



**FULTON COUNTY PURCHASING DEPARTMENT**  
Winner 2000 – 2004 Achievement of Excellence in Procurement Award  
National Association of Purchasing Management

**Jerome Noble, Director**

**October 19, 2005**

**Addendum Number 1 –Request for Proposal # 05RFP46953C-BLC  
Residential Yard Trimmings and Bulk Waste Collection Services**

Dear Vendors:

This addendum is in reference to **Request for Proposal # 05ITB69535C–BL Residential Yard Trimmings and Bulk Waste Collections** in support of the Fulton County Public Works Department. This addendum provides additional information, requirements, terms and clarifications about this project. The following questions were submitted and are responded to:

**CLARIFICATION TO RFP #05RFP46953C-BL**

**Section 2.5, Term of Contract is hereby amended to read:**

The initial term of the contract shall be for a one (1) year term, with three (3), one (1) year renewal options, contingent upon satisfactory vendor performance, Board of Commissioner approval and the availability of funds.

**Section 3.1.2, Number of Copies** is hereby amended as follows: Proposers shall submit one (1) original and two (2) copies of the **Technical Proposal**, to include their financial and insurance information, one (1) original **Cost Proposals**. And one (1) original Contract Compliance documents. Proposers shall submit one (1) original and one (1) copies of the Contract Compliance Exhibits. All Proposals must be complete with all requested information and must be clearly labeled: Technical Proposal, Cost Proposal and Contract Compliance Exhibits and must be in separately sealed envelopes.

**Request for Proposal Contacts:**

In addition to only contacting William E. Long, Jr., Chief Assistant Purchasing Agent, the bidder's may contact the Contract Compliance Officer assigned to this RFP for assistance regarding the Contract Compliance Exhibits (A – F) only. That contact is Michael Wingate at (404) 730-6300.

### QUESTIONS

**Submitted by:** Latham Home Sanitation Company, Inc.  
Post Office Box 515  
Loganville, Georgia 30052  
(770) 972-0999

**QUESTION: 1**

Per the request of our insurance agency, we are asking Fulton County to provide a purpose and function of the Fidelity Bond. The underwriting department wants a clear picture of the necessity for a Fidelity Bond. Since the project is service oriented and payment is made in arrears, what risk is there for Fulton County? In lieu of a Fidelity Bond, will Fulton County accept a sworn and notarized affidavit indemnifying and holding harmless Fulton County against the successful bidder's employee theft or dishonesty?

**RESPONSE :**

*The County concurs the fidelity bond is not necessary for this type of service.*

**QUESTION:**

On page 21, on the RFP for Yard Trimmings and Bulk Waste Collection Services, under the section 3.1.2 titled Number of Copies, it states the proposer shall submit only one (1) original cost proposal. On page 32 of the same RFP, the proposal states the bidder must provide an original and two (2) copies. How many cost proposals does Fulton Count need in the sealed envelope?

**RESPONSE:**

*The bidder is to submit the following number of copies:*

**Technical Proposal:** *One (1) original and two (2) copies of the Technical Proposal, to include Financial Documents and Letter for Insurance Requirements.*

**Cost Proposal:** *One (1) original copy only*

**Contract Compliance Forms (Exhibits A – F):** *One (1) original copy only*

**Each of the above submittals must be separately sealed and identifiable with the proposal number affixed to the envelope.**

**QUESTION:**

On page 22 of the RFP for Residential Yard Trimmings and Bulk Waste Collection Service, under the paragraph titled Approach for Collection and Hauling, it states "successful bidder is prepared to furnish all labor and equipment... for once a week collection and disposal of...large wood debris. The term large wood debris in not clearly defined in Fulton County's list of definitions on page 7 of the same proposal. Currently the working definition is small branches pruned from shrubs and trees. Typically, the size of a single branch is no greater than four (4) inches in diameter and no longer than four (4) feet in length. These branches may be grouped and tied in bundles no greater than twelve (12) inches in diameter. Is this current working definition the proper interpretation of the term "large wood debris"?"

**RESPONSE:**

*The term "bulk waste and yard trimmings" should be used to replace the term large wood debris.*

**QUESTION :**

On page 32 in the RFP of Residential Yard Trimmings and Bulk Waster Collection Service, the second paragraph makes reference to a "table listed below". My copy of the proposal has no table. Is the table a requirement? If so, please provide one.

**RESPONSE:**

*This is a typographical error. There is no table for this section.*

**QUESTION:**

Under the section 2.16 titled County Rights and Options of the RFP for Residential Yard Trimmings and Bulk Waste Collection Service, the County states it "may add or delete from the Project Scope of Work". At such time Fulton County exercise this option, does the successful bidder have the option to negotiate changes in price? Surely, Fulton County must acknowledge the proposed price is closely connected to the labor force and equipment pool utilized in performing the service outlined in the Scope of Work. Arbitrary additions and deletions will affect the operational costs.

**RESPONSE:**

*Fulton County retains all rights under section 2.16 titled County Rights and Options of the RFP Residential Yard Trimmings and Bulk Waste Collection Service. Under Section 2-Completed Price Proposal Form, the Vendor should provide a unit price per RLU for each of the 5 collection type (scopes of services) separately. Additionally, the vendors should also submit a RLU pricing which combines all of the 5 collection types.*

**QUESTION:**

Beginning with page 36 of our copy of the RFP for Yard Trimmings and Bulk Waste Collection Services the Project number and Project title are absent from the letterhead. Is this because the information set forth in those pages are general and not specific to this proposal? If these are specific, detailed requirements of this proposal, will Fulton County issue corrected letterhead for this proposal?

