

ADDENDUM #1

January 15, 2013

Village of Orland Park

REFUSE/YARD WASTE/RECYCLING COLLECTION AND STREET SWEEPING SERVICES RFP

Mandatory Pre-Proposal Meeting

January 8, 2013, 10:00 A.M.

Vendor Questions and Answers

1. Does this proposal require a bid bond or performance bond?
 - a. The Village will require a \$5,000,000.00 performance bond for this contract. The Village is not requiring a bid bond.
2. Can you clarify which multiple family units can opt out of the waste hauling contract?
 - a. After deliberating the issues raised at the Pre-Proposal Meeting, the Village will not allow any Multiple Family Residential Customers to opt-out of the waste hauling contract. Therefore, all Multiple Family Residential buildings, with fifty (50) or less units, will be included in the waste hauling contract. Multiple family residential complexes with multiple buildings that total more than fifty (50) units will also be included in the contract. Only individual buildings with more than fifty (50) units will be exempt from the waste hauling contract as they are considered Commercial accounts.
3. Is the Village requesting separate pricing for multiple family units?
 - a. We have added a separate line item on the pricing sheet on page 52 for Multiple Family pricing. Vendors have the option of proposing a separate base price for Multiple Family customers if desired. We have included this line item because Multiple Family customers typically produce less waste.
4. Can you clarify the reference to stones, tree limbs, wood, and cable in the definition of street sweeping? More clearly define sweeping and debris on page 9
 - a. Sweeping debris is defined as material that can normally be expected to be found within the curb line on roadway or paved surfaces. These materials could reasonably be expected to be picked up by a mechanical or vacuum sweeper. They include sand, silt, gravel, dirt, salt, glass, paper, cans, small branches or twigs, leaves, grass and other like materials.
5. Can street sweeping equipment be parked and stored on-site (i.e. Village property)?
 - a. An exterior site on Village property can be provided for the parking of sweeping equipment during the time periods in which the service is being provided.
6. Is street sweeping prevailing wage?
 - a. No, prevailing wage is not required by the Village for street sweeping services.

7. Will the vendor need to obey gross weight vehicle weight limits as stated on page 11?
 - a. The vendor must adhere to all Village ordinances.
8. Is the Christmas tree collection a separate collection or included with the residents' normal collection?
 - a. The Christmas trees will be collected on residents' normal pick-up day.
9. Can vendors submit a proposal that does not include street sweeping services?
 - a. Yes, the Village will evaluate proposals that do not include street sweeping services.
10. Does the refuse flat rate include the Bulk Trash Clean-Up Week as specified on page 21?
 - a. Yes, however, vendors may asterisk the refuse flat rate fee and indicate the amount of premium associated with the Bulk Trash Clean-Up Week.
11. Are the fines, as defined on page 15, enforced if the vendor's unionized employees strike?
 - a. The Village will exercise discretion as to what constitutes a situation where the vendor cannot collect refuse.
12. Are the fines, as defined on page 15, enforced if extreme weather delays refuse collection?
 - a. The Village will exercise discretion as to what constitutes a situation where the vendor cannot collect refuse.
13. Is the recycling rebate formula on page 26 what the Village is requiring or just a suggestion, and each vendor should submit their own rebate proposal? If the formula is required and the vendor has negative net revenue, does the Village share in the losses?
 - a. The formula provided is an example. It is each vendor's responsibility to propose a competitive recycling rebate offer. The Village will not share in any net losses from recycling.
14. Under variation pricing, on page 52, does the Village-Wide Mandatory 2-Cart Program price include recycling services?
 - a. The 2-Cart Program does not include recycling services as recycling is included in the base price. The price under this option should be the increase/decrease cost to provide the additional leased 96 gallon refuse and 96 gallon yard waste containers.
15. Can the vendor use Indiana licensed drivers and landfills?
 - a. Yes, Indiana licensed drivers and landfills are acceptable provided proper documentation is included.
16. When entering variation pricing on page 52, should that price include the base price or just the additional price for the variation service?
 - a. All variation prices that entered should be either an increase or decrease to the total base price (which includes refuse, yard waste, and recycling) on a per customer/month basis.
17. How does the Bulk Parkway Leaf Collection Program apply to Multiple-Family units?
 - a. Leaf pick-up should be included for Multiple-Family units.
18. Who hauls the leaves that the Village crews collect during the existing Village's leaf collection program?
 - a. The current waste contractor is responsible for the disposal of all leaves collected as part of the existing leaf program. In 2012, 63 dumpsters were filled totaling 352 tons of leaves.

