

October 17, 2024

TO: All Bidders under Invitation to Bid No. 24-101696

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 2

Invitation to Bid (ITB) No. 24-101696, *Residential Yard Debris Removal Services (Annual Contract with 2 Options to Renew)*, is hereby amended as follows:

A. Bid Opening date is Friday, October 25, 2024, at 3:00 PM EST via zoom teleconference:

Zoom Link: <https://dekalbcountyga.zoom.us/j/81960428358>
Password: 063617

B. The following questions were submitted and received pertaining to this ITB: the County's responses are as follows:

Question 1: Who is currently providing these services?

Russell Landscape

Question 2: Who will customers contact for issues with the routes?

North Collection Lot

Question 3: What are the rates being paid for these services currently?

\$162,500 per month

Question 4: Are any bonds required under this project?

No

Question 5: How many tons of yard waste is currently collected in these areas?

5 routes. 1 route = approximately 1100 homes. Work schedule M-F 7:00-5:30.

Question 6: Are there any back/side door collections required under this project?

No

Question 7: Page 21 under Scope Item "N": Can you provide any examples or pictures of the equipment types required?

Contractor must provide rear loader garbage truck.

Question 8: Page 21 under Scope Item "N": Will the county consider any alternate forms of collection that a vendor may be able to propose?

Yes. The contractor must be able to complete the 5 routes daily. Contractor must submit the type of equipment they will be using for this project and the crew size per truck and the number of trucks that will be provided for this project.

Question 9: Section 2 indicates that a 3-ring binder is required. Will the city accept a spiral bound submittal?

Sanitation did not require 3-ring binder. Please remove.

Question 10: Section "N" on page 13. Please clarify if the payment terms are net 30?

Yes

Question 11: Please clarify: Are there 1100 homes per day (Mon-Thurs) for 5 routes that require service? So 5500 homes per day & 22,000 homes per week?

5500 homes per day & 27,500 homes per week.

Question 12: What is the set-out rate for yard waste? Every residential customer is allowed to place debris at the curb. What percentage of homes put yard waste out on average?

Every residential customer is allowed to place debris at the curb. Each collection route is approximately 1100 homes. 5500 homes per day & 27,500 homes per week.

Question 13: What are the preparation parameters for yard waste? Will it be bagged, bundled, tied, or containerized?

Resident are asked to follow procedures as stated on Sanitation website, www.dekalbsanitation.com. See attached Residential Collection Procedures brochure under Yard Trimmings.

Question 14: Is there a cap on the amount that can be set out at each home?

No. Large non-compliance volume will not be serviced by the contractor.

Question 15: Please describe how the peak seasons are and how it would affect the routes.

Yard debris are being collected 52 weeks a year. 5500 homes per day & 27,500 homes per week.

Question 16: Page 21 Section L: Please clarify- if workers cannot service a residential property, how can they complete the collection?

Contractor will not service yard debris that are not placed on curb side as instructed. Workers are not allowed on resident's private property.

Question 17: Has this bid been posted in the past? If so, could you please provide insight into why it is back up for bid?

No. This is the first ITB for this service. Russell Landscape is the current contractor and has been servicing this service under emergency.

Question 18: General Requirements Scope of Service (N.)

This section states that 8-yard compactor are required equipment are required of the bidder. However, a larger compactor garbage truck can also be utilized for this contract.

Is there a specific amount of 8-yard trucks required for this project?

Yes. 5500 homes per day & 27,500 homes per week.

Is this a requirement for the bid – must the bidder currently own the equipment?

Yes. Own or rent.

Question 19: General Requirements Scope of Service (S.)“Bidder shall have a minimum of 2 years of experience.”

Will 2 seasonal deployments (September-April) over a two-year period satisfy this requirement? Yes. Bidder must have completed at least 2 years (24 months) of residential garbage and/or yard debris collection experience as outlined in the ITB.

Question 20: Please define “residential yard debris”.

Yard debris/trimmings from grass clippings, leaves, twigs, branches, limbs, tree parts, shrubbery, vines, garden plants and other naturally occurring vegetative matters.

Question 21: Are there any requirements how residents must “present” or obviously mark debris for removal?

All yard debris/trimmings must be properly prepared for collection. Approved yard debris/trimmings containers must be placed on curbside by 7am on scheduled collection day. Yard debris/trimmings procedures can be viewed on Sanitation website, www.dekalbsanitation.com. See attached Residential Collection Procedures brochure under Yard Trimmings.

