It is up to the Authorized User to decide if electronic bids are acceptable.

11. If there is only one vendor awarded a region, do I still need to do a Mini-bid?

Response: Yes, a Mini-bid is still required even if only one Contractor was awarded the Lot(s) and Region. The pricing awarded for the Master Contract is maximum, not to exceed pricing, and in order to receive the most economical pricing the Authorized User must develop a Project Definition and distribute it to the Contractor. Please see the *Frequently Asked Questions* document, Question 11 which is located on the contract landing page.

12. If there is only one vendor in the region for the Lot that we want to use, do we need to justify the pricing and how do we do it?

Response: For Lots where only one vendor is awarded, it is not required by the Contract but it is recommended that the Authorized User obtain two additional informal quotes from open market companies in order to verify the reasonableness of the pricing received for the Mini-bid. Please see the *Frequently Asked Questions* document, Question 11 which is located on the contract landing page.

13. If there is only one vendor in a region and the comparison quotes come in lower, what do we do?

Response: If the comparison quotes are significantly lower than the mini-bid pricing, then the Authorized User may decide that the contract does not meet its form, function and utility and would follow their organization's procurement guidelines in determining an appropriate procurement strategy for the services being sought. In these cases the contract would not be used and the Authorized User would be responsible for performing their own procurement.

14. How are bid protests handled?

Response: Bid protests are handled by the Authorized User. The Authorized User should enter instructions for filing protests in Section 9 *Mini-bid Protests* of the Project Definition Template.

Mini-bid Contract Numbers

15. What contract number is used for the Mini-bid contracts?

Response: The Mini-bid contract number is assigned by Procurement Services upon receipt of the Project Definition and winning proposal. Please see the *Frequently Asked Questions* document, Question 10 which is located on the contract landing page.

16. What will the turnaround time be for issuing a contract once the Project Definition and winning proposal is forwarded to you?

Response: Mini-bid contract numbers are typically issued within 1 to 3 business days.

17. Once I receive the Mini-bid contract number, who enters it into SFS?

Response: It is the responsibility of the Authorized User to enter the contract into SFS. Mini-bid contracts are not subject to OSC pre-audit and are entered as a TNT audit type with a TFR00017 contract profile.

Coverage/Lot Availability

18. Why are some lots not available? Is it because there was no need for the service or because no bids were received?

Response: The RFP for Recycling and Trash Removal Services included all of the lots and regions, however bids were not received for all lots and regions. In the future, we hope to improve coverage by making additional awards through periodic recruitments.

19. What do we do if the Lot we want to use isn't awarded in our region?

Response: If there is no coverage for the services you need, then you cannot use this contract and must follow your organization's procurement guidelines to determine the appropriate procurement method for the services.

20. If there are no awards in a region, do we still need to do a mini-bid?

Response: If there are no awards in a region, then you cannot use this contract and must follow your organization's procurement guidelines to determine the appropriate procurement method for the services.

21. Is either medical or hazardous waste removal included in this contract?

Response: No, neither medical nor hazardous waste removal is included in this contract.

22. What lot should I use for the disposal of used tires?

Response: The disposal of used tires is not included in this contract.

23. Is the disposal of used motor oil covered under this contract?

Response: No, the disposal of used motor oil is not included in this contract.

Pricing

24. Can you explain the difference between the backdrop contract pricing and the mini-bid contract pricing?

Response: The backdrop contract pricing is maximum, not to exceed pricing. For all mini-bids, the mini-bid pricing must be equal to or less than the backdrop contract pricing with the exception of the Recyclable Floor Price and Revenue Sharing Percentage, which must be equal to or greater than the backdrop contract pricing.

25. Is this an OGS or less contract?

Response: No, OGS or Less does not pertain to the procurement of services.

26. Can we distribute the Mini-bid to vendors who aren't on the award or solicit bids from contractors in an adjacent region?

Response: No, only the Contractors who are awarded a backdrop contract for the Region and Lot(s) applicable to your Project Definition are eligible to participate in the Mini-bid.

Recycling and Revenue Sharing

27. If I'm a State Agency, Public Authority or Public Benefit Corporation, am I required to recycle?

Response: In accordance with the Executive Order #4 specification for *Solid Waste Recycling & Management Services*, effected entities, which include state agencies, public authorities and public benefit corporations, are required to implement source separation and recycling programs and issue contracts for recycling whenever contracts for solid waste disposal are issued. In addition, since the fees for the recycling and composting lots are typically lower than the trash removal lots, there is a cost savings that can be realized by using the recycling and composting lots and all contract users are strongly encouraged to utilize them to the maximum extent practicable.

28. If state agencies use the lots with revenue sharing, does the revenue come back to the agency, or does it go to the general fund?

