

Responses to Inquiries - RFP 22760 Recycling and Trash Removal Services

Inquiry Reference Number	RFP/Document Name	RFP/Document Section (Name or number)	Questions	Questions
1	RFP Main	Section 2.1 - Key Events/Dates	Is OGS open to a second round of questions?	Yes, OGS will permit a second round of inquiries. Inquiries for the second round will be due on December 3rd, 2014 at 5 PM ET, and we estimate that responses to the second round of inquiries will be released on December 10th, 2014.
2	RFP Main	Section 2.1 - Key Events/Dates	Will there be an opportunity after the question period closes to dispute findings as necessary?	OGS will permit a second round of inquiries. See response for #2.
3	RFP Main	Section 2.4 - Definitions	Please provide definitions for both 'Bins and Dumpsters'	Definitions for these items have been added to Section 2.4.
4	RFP Main	Section 3.1 - Qualifications of Prospective Bidders	Does a company owned facility in an adjacent region that is being bid on have to be in New York State, or can the adjacent region be in a bordering state? Example: Fairfield County in Connecticut borders Westchester, Putnam and Dutchess Counties.	OGS finds it acceptable to have a local facility in an out of state county adjacent to the region being bid on and has revised Section 3.1, Item #3 to state "The bidder must demonstrate that it has a company owned facility located either in the region(s) being bid on, or in a region adjacent to the region(s) being bid on, or in an out of state county adjacent to the region(s) being bid on."
5	RFP Main	Section 3.4 - Cost Proposal Requirements	Section 3.4, Item #1 states that "Within a lot and region the bidder is required to provide pricing for all items contained in the lot." What if I currently provide only one of the items contained in a lot, for example dumpsters in Lot 1. Can I still bid on the lot?	In order to bid on a lot you must provide pricing for all of the items contained in the lot. Since Lot 1 contains three items (Item 1 - Bins, Item 2-Dumpsters and Item 3 - Roll-offs), you would need to provide pricing for all three of these items in order to be considered for an award.
6	RFP Main	Section 6.2 - Method of Award	If I am awarded a Master Contract am I required to participate in mini-bids?	No, holding a Master Contract does not commit you to participating in a mini-bid. However, only those Contractors holding a Master Contract for the lot and region applicable to the mini-bid will be eligible to participate.
7	RFP Main	Section 6.3.3 - Cost Proposal Evaluation	Where did the weight conversion factors used in the Cost Proposal Evaluation come from?	The weight to volume conversion factors are averages of values compiled from multiple sources including the Environmental Protection Agency, Massachusetts Department of Environmental Conservation, Mississippi Department of Environmental Quality, Oregon Department of Environmental Quality, New Hampshire Department of Environmental Quality, King County (Washington State), LA County (California), the Centra Contra Costa Solid Waste Authority and several recycling organizations.
8	RFP Main	Section 6.3.3 - Cost Proposal Evaluation	Please provide the source used to determine the average weight per cubic yard of the waste and recycling material listed in the bid.	See Response to Inquiry #7.
9	RFP Main	Section 6.3.3 - Cost Proposal Evaluation	Are the standard weights found in Table 1 (lots 5 through 12) - based on 'full' units?	See Response to Inquiry #7.