19. In regard to the Bulk Parkway Leaf Collection Program, is the vendor required to pick up leaves on a residents normal pick up day?
 - a. No, it is the vendor's responsibility to establish a schedule for leaf collection.
20. If the Village implements the Bulk Parkway Leaf Collection Program with the waste hauler, will the Village continue to pick up leaves?
 - a. No, the vendor would be responsible for all leaf collection in the Village.
21. Can the Village provide the vendors with the number of service addresses that are serviced each day of the week? If not, is it OK for the vendor to divide the number of service addresses evenly over the five collection days?
 - a. The Village believes the current schedule is an equitable distribution. However, the Village is willing to work with the vendor if an inequity is found and a request to change the service delivery schedule is made.
22. Why does the Village want to pay the waste hauling vendor with a credit card?
 - a. As new e-commerce technologies become available in the market place, the Village may choose to implement these technologies, some of which include processing vendor payments via commercial credit cards.
23. Would the waste hauler be charged significant fees for processing the credit card payments?
 - a. We recommend that waste haulers check with their current credit card processor to determine the extent of any fees that would be incurred should the Village elect to pay the waste hauler via commercial credit card.
24. Is the pickup of tires included in residents' normal weekly pick up or during the Bulk Trash Clean-Up Week?
 - a. Bulk Trash Clean-Up Week must include the collection of tires (without rims).
25. Is electronic waste included in the contract?
 - a. No, the waste hauling contract will not include any collection of electronic waste. This service is currently being provided through Orland Township.
26. Do collection standards on Bulk Trash Clean-Up Week apply to normal weekly pickup days?
 - a. The collection standards defined under Bulk Trash Clean-Up Week are intended for that week only.
27. Can you clarify the Multiple-Family Recycling Program, including fee structure, as described on page 25?
 - a. The vendor will make 96-gallon recycling totes available to multi-family customers at no fee. If a dumpster or roll-off container is required for multiple-family recycling, the property owner must negotiate pricing with the waste hauler for the container.
28. Is the Village willing to put a limit on what the waste hauler is responsible for in the event of an Emergency Pick-Up, as described on page 26?
 - a. The Vendor will be expected to work in partnership with the Village in the event of any catastrophic event or emergency. This may include providing extra/additional services as needed and at times and days outside the normal schedule. As part of this partnership the intent is to provide immediate response. Reimbursement for the additional resources needed in these events will be negotiated and agreed upon between the Village and the vendor, on a case by case basis.