Response: Revenue sharing is paid by the Contractor to the Authorized User on a monthly basis in the form of a credit against the amount due to the Contractor as shown on the Contractor's monthly invoice. In order to ensure that proper documentation is provided to the Authorized User, the credit for the previous month's recycling may be applied to the invoice for the current month's service. Please see Section 2.21 *Recycling Lots that Contain a Revenue Sharing Component* in the Executed Contract for more information on revenue sharing.

29. If the backdrop contract pricing is zero for the Recyclable Floor Price and Revenue Sharing Percentage, should I still require the Contractor to return this pricing with their mini-bid response?

Response: Yes, the backdrop pricing for the Recyclable Floor Price and Revenue Sharing Percentage are minimums, and Contractors may elect to provide Mini-bid pricing for the Recyclable Floor Price and Revenue Sharing Percentage that is greater than zero.

Roll-Off Containers

30. For roll-offs, can the vendors provide covered roll-off containers and pick them up when full?

Response: Yes, if requested by the Authorized User roll-off containers shall be equipped with a tight fitting screened or solid cover operated by a functional winch system that is maintained in good repair. Please see the Executed Contract, clause 2.7 *Requirements for Roll-Off Containers*.

31. For roll-off containers that are picked up on an as needed basis, what pickup frequency should we use in the Project Definition Template?

Response: If the roll-off container does not have a specific pickup schedule, then an estimated number of pickups for the year should be stated in the Project Definition Template.

MWBE/SDVOB Requirements

32. Do the backdrop contracts contain MWBE goals?

Response: No, the backdrop contracts do not contain MWBE goals.

33. Can we add MWBE goals to the Mini-bid contract?

Response: Yes, the Authorized User may add MWBE goals to the Mini-bid contract. Authorized Users should follow their own internal policies according to Article 15A of the Executive Law when establishing MWBE goals, and ensuring compliance with the goals is the responsibility of the Authorized User. Please see <http://www.esd.ny.gov/MWBE.html> for more information.)



Contract Award Notification Update

Subject: REVISED CONTRACT DOCUMENTS & LINKS

DATE: January 26, 2016 **AWARD #:** [22760-SW](#) **GROUP #:** 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers **CONTRACTOR:** All Contractors

Please note that OGS has revised the Contract Award Notification, Contractor Information, Award Summary, and Project Definition documents on the contract landing page for the above referenced award.

In addition, OGS has also posted the PowerPoint for the "How to Use the Recycling & Trash Removal Services Contract" webinar.

All revised information is available OGS website, at the web address below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760can.HTM>

All other terms and conditions of this Award remain the same.



Contract Award Notification Update

Subject: QUESTIONS REGARDING CURRENT RECYCLING & TRASH REMOVAL SERVICES

DATE: December 23, 2015

AWARD #: [22760-SW](#)

GROUP #: 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers **CONTRACTOR:** All Contractors

Please be advised that the previous award for Rubbish Removal, Award 18850, has expired and a new award for Recycling and Trash Removal Services, Award 22760, has been issued to replace it.

Award 22760 requires the use of a mini-bid process to obtain services and contains several new features including lots for recycling and composting, provisions for recycling revenue and reporting requirements.

Procurement Services urges all Authorized Users to review the contract at the following link for more information:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760can.htm>

To review the FAQ'S please visit the link below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760FAQ.pdf>

Please follow the mini bid procedures outlined in the FAQ's as soon as possible to avoid any lapses in service.

All other terms and conditions of this Award remain the same.



Contract Award Notification Update

Subject: **REVISED FREQUENTLY ASKED QUESTIONS (FAQ'S) AND WEBINAR INFORMATION**

DATE: December 17, 2015 **AWARD #:** [22760-SW](#) **GROUP #:** 79013

AWARD DESCRIPTION: Recycling and Trash Removal Services

CONTRACT PERIOD: December 1, 2015 to November 30, 2020

CONTACT: Lori L. Bahan | 518-486-7313 | lori.bahan@ogs.ny.gov

CONTRACT NO.: All Contract Numbers **CONTRACTOR:** All Contractors

Please be advised, Procurement Services has revised the Frequently Asked Questions (FAQ'S) response to question 11 as shown below:

11. If there is only one Contractor that was awarded the Lot(s) and Region, do I still need to perform a Mini-bid?

Yes, a Mini-bid is still required even if only one Contractor was awarded the Lot(s) and Region. The pricing awarded for the Master Contract is maximum, not to exceed pricing, and in order to receive the most economical pricing the Authorized User must develop a Project Definition and distribute it to the Contractor. In addition, for Lot(s) where only one Contractor was awarded, it is not required by the Contract but is recommended that the Authorized User obtain two additional informal quotes from open market companies in order to verify the reasonableness of the pricing received for the Mini-bid.

To review the FAQ'S please visit the website below:

<http://www.ogs.ny.gov/purchase/snt/awardnotes/7901322760FAQ.pdf>

All other terms and conditions of this Award remain the same