

ADDENDUM #1: NOTICE TO BIDDERS

FOR

INVITATION TO BID

FOR

RESIDENTIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES

CITY OF RICHMOND HEIGHTS, OHIO

ISSUED: SEPTEMBER 11, 2018

(CLARIFICATIONS AND REVISIONS TO QUESTIONS/ISSUES POSED BY POTENTIAL
BIDDERS TO
RICHMOND HEIGHTS SERVICE DIRECTOR AT PRE-BID MEETING
ON
SEPTEMBER 10, 2018)

Clarifications and Revisions to Bid Documents:

1. Page 6, "Collection Routes and Days":

Collection of all Solid Waste and Recyclables must take place on the same day. ~~The preferred collection day is Monday – the current collection day. Any alternate collection day proposed must be specified in the Contractor’s bid and is subject to approval by the City.~~ **However, the Contractor may specify the weekday of collection, other than Saturday or Sunday.** The Contractor may develop its own collection routes and schedule, subject to approval by the City. Upon approval, the Contractor will provide written notice of the collection day schedule to all Residential Units.

2. Page 7, "Bulky Wastes and Excess Bagged Waste":

The Contractor is responsible for collecting ~~all excess~~ **a maximum of two (2) cubic yards of** bagged waste set out on the curb on the regular scheduled collection day.

The Contractor is responsible for collecting all Bulky Waste set out on the curb either on the regular scheduled collection day or according to an alternate

collection schedule and frequency negotiated between the City and the Contractor. Bulky Waste is defined as any Solid Waste material that is either, by weight or by volume, too large to be contained in a residential container or 96-Gallon Wheeled Cart. Items may include but are not limited to stoves, refrigerators, water tanks, washing machines, furniture, mattresses and other household items and appliances. The Contractor will be asked to notify the City in the event any resident habitually sets out excess bagged waste and Bulky Waste. The City will then contact the resident to identify the source of the problem and communicate alternatives.

3. Page 7, “Yard Waste”:

The Contractor shall collect and dispose of any yard waste set out at the Curb that has been cut, bundled, or bagged ~~in bio-degradable paper bags~~ **material**. The Contractor is not required to collect yard waste set out that is more than four (4) feet in length and weighs more than fifty (50) pounds.

The City will continue to provide for the collection of leaves, which are left loose at the Curb.

4. Page 8, “D. Container Services”:

The Contractor shall provide containers (8-**cubic** yard dumpsters) to collect and dispose of Solid Waste generated from municipal locations at no separate cost to the City. The following table shows the current location, size and collection frequency for the containers. These may be adjusted from time to time by the City Service Director.

~~Note: Catch basin debris may be dumped in the roll-off at the City Service Garage. It is the responsibility of the Contractor to test material and to dispose of it in a manner permitted by the United States EPA and at no cost to the City.~~

Table 2: Container Services

Location	Frequency
City Hall	<u>Twice per week</u>
Police Station	<u>Twice per week</u>
Lodge	<u>Twice per week</u>
Service Garage	<u>Twice per week</u>

Richmond Park	<u>Twice per week</u>
Fire Station	<u>Twice per week</u>
Richmond <u>Hts. Local</u> Schools	<u>Twice per week</u>
<u>Richmond Hts. Local</u> <u>Schools</u>	<u>Twice per week</u>
<u>Bus Garage</u>	

5. Page 9, “F. Customer Service and Notification”:

The Contractor shall maintain a local office and local **toll free** phone number to receive and respond to questions or complaints. The office must be staffed from 8:00 a.m. to 5:00 p.m. on regular collection days. All resident questions or complaints must be given prompt and courteous attention. In the case of any alleged missed collection, the Contractor will investigate and if such allegation is verified, will arrange for collection within twenty-four (24) hours after the complaint is received.

6. Page 9, “G. Record Keeping ...Complaint Log”:

The Contractor ~~must~~ **shall** submit a ~~monthly~~ complaint log **upon request of the City Service Director.** ~~that includes the name, address, phone number, date, time and description of the each complaint received and its resolution. The report must be submitted with the monthly invoice to the City for the preceding month. The City maintains the right to request a copy of the complaint log at any time.~~

On September 11, 2018, the forgoing information was made publicly available and to those potential bidders attending the pre-bid conference on September 10, 2018.

By: Donald Kerniskey, City Service Director
Richmond Heights, Ohio