**RESPONSE:**

*This was a typographic error and in no way changes the scope of the work.*

**QUESTION:**

On page 72 of the RFP for Yard Trimmings and Bulk Waste Collection Services, specifically Article 10. The sample contract provided to the bidders states the "maximum yearly amount payable by the COUNTY for the COLLECTION SERVICES shall not exceed \$709,320.00, which is full payment for a complete scope of services". Has this amount been budgeted for the fiscal year 2006? Is Fulton County putting bidders on notice not to exceed the predetermined amount of \$709,320.00?

*RESPONSE: No, this amount has not been budgeted for this service under this RFP. No, Fulton County is not putting bidders on notice not to exceed this dollar figure. Bidders should bid what they consider the services to be worth to them in order to accomplish the scope of work detailed in this RFP.*

**QUESTION:**

I am not familiar with the current format of the Non-Collusion Affidavit enclosed in the above referenced RFP. On page 43, there are three blank spaces to be completed within the body of the affidavit. Specifically,

A. I, \_\_\_\_\_, certify that pursuant to Fulton County Code...  
Should this blank be filled with the name of the President of the Company bidding this proposal? Should multiple affidavits be submitted with the name of each individual officer or company representative? Can this blank contain more than one name and be signed by numerous company officials?

B. On the second blank on the affidavit it reads as follows:  
Affiant further states that pursuant of O.C.G.A. Section 36-91-21 (d) and (e) \_\_\_\_\_...

What goes in this blank? Should it be filled with then name of the President, multiple names of the company's officers, or just the name of the company bidding the proposal?

C. The final blank in question reads:  
Affiant further states that the said offer of \_\_\_\_\_ is bona fide.....

How is this blank to be completed? Do we insert a description of the proposed service, such as "the said offer for Yard Trimmings and Bulk Waste Collection Services is bona fide..."? (OR) is this blank to be completed with the proposed price per residential living unit, such as "the said offer for \$0.00 is bona fide..."

**RESPONSE:**

- A. *The first blank should have the Owner or President name inserted in this blank.*
- B. *The second blank should be completed by inserting the Company's Name.*
- C. *The third blank should be completed by inserting the Company's Name.*

**QUESTION:**

A question concerning the Section 6.2, Required Forms and EBO Plan, Exhibit F, concerns the completion of item 14 on page 64. Does the prime bidder complete this table if there is no proposed joint venture?

**RESPONSE:**

*If there is no Joint Venture, then there would be no need to complete Exhibit F, the Joint Venture Agreement.*

**Submitted by:** Vicki Sealock  
Community Waste Services

**QUESTION:**

Would you please provide a current list of subdivisions and the day of service for collection of yard trimmings?

*RESPONSE: The subdivision list and geographical information is not current, due to growth and ongoing modification we are making to the collection service. The collection days and subdivision collection is an ongoing process, my list would be incomplete.*

**QUESTION:**

Would you please provide a current list of subdivisions and the day of service for collection of bulk waste?

**RESPONSE :**

*Answer for 11&12; The South Fulton Yard Trimmings requires once a week collection from all South Fulton subdivisions or surface streets which contain residential living units. The County's preference is to maintain the existing collection schedule. However, the County will not require the vendor to maintain the existing collection schedule particularly if changes are necessary to increase efficiency, and is an integral part of formulating the bid/price for performing the collection service. Once a scheduled is selected it can only be changed with the consent and approval of the County. It is acceptable to indicate that the existing collection schedules will be used.*

**QUESTION :**

Does the county have a pre-determined number of special bulk waste event collections or is it on an as needed basis? If it is pre-determined, how many special bulk waste event collections are scheduled for each year?

**RESPONSE:**

*Cleanups are held through out the year usually on Saturday between 2-5 roll off containers per event. The current vendor provides containers and/or garbage trucks for the cleanup events. The cleanup utilize approximately 90 containers annually. Also see response to Question 11.*

**QUESTION:** Can you please tell us what the county is currently paying per household for:

- Yard waste pickup per household
- Bulk waste pickup per household
- Land clearing or over sized material per cubic yard
- Evicted property pickup

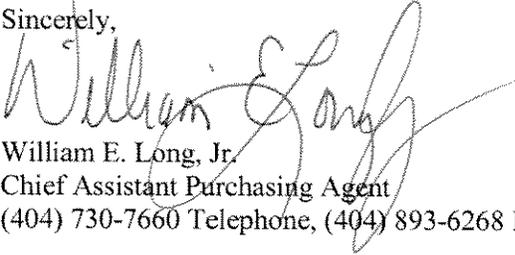
**RESPONSE:**

- |   |  |
|---|--|
| • Yard waste pickup per household                     | <u>\$3.38 combined with bulk waste</u>             |
| • Bulk waste pickup per household                     | <u>\$combined with yard waste</u>                  |
| • Land clearing or over sized material per cubic yard | <u>\$ 10.00 per cu/yd</u>                          |
| • Evicted property pickup                             | <u>\$ No charge included in bulk waste service</u> |

The undersigned proposer acknowledges receipt of this addendum by returning (1) copy with the proposal by the bid due date and time. Failure to include a signed copy of this addendum with your proposal documents could render your proposal non-responsive.

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,



William E. Long, Jr.  
Chief Assistant Purchasing Agent  
(404) 730-7660 Telephone, (404) 893-6268 Fax

**ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM NUMBER 1**  
**Request for Proposal #05RFP46953C-BL**  
**Residential Yard Trimmings and Bulk Waste Collection Service**

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_