



GENESEE COUNTY PURCHASING
A Division of the Genesee County Controller's Office
COUNTY ADMINISTRATION BLDG
1101 BEACH STREET, ROOM 361,
FLINT, MICHIGAN 48502
Phone: (810) 257-3030
www.gc4me.com

May 14, 2019

Re: ADDENDUM #1
Solid Waste Consulting Service #19-181

The purpose of this addendum is to provide responses to questions that have been received for the aforementioned proposal.

Vendors must indicate receipt of this addendum by adding the following on the proposal form and on the exterior of the envelope containing your proposal:

ADDENDUM #1 RECEIVED

The due date remains the same **3:00 p.m. (EDT), Thursday, May 23, 2019.**

All bids must be received at:
Genesee County Purchasing Department
1101 Beach Street, Room 361
Flint, MI 48502

Noel Roan, Purchasing Manager

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Question and Answer:

Q1. Regarding RFP Section 8., Number 3 “Technical Proposal”, Point 5 “Financial Stability”: Our firm was established nearly 40 years ago and has operated uninterrupted ever since. We are financially stable and are willing to communicate our financial stability, however, we are a closely held private company and due the sensitivity of the information and the nature of this being a public procurement, some of what you ask for we are unable to disclose. That being said, we understand the spirit of the request and respect its intent to ensure that the vendor you select is financially sound. We hope that disclosing the following information will communicate our financial capability:

- a. Name, address, website, and telephone number of our bank, where we have maintained a line of credit of \$250,000 for many years.
 - i. Including contact information for an account manager at our bank, whom you can contact with any questions regarding our financial stability.
- b. Copies of our Certificates of Insurance that show our coverage limits exceed every line item requirement on the “Genesee County Insurance Checklist” (page 12 of RFP).
- c. References for long-standing customers.
- d. Letters of Reference from municipal clients.

Will this be sufficient to demonstrate compliance with the RFP requirements?

A1. (a) is acceptable along with a copy of your most recent audit.

Q2. What is your budget for this project?

A2. The budget amount is between \$175,000-250,000.

Q3. As a smaller, privately-held company we have not elected to do an audit. However, along with all of the items described in (a) below, would providing our latest tax return suffice? We are happy to provide our tax return if it can be kept confidential.

A3. Yes, please indicate in the response that you have not conducted an audit, therefore, cannot provide that information.

Q4. Shall we mark on the Tax return pages that it is confidential?

A4. Yes

Q5. Is it possible to set up a meeting or phone call with the day-to-day point person within the GCMPC (assuming one of the individuals in the Community Development and Environmental Program Department?)

A5. Please submit all your questions per the instructions of the RFP. Meetings or presentations may be conducted after the bids are received.

Q6. Please confirm that the role of the consultant in this project will be limited to the following tasks:

1. Evaluate Genesee County’s current waste management operations to determine methods for enhancing waste collection and diversion including shared services and cost savings opportunities

