



ADDENDUM #1
INVITATION FOR BIDS
No. 2015-017

Effective: March 20, 2015
Project: Residential Collection of Recyclables and Yard Waste
Issued By: Wes Rhodes, Procurement Manager 
City of Gaithersburg
Division of Procurement
31 South Summit Avenue
Gaithersburg, Maryland 20877

Below are all of the questions submitted by Bidders and the City's answers thereto for the above referenced project.

Q-1: Is attendance at the Pre-Bid Meeting mandatory?

A: Yes, mandatory attendance was required at the Pre-Bid Meeting.

Q-2: Who is the City's current recycling contractor?

A: The current recycling contractor is Goode Companies, Inc. located at 6305 Ivy Lane, Suite 720, Greenbelt, MD.

Q-3: What does the City currently pay for recycling services?

A: The City is currently paying \$4.24 per household/per month.

Q-4: How many residential units are currently serviced?

A: As of February 2015, there were 12,878 residential units eligible for service.

Q-5: What areas are being developed in the City where growth is expected?

A: Crown Farm, located in the Wednesday collection area. During the last six months about 15 new homes per month became eligible for recycling collection.

Q-6: At this time, where is recycling material disposed after it has been collected? What is the tipping fee paid for yard waste at this facility?

A: Currently, single stream recyclables are disposed at the Waste Management Recycle America (WMRA) facility at 7175 Kit Kat Rd, Elkridge, Maryland (no tipping fee), while yard waste is disposed at Montgomery County's Shady Grove Transfer Station located at 16101 Frederick Road, Derwood MD (All yard trim loads 500 pounds and over delivered by residents, commercial haulers, contractors and landscapers are charged \$46.00/ton.).

Q-7: What are the City's liquidated damages that have been assessed over the term of the contract?

A: No liquidated damages have been assessed during the current contract.

Q-8: The Consumer Price Index (CPI) increases in January. Does the City's recycling fee automatically adjust in January according to the CPI?

A: No, the City's recycling fee does not increase in January. Increases are effective at the beginning of the City's fiscal year, which is July 1.

Q-9: Is a street address list available Excel format?

A: Yes. It will be provided to the company who is awarded the contract.

Q-10: Has the City used the same recycling contractor throughout the course of the current contract?

A: No. The current recycling contract was initiated under Unity Disposal and Recycling, LLC located at 14862 Old Gunpowder Rd Laurel, MD. However, during the last term, the contract was reassigned to Goode Companies, Inc. located at 6305 Ivy Lane, Suite 720, Greenbelt, MD.

Q-11: Is the contract extension or cancellation initiated by the City or the contractor?

A: This is covered in Section 6.2, Contract Term.

Q-12: Have the recycling routes been balanced?

A: As of the end of December 2014: 2,287 units were eligible for recycling service on Monday, 2,160 on Tuesday, 2,751 on Wednesday, 2,788 on Thursday and 2,892 on Friday.

Q-13: How many homes are eligible for alley collection?

A: As of the end of December 2014, 2,396 units were eligible for alley collection.

Q-14: How many recycling trucks are collecting in the City at this time?

A: Generally one truck for yard waste and two for the single stream recyclables.

Q-15: Where do residents place recycling material for collection?

A: This is covered in Section 7.3 B.

Q-16: How is recycling collected at “residential complexes of six or fewer units located in the City, where garbage collection is can collected...” How many locations are serviced in this manner, and what is the total number of containers used at these locations?

A: The intent of this description is to include the 864 2/2 living units as well as the 292 quadplexes (4-unit buildings) constructed in the City. Recycling service is provided to these units in the same manner as other townhouses in the City. There is no breakdown of containers used at these locations.

Q-17: Does the City provide trash collection to residents?

A: No, the City does not provide regular weekly refuse collection services. Homeowners associations and individual homeowners must make their own arrangements with private refuse haulers.

INCLEMENT WEATHER POLICY

Q-18: How does the City handle rescheduling of recycling collection if a long lasting severe inclement weather event occurs, causing recycling collection to be cancelled a few days in a row?

A: During long lasting severe inclement weather events, the City encourages residents not to set out recycling. The City will work with the contractor to determine the best way to reschedule collection if multiple days are cancelled due to weather.

RECYCLING CONTAINERS

Q-19: Who provides recycling containers to residents?

A: The City of Gaithersburg Department of Public Works provides 18 gallon bins and 65 gallon wheeled carts to residents for household recycling material.

Q-20: Who is the manufacturer of the 65 gallon wheeled carts?

A: The 65 gallon wheeled carts are mainly manufactured by Rehrig Pacific Company located at 4010 East 26th Street Los Angeles, CA., however, there are some manufactured by Otto Environmental Systems North America, Inc. located at 12700 General Drive Charlotte, North Carolina.

Q-21: Does the City provide yard waste recycling containers to residents?

A: No, the City does not provide containers for yard waste. Residents must place grass clippings and small yard trimmings in biodegradable brown paper bags. Branches may be bundled or laid straight at the curb.

YARD WASTE

Q-22: Does the monthly recycling fee include yard waste?

A: Yes, the monthly fee includes weekly collection of yard waste.

Q-23: Is yard waste collected year round?

A: Yes, yard waste collection is available to residential units each week, 52 weeks per year.

Q-24: What is the City's requirement for collecting grass clippings?

A: This is covered in Section 7.3 E.

Q-25: What is the City's requirement for collecting brush and branches?

A: This is covered in Section 7.3 E.

Q-26: Is the contractor required to collect large amounts of yard waste, such as a whole tree?

A: The contractor is required to remove all material that meets the size requirements stated in the contract.

RADIO FREQUENCY IDENTIFICATION (RFID)

Q-27: What type of RFID reader will the Contractor need to equip each collection vehicle with in order to ensure they are compatible with the City's wheeled containers?

A: Rehrig Pacific's All in One RFID Reader, or approved equal. The Rehrig Pacific Company is located at 4010 East 26th Street Los Angeles, CA.

Q-28: What information does the City require the Contractor to provide as a result of equipping each of the collection vehicles with a RFID reader?

A: No information is required at this time. If the City moves to track recycling participation via the use of the RFID reader, the contractor will be responsible for making the reader available for inspection and downloading by the City.

Q-29: What is the required maintenance of each reader and its required operational proficiency?

A: The equipment needs to be maintained in good working order.

Q-30: Does the RFID reader need to be operational on a regular basis?

A: If the City moves to track recycling participation via the use of the RFID reader, the contractor will be responsible for having the equipment in operation during the entire collection period.

~ End of Addendum #1 ~