Question 22: Is there any limitations on how far away from the curb the debris can be, or how close it should be?

Resident must place prepared yard debris at curbside. All yard debris/trimmings must be properly prepared for collection. Approved yard debris/trimmings containers must be placed on curbside by 7am on scheduled collection day. Yard debris/trimmings procedures can be viewed on Sanitation website, www.dekalbsanitation.com. See attached Residential Collection Procedures brochure under Yard Trimmings.

Question 23: Are the residents to bag their yard debris? If not, are there any size requirements for piles?

Resident must place prepared yard debris at curbside. All yard debris/trimmings must be properly prepared for collection. Approved yard debris/trimmings containers must be placed on curbside by 7am on scheduled collection day. Yard debris/trimmings procedures can be viewed on Sanitation website, www.dekalbsanitation.com. See attached Residential Collection Procedures brochure under Yard Trimmings.

Question 24: How should contractors deal with debris that has not been bagged or readied for pick up?

Non-compliance debris will not be serviced by the Contractor. See attached Residential Collection Procedures brochure under Yard Trimmings.

Question 25: Is there any limit or specifications that residents can leave for pick up? IE limbs or logs greater than 6”, piles of debris that exceed normal yard debris, debris left by landscape companies?

Tree limbs can’t exceed four feet in length, and tree parts must not exceed 25lbs each. See attached Residential Collection Procedures brochure under Yard Trimmings. Yard debris/trimmings procedures can be viewed on Sanitation website, www.dekalbsanitation.com.

Question 26: Is there any leaf removal (not in bags) required for this contract?

Leaves, vines and twigs must be placed in an approved container. See attached Residential Collection Procedures brochure under Yard Trimmings. Yard debris/trimmings procedures can be viewed on Sanitation website, www.dekalbsanitation.com.

Question 27: Also, please confirm the LSBE goal of 20% for this project.

A prime contractor must meet the required LSBE benchmark of 20%, unless it can demonstrate that good faith efforts yielded no qualified LSBEs and document those good faith efforts in writing.

Question 28: Section 11 on page 6: Please clarify what will be shared at the bid opening & at the Price Schedule openings.

The Bid Opening will comprise of a responsive check for each bidder; we will make sure bidders attended the Mandatory LSBE meeting, will make sure the Price Schedule was submitted in a separate and sealed envelope and all required forms were completed and submitted. The Price Schedule Opening will consist of the opening of the all the responsive bidders' bid.

Question 29: Section 14 on pages 6-7: please clarify what is required by this section. How do companies that already have staffing respond?

The First Source requirement is for jobs created during the project; contractors should make a good effort to fill (fifty) 50% of the jobs created by the project with individuals from the first source register within 120 days of executing any agreement with the county.

Question 30: Page 9 "General Terms & Conditions": is this form required for submittal? It is not on the checklist.

Please refer to the last paragraph on page 3, Section B, 1.

Question 31: Page 9 Section "C" under General Terms: Will vendors be allowed an annual CPI increase or other cost change increases if needed?

Please refer to the Price Escalation Clause on page 12, Section M, 2.

Question 32: What will the effective date or start date be for this project?

The effective date or start date will be determined after the approval of our governing authority and a Notice to Proceed date has been scheduled.

Question 33: Page 12, Section 2: Please clarify how vendors may receive price increases annually?

Please refer to page 12, Section 2, it explains what is required for an increase to the contract.

Question 34: How do vendors respond who may not use LSBE and/or First Source programs? Will they be considered?

A prime contractor must meet the required LSBE benchmark of 20%, unless it can demonstrate that good faith efforts yielded no qualified LSBEs and document those good faith efforts in writing.

The First Source requirement is for jobs created during the project; contractors should make a good effort to fill (fifty) 50% of the jobs created by the project with individuals from the first source register within 120 days of executing any agreement with the county.

It is the responsibility of each bidder to ensure that he is aware of all addenda issued under this ITB. Please sign and return this addendum. You may call Le'Shan Jones, Procurement Agent, at 404-371-2670 before the bids are due to confirm the number of addenda issued.

All other conditions remain in full force and effect.

Le'Shan Jones

Le'Shan Jones
Procurement Agent
Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The above Addendum is hereby acknowledged:

(NAME OF BIDDER)

(Signature)

(Title)