REQUEST FOR PROPOSAL
Addendum # 1

King County

Department Of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-684-1681 TTY RELAY: 711

DATE ISSUED: May 19, 2004

RFP Title:	**Mobile Collection & Handling of Moderate Risk Wastes**
Requesting Dept./ Div.:	**King County Department of Natural Resource & Parks - Solid Waste Division**
RFP Number:	**120-04 RLD**
Due Date:	**June 3, 2004 – 2:00 P.M.**
Buyer:	Roy L. Dodman, *roy.dodman@metrokc.gov* (206) 263-4266

This addendum is issued to revised the original Request for Proposal, dated May 6, 2004 as follows:

1. The proposal opening date remains the same: Thursday, June 3, 2004, no later than 2:00 p.m. exactly.

The following changes have been made to the original RFP document as noted

1. A general clarification: The anticipated operating hours of the Factoria HHW facility are from 9:00 AM to 5:00 PM (Thursday through Sunday), *not* from 9:00 AM to 4:00 PM as stated in Section II – Part A "Purpose or Summary - Collection and Handling of Moderate Risk Wastes" of the RFP

2. Under Section II, Item K, the last sentence of this section is changed to read as follows:

   "The maximum allowable markup for subcontractor and other direct costs shall be limited to 10% for any approved Contractor charges not listed in the unit prices within the Cost Spreadsheet, except that any required permits fees shall be charged at cost."

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TO BE ELIGIBLE FOR AWARD OF A CONTRACT, THIS ADDEMDUM MUST BE SIGNED AND SUBMITTED TO KING COUNTY

Sealed proposals will only be received by:
King County Procurement Services Section, Exchange Building, 8th floor, 821 Second Avenue, Seattle, WA 98104-1598. Office hours: 8:00 a.m. - 5:00 p.m., Monday - Friday

Company Name		
Address	City/State/Zip Code	
Signature	Authorized Representative / Title	
E-mail	Phone	Fax

This Request for Proposal – Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

The following information and RFP changes are provided in response to questions received:

Q1: Under Section II, C, 3.1.1. (Scope of Work) subsection (c) states that the Contractor shall take ownership of wastes at the time that the party enters the unloading bay of a mobile or fixed collection facility. Does this mean that the Contractor takes ownership of wastes at the fixed facility before they take possession of the waste?

A1: The sentence is rewritten to read:

"Ownership of and responsibility for Handling Acceptable Waste shall pass to the Contractor from the party delivering the Acceptable Waste either at the time that party enters the unloading bay of any collection facility operated by the Contractor or at the time that Acceptable Wastes are removed by the Contractor at any facility operated by the County."

Q2: Section II, C, 3.3.3 (Scope of Work) states that the Contractor shall return wastes to the producer if specified by the County. What compensation will the Contractor receive for this service?

A2: The County will negotiate a fair and reasonable fee with the Contractor for collecting and transporting wastes to the producer, should this option become available. This would be structured similarly to the fee applied to handling rechargeable batteries.

Q3: Under Section II, C, 15, paragraph 3 states that an exemplar bond form is attached to the RFP. Where is the form?

A3: There is no exemplar bond form. Sentence 2 of paragraph 3 is hereby deleted.

Q4: Section II, F (Mandatory Requirement) states that the contractor shall administrate subcontractor and expense invoices. What dos this statement mean?

A4: The Contractor is responsible for submitting one invoice in a format that is acceptable to the County. The County will not pay subcontractor or third party invoices. These need to be included as part of the Contractor's invoice. Cost documentation will be requested for approved costs not listed in the unit prices of the Cost Spreadsheet as part of the invoice.

Q5: Under RFP Form 9 (Cost Spreadsheet), do the cubic yard boxes need to be DOT-approved.

A5: No, DOT-approved boxes are not required provided that the Contractor will comply with applicable DOT rules. The clarifier "DOT-Approved" for the cubic yard boxes may be crossed out on this form if the Contractor elects to use other types of packaging.

Q6: What type of approval is required to operate the mobile collection facility and equipment?

A6: The facility must comply with the requirements of WAC 173-350-360 (2). The Seattle-King County Department of Public Health oversees compliance with these rules. The Health Department will likely require documentation of both environmental and health & safety protection measures associated with the mobile facility operations. This may include a detailed operations plan. The cost of complying with these regulations (other than permit fees) must be incorporated into the unit prices.

Q7: What type of protective cover is required at the mobile collection facility?

A7: According to the operations plan, the facility uses a visqueen inner layer that is taped to the ground using spray adhesive or duct tape, covered by blue tarps that are taped to the visqueen. The thickness is not

specified. The processing area is typically 20x60 feet and the unloading area is typically 20 x 30 feet. Tents cover the unloading area and most of the processing area.

Q8: Will the Contractor be provided with the required number of traffic lanes for each city/event?

A8: The County does not maintain this information. However, the County will provide the Contractor with historical data on the number of customers for each city/event. The data are also available listing the number of customers per operating hour at each City/event.

Q9: Section II, I (Costs): Please explain what costs are included in the unit costs of the Costs Spreadsheet.

A9: The third sentence of Section I is meant to explain that all of the unit costs listed in the Cost Spreadsheet are all-inclusive for the service and/or materials for which they apply. No additional markup, overhead or fees will be permitted. The third sentence is rewritten as follows: "All costs for which the Proposer intends to receive payment as a result of the Project, including costs of all items of waste Handling, labor, material, equipment, subcontractor or vendor services, MRW transportation, administration, project management, reporting requirements, employee benefits, overhead, profit, and taxes, fees, or surcharges imposed by federal, state, or local laws, shall be included in the unit prices, as applicable." Also, note that the word 'cots' in sentence five should read 'costs'.

Q10: Section II, K (Additional Information and Requirements): Please explain the apparent discrepancy between Subsection I and K regarding subcontractor and other direct cost markup.

A10: See correction on page 1 of this addendum.

Q11: Can equipment from the mobile facility be used by the contractor for other work when not being used for a County-sponsored mobile collection event?

A11: Yes. The unit costs include equipment costs; however, the RFP does not require that the equipment be dedicated to the Project.

Q12: Are the storage lockers and cabinets located at the Factoria fixed facility to be provided by the Contractor?

A12: No. These are County-owned property.

Q13: Is the sign-in sheet for the pre-proposal conference available?

A13: The sign-in sheet from the May 14, 2004 pre-proposal conference is available by contacting Cathy Betts at cathy.betts@metrokc.gov *or Roy L. Dodman at* roy.dodman@metrokc.gov*. This document is available as either a fax document or via e-mail. If requesting a fax, please include your fax number in your request.*