10	RFP Main	Section 7.5 - Dumpsters	Front and rear load dumpsters design does not allow them to be water tight, even with tight fitting lids. Please redefine the obligation of contractor to state tight fitting lids.	Section 7.5 has been revised to state "Unless otherwise specified all dumpsters shall be equipped with tight fitting steel or plastic lids, and shall have no leaks, jagged edges or holes."
11	RFP Main	Section 7.5 - Dumpsters	Are side loaded dumpsters allowed?	OGS has revised Section 7.5 to state that "For the purposes of this RFP "Dumpsters" include Side Loaded Dumpsters, Front End Loaded Dumpsters and Rear End Loaded Dumpsters."
12	RFP Main	Section 7.6 - Compactors	As indicated on page 33 item 7.6 requirements for compactors, all units shall be self-contained and water tight. How do we handle stationary compactor units?	OGS has revised RFP Section 7.6 to state that "Compactors include Stationary and Self-Contained units. All units provided for the compaction of wet waste shall be self contained and water-tight."
13	RFP Main	Section 7.6 - Compactors	The maximum capacity of self-contained compactor is 35cy, by stating 40cy are you assuming to include stationary units where the receiving container is larger?	See Response to Inquiry #12.
14	RFP Main	Section 7.6 - Compactors	The general requirement item 7.1 on page 31 first paragraph includes installation. How does this pertain to compactors? For self-contained units we would suggest a limit to include power unit, guide-island and standard dog house. This must not include concrete pads and cat walks.	OGS has revised Section 7.6 to state that "The Authorized User shall be responsible for the construction of any concrete pads or other ancillary structures such as catwalks that are needed for the compactor, and the contractor shall be responsible for the installation of all other compactor components."
15	RFP Main	Section 7.6 - Compactors	Please verify that vendor will need to provide both compaction unit and receiver box.	Yes, for compactors the vendor will need to provide both the compaction unit and the receiver box.

16	RFP Main	Section 7.8 - On-site work	Item 5, in larger projects definitions.....can you change driver to include call center and/or centralized dispatch?	OGS has revised Section 7.8, Item 5 to state that "In larger Project Definitions where multiple pick-up locations are specified, a method of communication (i.e. cell phone, walkie-talkie, etc.) shall be provided to the Authorized User for direct communication with the driver, call center or centralized dispatch."
17	RFP Main	Section 7.12 - Waste Composition Analysis	If the results of the Waste Composition Analysis indicates a waste different from what was represented in the Project Definition will the contractor be permitted to change Lots?	The purpose of the Waste Composition Analysis is to assist the Authorized User with the characterization of their waste stream so that waste reduction plans and activities can be developed. If the analysis indicates a waste different from the lot that was awarded, it is the responsibility of the Authorized User to issue a new mini-bid using the appropriate lot.
18	RFP Main	Section 7.12 - Waste Composition Analysis	Can you help us understand why and how you will utilize the weight and reporting information listed in Section 7.12, Waste Composition Analysis? We suggest that a separate rate for waste composition analysis be included so that the master contract pricing is not overinflated for those that do not require this analysis, which is only required in the mini-bid contract.	<p>The purpose of the Waste Composition Analysis is to assist the Authorized User with the characterization of their waste stream so that waste reduction plans and activities can be developed. The requirement for a Waste Composition Analysis is included in the 'Solid Waste Recycling and Management Services' specification created as a result of New York State Executive Order #4, which can be accessed by clicking on the following link:</p> <p>http://ogs.ny.gov/EO/4/Docs/Finals/RecyclingServices.pdf</p> <p>OGS declines to include a separate rate for the waste composition analysis, noting that the Master Contract Pricing is used to establish reasonableness of price and needs to be conservative enough to account for the waste composition analysis requirement.</p> <p>However, in order to keep mini-bid pricing from becoming overinflated OGS has revised Section 7.12 to state that "Following the award of a mini-bid contract and if specified in the Mini-bid Project Definition, the Contractor must provide, at no additional cost, an assessment of the Authorized User's waste stream."</p>
19	RFP Main	Section 7.20.2, Lot 13 - Recycling of Scrap Steel	Does Lot 13 include recycling of high value non-ferrous metals such as aluminum, copper, brass or stainless steel?	No, Lot 13 is intended for the recycling of low value steel scrap (ferrous metals) only. To clarify this, OGS has revised Section 7.20.2, Lot 13 to state that "This lot is not intended for the recycling of non-ferrous, precious metals such as aluminum, copper, brass or stainless steel" and OGS has revised the definition of scrap steel located in Section 2.4 to state that "For the purposes of this RFP scrap metal does not include non-ferrous metals such as aluminum, brass, copper or stainless steel."
20	RFP Main	Section 7.20, Lots 1 & 3 - Open Top Containers	The previous contract included 10, 20, 30 cy open top roll-offs. This bid contains 20-40 cy sizes only (it does not include 10, 12 & 15 cy units). Would you consider adding/removing container sizes?	OGS declines to change the container sizes. During research conducted for this RFP, OGS discovered there was not enough usage of roll-offs between 10 and 20 cubic yards to justify their inclusion.

