

March 18, 2022

TO ALL PROSPECTIVE BIDDERS

RE: City of Coatesville

RFP for Collection of Residential and Municipal Waste and Recyclables

Addendum No. 1

Prospective Bidders:

The Contract Documents for the subject project are hereby revised by the following additions, changes, deletions and/or clarifications, which shall constitute ADDENDUM NO. 1:

1. Bids for the collection of the City of Coatesville's Solid Waste and Recycling shall be accepted until 1pm on Friday, March 25, 2022 by the Office of the Finance Director and shall be received no later than 1:00 p.m. on March 25, 2022. Bids will be opened and read aloud by the City representatives at 1:00 p.m. on March 25, 2022.
2. Clarification to Section 3 (Examination of Municipality) paragraph a – The difference between the estimated 3,064 Solid Waste and Recycling stops and the approximately 3300 Solid Waste and Recycling pickups is attributed to multifamily residences.
3. Change to Section 5 (Scope of Work), subsection a (Collection of Solid Waste, Bulk Trash and Recyclable Materials), subsection 1 (Dwelling unit/Residential Collection) and RFP Attachment 1 – Pickup schedule may be altered as well as extended to a four- or five-day pickup schedule. As part of the detailed routing plan submitted with its proposal, the bidder shall specify the days of the week on which the Solid Waste and Recyclables will be collected from the dwelling units/residences to be serviced on Attachment 1. In addition, the Bid Form has been modified to specify the number and days of the week of the proposed routing plan.
4. Addition to Section 5 (Scope of Work), subsection a (Collection of Solid Waste, Bulk Trash and Recyclable Materials), subsection 1 (Dwelling unit/Residential Collection) – the maximum amount of Solid Waste to be collected per stop will be one 96-gallon Commercial Trash Tote plus a maximum of the equivalent of three (3) 33-gallon trash bags. This limitation will be communicated to the property owners by the City.

5. Clarification to Section 5 (Scope of Work), subsection a (Collection of Solid Waste, Bulk Trash and Recyclable Materials), subsection 6 (Collection from City-Owned Receptacles along Lincoln Hwy. and adjacent side streets) – the black metal and concrete street receptacles along Lincoln Hwy. and adjacent side streets referenced in this section are owned by the City.
6. Clarification to Section 5 (Scope of Work), subsection c (Receptacles), subsection 1 – Contractor shall deliver the required new totes to the City of Coatesville Public Works Department, 51 Maple Avenue, Coatesville, PA. The City’s staff will handle all aspects of distribution of the new totes to the residential dwellings and limited commercial/residential properties along Lincoln Hwy. The new totes shall be the property of the City upon delivery to the City and, thereafter, the property of the property owner upon delivery to the property owner. The cost for the required new totes is expected to be prorated over the initial three (3) year term of the contract and shall be itemized on the Bid Form. Existing totes will be collected by the City staff and either retained or disposed of by the City.
7. Clarification to Section 5 (Scope of Work), subsection h (Schedule of Payments), subsection 1 – The amount payable per month shall be adjusted annually to take into account any increase or decrease in excess of fifty (50) dwelling units from the estimated initial 3,300 pickups.
8. Change to Section 5 (Scope of Work), subsection h (Schedule of Payments), subsection 2 shall be deleted in its entirety and replace with the following:
 - 2) The Bid submitted shall include the base fuel price utilized by the Contractor in the calculation of the proposed contract price and the source or rationale for that base fuel price. The City and Contractor shall determine a mutually agreeable indexing mechanism as a basis to provide for a quarterly adjustment of the contract price as a result of changes in fuel costs.
9. Change to Section 5 (Scope of Work), subsection i (Penalties and Termination of Contract Due to Non-Performance), second paragraph shall be revised to read as follows: “The City Manager or authorized representative shall notify the Contractor’s supervisor of such violations where they can be immediately corrected. If a violation remains uncorrected for more than forty-eight (48) hours, the City Manager or duly designated representative may assess....”
10. Change to Section 5 (Scope of Work), subsection r (Workers’ Compensation Insurance) to require that the Contractor file a copy of the certificate of insurance and written confirmation of the payment of the premium for such coverage to the Municipality.

11. Change to Section 5 (Scope of Work), subsection s (Liability Insurance), subsection 1 (Coverage), subsection d (Liability Coverage) – shall be revised to say “Liability Coverage shall be written under an occurrence policy.”
12. Change to Section 5 (Scope of Work), subsection s (Liability Insurance), subsection 1 (Coverage) to replace the term “additional named insured” with the phrase “additional insured.”
13. Change to Section 5 (Scope of Work), subsection s (Liability Insurance), subsection 2 (Cancellation of Insurance) to require that notice of any modification, alteration or cancellation, be received by the Director of Finance at least thirty (30) days prior to the effective date.
14. Change to Section 5 (Scope of Work), subsection t (Hold Harmless Provision) to replace the existing language with the following language:
The Contractor shall indemnify, defend, and hold harmless the City of Coatesville from and against all claims, damages, losses, and expenses, including reasonable expenses incurred by the City of Coatesville on any of the aforesaid claims, to the extent caused by the negligence or willful misconduct of the Contractor, its agents, servants, employees or subcontractors and that results in any loss of life or property or in any injury or damage to persons or property.
15. Clarification to Section 6 (Preparation of Proposals), subsection a (Bid Bond) and the Notice – the Bid security payable to the City of Coatesville shall be 10% of the Bid price for Year #1 of the Contract.
16. Change to Bid Bond – the Bid Bond form has been revised. Use the attached Bid Bond marked as Replacement BID PROPOSAL Attachment 2 in lieu of that supplied with the RFP.
17. Change to Performance Bond – the Performance Bond form has been revised. Use the attached Performance Bond marked as Replacement BID PROPOSAL Attachment 1 in lieu of that supplied with the RFP.
18. Change to Bid Form – the Bid Form has been revised. Use the attached Bid Form marked as Replacement BID PROPOSAL Attachment 8 in lieu of that supplied with the RFP.
19. Additional information –
 - a. Current contractor – Eagle Disposal
 - b. Tonnage for last three (3) years:

	SW	Recycling
2021	5,060.6 Tons	830.3 Tons

2020	4,316.8 Tons	934.9 Tons
2019	3,965.1 Tons	865.8 Tons

- c. Frequency of roll off pick-ups (excluding the September 2021 flood damage of approximately 16 30/40 yard roll offs)

	30 yd	20 yd
2021	9	7
2020*	5	5
2019	13	9

* unable to locate approximately 6 months of data

- d. The current costs for Solid Waste and Recyclables in the City, while publicly available, is not relevant as the structure for the collection and disposition of Solid Waste will be different. Under the current arrangement, the contractor is responsible for the tipping fees.

Sincerely,

Rich

Richard Troutman, CPA, CMA
Finance Director

Enclosures

cc: James Logan, City Manager
Charles Huston, Assistant City Manager