29. The information requested from the vendor on page 32 under Adequate Finances is proprietary information; will the Village allow the vendor to submit a certification indicating that they meet the requirements in lieu of submitting documents?
- a. Yes
30. In regard to Village Special Event requirements on page 28, can the Village provide a list of applicable special events and the type of waste collection that will be required at each event?
- a. Our current waste hauler provides additional service only at the Taste of Orland three-day event. The vendor provides two (2), thirty yard dumpsters, one (1), ten yard recycling dumpster. All three are serviced each night. They also provide 100 disposable recycling cans. The Village reserves the right to add to the event schedule.
31. Can the Village clarify the pricing for the Village-Wide Mandatory 2-Cart Program (96-Gallon) and Weekly Recycling With 96-Gallon Leased Totes programs as described on page 30?
- a. All variation prices entered should be either an increase or decrease to the total base price (which includes refuse, yard waste, and recycling) on a per customer/month basis.
32. On page 52, the Village is requesting two prices for Direct Service Options, can the Village clarify which one is for collection on a resident's normal pick-up day and which price applies to pick-up on non-collection days.
- a. The price for the clean-up of up to three (3) cubic yards of debris (over and above the maximum base pricing amount) applies to scheduled pick-up day. The off-route cost is for clean-up on a day other than regular pick-up day.
33. Does the Contract Extension Option, as described on page 13, apply to three, five, and ten year contracts?
- a. Yes, the contract extension option language applies to all contract term lengths.
34. On page 52, the Village is requesting the vendor to provide Base Pricing broken down by refuse, yard waste, and recycling. Is it ok for a vendor to only submit a total base price?
- a. Yes
35. Is there a limit to the number of times a resident can request to switch to a different size cart?
- a. The Village will entertain reasonable restrictions as negotiated with the selected waste hauler.
36. Are 96 and 64-gallon totes the only size options?
- a. Yes
37. Can the Village provide the number of 96-gallon and 64-gallon totes that are currently being used by Orland Park residents?
- a. No, the Village does not have this information.
38. Can the Village provide the required proposal submission forms in electronic format (i.e. Microsoft Word and Excel)?
- a. Only the Excel pricing sheet will be provided in a "fillable" electronic format.
39. How many roll off containers does the Village use, not including the containers used for normal municipal building service? Can we clarify definition of roll off from page 9
- a. Up to 15 containers per month, on average for a calendar year, or up to 180 containers per calendar year should be included. The number of roll off containers used in 2012 was 85, **not including** sweeper debris (117 loads), leaves (63 loads) and special events (7

loads). Debris to be disposed of can include dirt, rock, stone, general trash, construction debris, organic debris, sweeper debris (from Village sweeper), general household goods such as furniture, bedding, etc. excluding electronics.

40. Can the Village clarify what municipal addresses will receive free service, what containers are at each address, and what goes into each container?
 - a. An Excel spreadsheet is attached and indicates which municipal buildings receive free waste hauling services. In addition, it indicates what types of materials are collected and the number and size of the dumpsters provided. The Village does not currently have data on the number and size of dumpsters provided to the Orland Fire Protection District. If we receive the data before the RFP due date, we will provide it in another addendum.
41. Can the Village provide the total tonnage of garbage, recycling, or leaf collected on an annual basis?
 - a. 352 tons of leaves were collected in 2012. The area collected was approximately 30% of the Village where there is the highest concentration of mature trees. (see attached aerial)
42. In regard to the Provisions for Vacant Properties on page 14, do vacant properties apply to residents that live in a second residence during the winter, or only to service addresses that have the water shut off?
 - a. Only to service addresses that have the water shut off.
43. When is the last date that vendors can submit questions about the proposal to the Village?
 - a. The Village will accept questions until Monday, January 21.
44. Can the Village provide the vendors with a breakdown of the 20,000 service addresses by the type of housing unit (e.g. single family)?
 - a. The Village does not have this information available. Vendors are encouraged to visit the U.S. Census bureau's website if they are interested in this information.
45. Can the Village provide a copy of the pre-proposal meeting sign-in sheet to all vendors?
 - a. Yes, a copy will be provided.
46. Can the Village provide a listing of the size and quantity of the containers for each of the multi-family locations being serviced with metalized containers 1 cubic yard or greater?
 - a. No, the Village does not have this information.
47. Will the building (14671 West Avenue) at John Humphrey Complex receive free municipal service?
 - a. Yes, this building holds offices for the Village's Parks and Building Maintenance staff and the dumpster is used for trash collected at the office and our John Humphrey athletic complex.
48. What is the current unit rate?
 - a. The current rate for 2013 is \$19.40.
49. How many units monthly is your current hauler paid on?
 - a. 22,110 units