21	RFP Main	Section 7.21 - Recycling Lots that Contain Revenue Sharing	Will the State consider another method of receiving credit for recycling, other than deduction on invoice? If not a check, will the state allow credit from previous month recycling for current month's service. This would allow the vendor to pass through recycling credit with out incurring additional costs and insure proper documentation has been received for credit.	To ensure that proper documentation is provided to the Authorized User we will allow credit from the previous month to be applied on the current month's service. OGS has revised Section 7.21 to state that "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."
22	RFP Main	Section 7.21 - Recycling Lots that Contain Revenue Sharing	Revenue sharing (Lots 5 - 12) for recyclable materials should be limited to dedicated and large scale sources such as rolloffs and compactors. Most route collection vehicles are not equipped with scales calibrated to record materials placed in smaller non compaction type containers.	OGS declines to limit the Revenue Sharing Component to only roll-offs or compactors. However, OGS has modified the requirement for the use of a scale to track the weight of recycled materials (See the response to question 27).
23	RFP Main	Section 7.22 - Pricing	Will Authorized Users be required to list any additional requirements as separate bid items in mini bids? If not, how is the vendor to provide the lowest rate without knowing all expenses that will be incurred by providing service?	Authorized Users will not be able to list additional requirements as separate bid items. The Master Contract Unit Pricing is used to establish Reasonableness of Price and must be conservative enough to reflect the requirements contained in this RFP. During the Mini-bid process, Authorized Users will provide Project Definitions that include specific details regarding their service requirements (which must be within the scope of this RFP) and the Contractor will then be able to provide the most competitive rate based on the information provided.
24	RFP Main	Section 7.22 - Pricing	The previous OGS contract allowed three different types of MSW (to allow proper pricing based on weight considerations), individual container size, frequency of service and front-load or rear-load container type. This new structure of rate per yard limited to two categories penalizes office waste or light waste generators as well as large generators. Would you consider changing the pricing structure for the trash component of this contract?	OGS declines to make this change. The prices bid for the Master Contract are used to establish Reasonableness of Price and need to be conservative enough to account for variations in service requirements (light waste generators, container sizes, pickup frequency, etc.). Please note that Contractors will be able to bid lower than the Master Contract pricing, with the exception of the Recyclable Floor Price and Revenue Sharing Percentage (which must be higher), during mini-bids based on the information provided by the Authorized User in the Project Definition.
25	RFP Main	Section 7.22 - Pricing	Would you consider changing the requirement of the master contract to include the qualifications, administrative proposal and technical proposal and remove the master pricing component?	In accordance with New York State Finance Law, Reasonableness of Price must be established in order to award a contract. As a result, the Cost Proposal cannot be removed from the RFP.