2. Explore the feasibility of establishing a Materials Recovery Facility (MRF) in Genesee County including where the MRF should be located and how it would be funded (privately, public private partnership or publicly)
 3. Explore the feasibility of establishing a permanent recycling center in Genesee County where items such as household hazardous waste and/or household recyclables (paper, plastic, cardboard, metal, etc.) could be collected
- A6. Yes, the role of the consultant in this project will be limited to the above tasks. However, the scope of work provides more details of what is expected. "A review and evaluation of the current system shall include an assessment of local waste contracts, recycling options and rates, as well as waste operations. Information gathered from this evaluation should then be used to examine the feasibility of various items that could enhance waste collection and diversion in Genesee County."
- Q7. Could you please share the budget for this project?
- A7. \$175,000-\$250,000
- Q8. Is amending Genesee County Solid Waste Ordinance #0-2 an option for enhancing waste collection and diversion?
- A8. Yes, this could be a potential option for enhancing waste collection and diversion in Genesee County.
- Q9. Is waste characterization data for Genesee County or municipalities in the County available? If not, is the data for all solid waste, recyclables and yard waste generated, recovered and disposed in Genesee county available?
- A9. No, waste characterization data for Genesee County or municipalities in the County is not available. Annual reports of solid waste landfilled in Genesee County landfills is available at the Michigan Department of Environment, Great Lakes, and Energy website. This provides info on solid waste generated and disposed of in Genesee County. Recycling and yard waste data is not currently available to the County. However, local units of government may have access to this data per their waste services contracts.
- Q10. Is all solid waste, recycling, and yard waste data available in yards and tons?
- A10. The annual reports of solid waste landfilled in Genesee County landfills data mentioned above is in cubic yards. The units of measurement is unknown regarding the data that local units of government may have access to through their waste services contracts.
- Q11. Please clarify the address to which proposals need to be sent? Page 1 of the RFP states that it needs to be sent to Room 343 while page 3 of the RFP states that it needs to be sent to Room 361.
- A11. Room 361
- Q12. The Technical Proposal is limited to 15 pages. Does the cover page and table-of-content page count against the 15 pages?
- A12. No, it does not count against the 15 pages.

Q13. Per page 8 of the RFP (subsection 3 of section 3), resumes of project team members are required in the Technical Proposal, which is limited to 15 pages. Do resumes count against the 15-page limit?

A13. No, it does not count against the 15 pages.

Q14 Per page 8 of the RFP (subsection 6 of section 3), information about 3 references are required in the Technical Proposal, which is limited to 15 pages. References are already required as part of the Reference Page form (page 13 of the RFP) which is to be provided separately from the Technical Proposal. In order to avoid duplication of information, can references be provided only in the References Form and not in the Technical Proposal?

A14. Yes, that is acceptable. You may want to also include a narrative in the Technical Proposal describing the work performed for said references.

Q15.Regarding the Financial Stability of the company in Item 5 under the Technical Proposal. Some of the information (tax returns) are proprietary in nature. Can I summarize in table form in the RFP and upon a meeting or presentation in the future have the actual returns in place for review?

A15. Please refer to Q&A #1, 3, and 4.

Q16. What is the preferred project timeline including beginning and end dates of the consultant's contracted work?

A16. We'd prefer to get started this summer. We are looking for a proposed timeline from the respondents.

Q17. Can GCMPC please clarify and be more specific to the wording "Provide information on how the firm would scale the operation while providing services to other counties" on page 8 of the RFP?

A17. We want to know if the potential vendor would need to hire more staff, etc.

Q18. Does the Technical Proposal's 15 page limit include the proposal cover page, Table of Contents, resumes, Cost Proposal, and attachments such as the Signature Page, Insurance Checklist, and References?

A18. No

Q19. Are there any deadlines for completing some or all of the project and if so, what are they (i.e., what is the County's preferred schedule)?

A19. We do not have a preferred schedule but are accepting proposed timelines from respondents.

Q20. Does the County have any solid waste master plan or other recent report or document that describes the county system in more detail? Please provide.

A20. The latest SW Management Plan can be obtained by visiting:
<http://gcmopc.org/solid-waste/>

Q21. Should the evaluation in Item 1 of the scope address only opportunities for collection and diversion, or shall it also address solid waste facilities, regulations, etc.?

A21. It should address all areas.

ADDENDUM #1
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Q22. Please explain the meaning of the term “shared services” in Item 1.

A22. Local units sharing contracts, request for RFPs, consortia, etc.

Q23. Is the MRF in Item 2 envisioned as being strictly for MSW single stream recyclables, or also include materials such as source separated organics and/or construction and demolition debris?

A23. Make a recommendation to us.

Q24. Please explain more about the expectations for the permanent recycling facility in Item 3, including if any sites have already been identified or considered.

A24. Sites have not been identified or considered.

Q25. Please tell us, are there external factors influencing the undertaking of this project? For example: state recycling goals, legal decisions, and disposal pricing, or solid waste management plan requirements?

A25. All of these items play a factor.