FACILITY LIST				
	On-site Dumpster Type			If Garbage, what type? (e.g. food, stone, etc.)
	Recycling	Yard Waste	Garbage	
Village of Orland Park:				
Village Civic Center Complex - 14650 - 14750 South Ravinia Avenue (14650, 14700, 14750)	1 (4 yd)		1 (5 yd)	catch all
John Humphrey Complex - 14671 West Avenue			1 (7 yd)	catch all
Recreation Administration - 14600 South Ravinia Avenue			1 (7 yd)	catch all
Centennial Park - 15600 South West Avenue			1 (7 yd)	catch all
			6 (2 yd)	catch all
Public Works Facility - 15655 South Ravinia Avenue	1 (6 yd)		2 (25 yd)	garbage/landscaping/ catch all
			1 (25 yd)	metal only
			1 (5 yd)	catch all
			1 (2 yd)	catch all
Old Village Hall - 14415 Beacon Avenue			1 (2 yd)	catch all
Police Gun Range (at Public Works Facility) - 15655 South Ravinia Avenue			1 (2 yd)	catch all
Sportsplex - 11351 West 159th Street	1 (6 yd)		1 (8 yd)	catch all
Robert Davidson Center - 14700 Park Lane			1 (2 yd)	catch all
Cultural Arts Center - 14760 Park Lane			1 (2 yd)	catch all
Police Station - 15100 South Ravinia Avenue			1 (5 yd)	catch all
Bulk Material Transfer Site - 10200 153rd Street			2 (30 yd)	catch all
Orland Park Public Library:				
Orland Park Public Library - 14921 South Ravinia Avenue	1 (2 yd)		2 (2 yd)	catch all
Orland Fire Protection District:				
9790 West 151st Street	TBD		TBD	catch all
15100 West 80th Avenue			TBD	catch all
15101 South Wolf Road			TBD	catch all
16515 South 94th Avenue			TBD	catch all
8851 West 143rd Street			TBD	catch all
17640 South Wolf Road			TBD	catch all
10730 West 163rd Place			TBD	catch all
10728 West 163rd Place			TBD	catch all

Base Pricing - Per Month Per Stop

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Refuse Per Stop/Month	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Yard Waste Per Stop/Month	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recycling Per Stop/Month	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Direct Service Options

Clean up of up to three (3) cubic yards of debris (over and above maximum base pricing amount)
Off-Route Cost (Clean up on a day other than regular pick-up day)

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Per Cubic Yard	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Per Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

96-Gallon Garbage Toter System *Optional for residents with base pricing*

Rental fee (payable int two installments)
Purchase fee
Customer Owned Cart Replacement
Rental Cart Replacement by Contractor
Delivery/Assembly Fee (first time delivery free of charge)

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Per Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Per Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Per Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Household Construction Debris in Excess of 2 Cubic Yards

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Per Cubic Yard	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Street Sweeping November 30 to March 1

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Hourly Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Additional Recycling Toter Rental

96-gallon - Rental fee
64-gallon - Rental fee

Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Per Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Per Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Variation Pricing

Bulk Parkway Leaf Collection Program - Three collection opportunities per year
Alternative Gas Trucks
Village-Wide Mandatory 2-Cart Program (96-Gallon)
Weekly Recycling with 96-Gallon Leased Totes