26	RFP Main	Section 7.22 - Pricing	<p>Conflict in pricing requirements: Security Requirements: States All costs for meeting security requirements shall be included in the prices bid for the Mini-bid items. RFP 22760 states "For all Unit Pricing the prices bid during the Mini-bid shall be less than or equal to the corresponding Unit Prices awarded for the Master Contract ..."</p>	<p>The cost for meeting security requirements shall be included in the prices bid. OGS has revised Section 7.2 to state that "All costs for meeting security requirements shall be included in the prices bid" to clarify this requirement.</p>
27	RFP Main	Section 7.23 - Documentation of Material Weight and Disposal/Recycling Locations	<p>Lots 5-17 pertain to recycled materials. The current specification reads, "For all recyclable materials weights shall be determined by actual weighing of the materials using an inspected/certified and sealed scale, and weigh slips shall be provided along with monthly invoices." This requirement needs to be limited to roll-off, compactors and large enough locations that generate enough material that the service truck would weigh pre and post service. Our recommendation would be to remove this requirement and allow the mini-bid process to capture pricing for this component.</p>	<p>We recognize that not all project definitions will justify the weighing of recyclable materials with a certified scale.</p> <p>OGS has revised Section 7.23 to state that "If specified in the Project Definition, weights of recyclable materials shall be determined by actual weighing of the materials using an inspected/certified and sealed scale, and weigh slips shall be provided along with monthly invoices. For Project Definitions not requiring the use of a certified scale, weights of recyclable materials may be calculated by actual weighing of the materials or by performing a volume conversion. For volume conversions, the Authorized User and Contractor must agree, prior to the start of the work, on a system for estimating the actual volume of materials in the container (is the container 25%, 50%, 75% full) and a conversion factor for converting the volume measurement to a weight."</p>
28	RFP Main	Section 7.24 - Regions	<p>Where is the boundary between Region 52 Suffolk (Eastern) and Region 53 Suffolk (Western)?</p>	<p>OGS has revised Section 7.24 to state that "For the Suffolk County Regions, Region 52 – Suffolk (Eastern) shall consist of the Towns of Southold and East Hampton, and Region 53 – Suffolk (Western) shall consist of all towns in Suffolk County with the exception of the Towns of Southold and East Hampton."</p>
29	IFB Main	Section 7.20 - Recycling and Trash Removal Service	<p>Would you consider moving 10yd containers to its own pricing column? Not all hauling companies supply 10yd containers due to safety restrictions.</p>	<p>OGS declines to make this change. We recommend that contractors supply a bid for the range of containers specified, and would also like bidders to note that within a lot and region the bidder is required to provide pricing for all items contained in the lot. For example, in Lot 1 bidders must provide bid pricing for 'Item 1 - Bins', 'Item 2 - Dumpsters' and 'Item 3 - Roll-offs' in order to be considered for an award for that lot.</p>

30	RFP Main	Section 8.3 - Price Adjustments	CPI is the only annual price adjustment contained in the contract outside a potential negotiated amendment where the supplier can provide justification of cost increases greater than 25% annually. Would you consider adding third party disposal increases to this RFP?	OGS declines to make this change. The Master Contract Unit Prices are used to establish reasonableness of price and need to be bid conservatively enough to account for third party disposal increases that are above the CPI adjustment, which is applied to all of the unit prices with the exception of the Recyclable Floor Price and Revenue Sharing Percentage.
31	RFP Main	Section 8.3 - Price Adjustments	Would you consider using the PPI instead of the CPI for the Price Adjustments?	OGS declines to make this change.
32	RFP Main	Section 8.7 - Reporting Requirements	The cost associated with creating, supplying and maintaining continuous records of great detail may not be required by the bulk of purchasers from this contract. The cost associated to perform this type of reporting may outweigh the benefits. We would suggest the vendors offer a price for reporting or an option of a reporting tool that can be utilized by the authorized user and forego the requirement of vendor continuous tracking.	The reporting requirements contained in Sections 7.23 and 8.7 are a requirement of the 'Solid Waste Recycling and Management Services' specification created as a result of New York State Executive Order #4, which can be accessed by clicking on the following link: http://ogs.ny.gov/EO/4/Docs/Finals/RecyclingServices.pdf As a result, NYSPro declines to change the reporting requirements.
33	RFP Main	Section 9.3 - Mini-Bid Contract Number	Item 9.3 Mini-Bid Contract, who is the contract manager that will assign the number and who submits the mini-bid summary form the contractor or the authorized user?	The contract manager will be listed on either the Contract Award Notification document or contract landing page located on NYSPro's website.