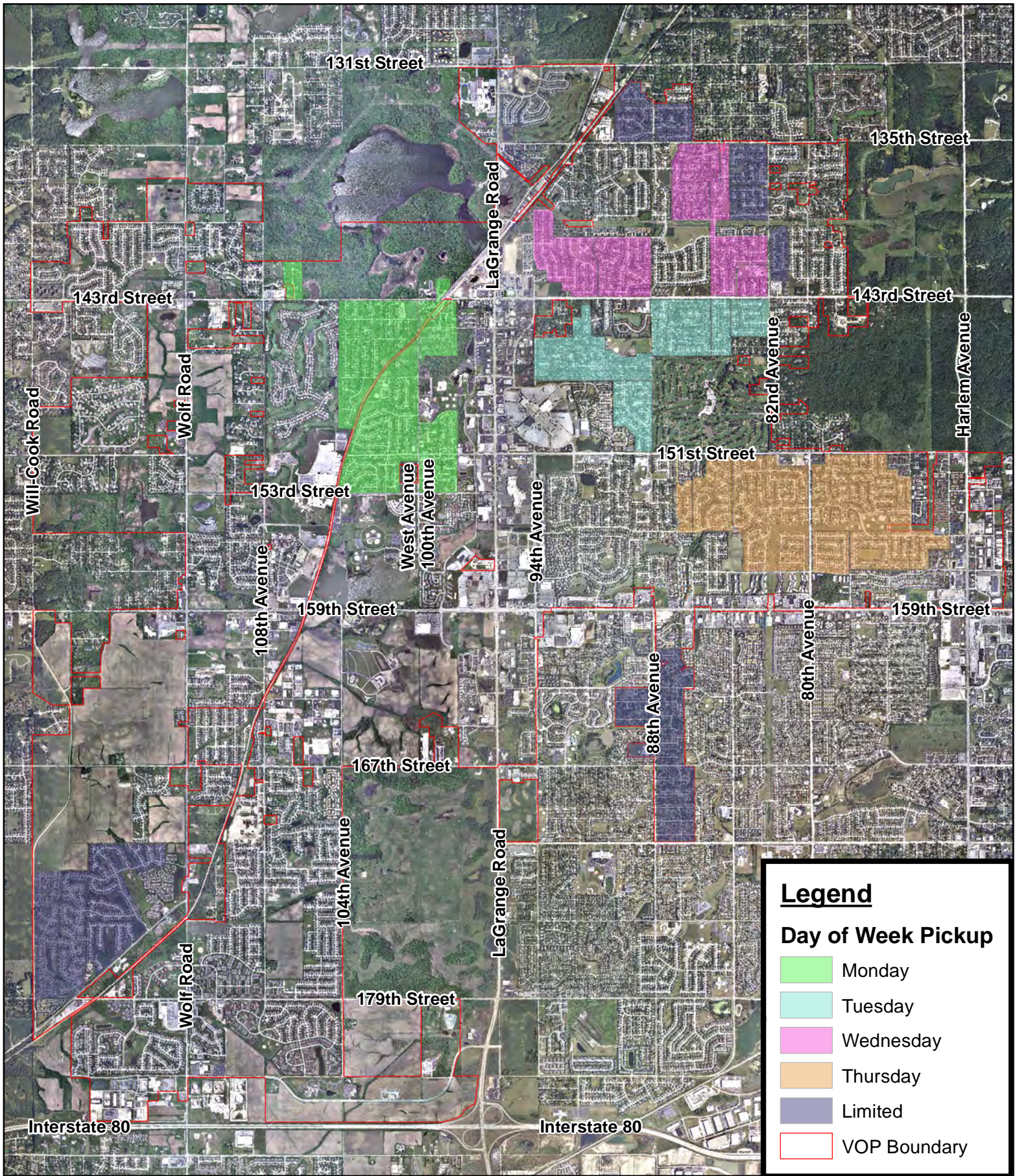
Pricing Method	Three Year Contract			Five Year Contract					Ten Year Contract									
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Per Stop/Month	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-
Per Stop/Month	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-
Per Stop/Month	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-
Per Stop/Month	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-	+/-

Notes

For pricing purposes, year one (1) of the contract will extend from November 1, 2013 until December 31, 2014. Each subsequent contract year will extend from January 1 until December 31.

Base Pricing Includes

Refuse Garbage, Bulk Materials, Household Construction Debris, White Goods, Municipal Dumpsters, Christmas Tree Collection
Yard Waste Yard Waste
Recycling Bi-Weekly Recycling Collection



PUBLIC WORKS DEPARTMENT
 Village of Orland Park
 15655 Ravinia Avenue
 Orland Park, IL 60462
 (708) 403-6350
 publicworks@orland-park.il.us

Leaf Pick-Up Areas & Days

