



**ADDENDUM 1: QUESTIONS AND ANSWERS**  
**Posted October 20, 2020**

**RFP #2020-034**  
**RESIDENTIAL SOLID WASTE AND RECYCLABLES COLLECTION**  
**AND TRANSPORTATION SERVICES FOR THE CITY OF DERBY**

**Q1. Will the City consider a performance bond equal to \$1.5M in place of a letter of credit for roughly \$1.5M?**

*A1. The City of Derby would strongly prefer a Letter of Credit for this project, but may be open to considering a performance bond if Respondent can make a case that a performance bond will provide the City with similar assurance of performance for the length of the agreement.*

**Q2. No bid bond is required?**

*A2. The City of Derby has elected to utilize a Request for Proposals (RFP) process rather than a bid/quotation process, and therefore has not required a bid bond to accompany proposals.*

**Q3. Is this centrally billed through the City or is every resident billed directly?**

*A3. Under the current contract, the trash company bills each resident directly, and this has worked very well. Respondents may propose alternatives, and the City will weigh the costs/benefits of each method.*

**Q4. Trash customers with a 96-gal cart are allowed up to 10 extra trash bags. The RFP doesn't detail if this is 10 bags per pickup, or per quarter. Can you clarify?**

*A4. Currently, 10 free extra trash bags are allowed weekly with the largest trash cart size. Respondents may address the number of extra bags or frequency with which they are allowed on Line 2A of the Proposal Response Form.*

**Q5. Why are there 7,787 trash customers but only 7,011 recycling customers? Is the recycling program optional instead of mandatory? If mandatory, are all 7,787 residential units billed for recycling even if they opt not to participate?**

*A5. The City of Derby desires that recycling be the default option for residents, therefore recycling currently is included in the rate every resident pays for service. There is no discount for customers who choose not to recycle, and rates apply regardless of whether a customer participates in or opts out of the recycling program (see current Contract, Section 12). Under the current contract, the trash company will remove the recyclables cart at no charge at the customer's request (Section 14D) if they decide no longer to participate. As of Sept. 24, 2020, 776 customers, or approximately 10%, have requested the removal of recyclables carts and have opted not to participate in the program.*

**Q6. Can residents have and use extra carts? If so, is there a current discounted rate for those or is it a multiple of the base rate for the first trash and recycling carts?**

*A6. Residents may have and use extra carts. Current fees are \$7.00/month (\$21/quarter) for each extra trash cart and \$3.75/month (\$11.25/quarter) for each extra recyclables cart, as outlined in Section 12C of the current Contract. Respondents may submit their proposed pricing on Lines 2E and 2F of the Proposal Response Form.*

**Q7. Does the City not have an annual spring clean up or fall clean up?**

*A7. The City does not have an annual cleanup. Respondents may include these in their proposals, along with narrative advocating for how these options would optimize service for Derby's residents. Service is priced within the current Contract to include Two Free Coupons (Section 14B). The City of Derby views this as advantageous in that it allows residents to dispose of bulky waste in a timely manner for each resident and is designed to reduce illegal dumping and abandoned waste.*

**Q8. For how many years will the new contract term be? 5 years? 7 years? 10 years? Longer? Or will the City consider bidding for each option?**

*A8. The City of Derby does not have a defined number of years for the new contract term. Respondents may propose a contract term on Line 1B of the Proposal Response Form and may submit multiple Proposals to address pricing or other differences that would result from different contract term lengths.*

**Q9. Do you anticipate extending the bid due date?**

*A9. No.*

**Q10. What additional details are you willing to provide, if any, beyond what is stated in bid documents, concerning how you will identify the winning bid?**

*A10. None. For proposal selection criteria, please review the following sections of the Request for Proposals document: Section 1. About this Document, Section 3 – Scope of Services, and Section 9 – Selection Criteria.*

**Q11. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com/free](http://www.mygovwatch.com/free)?**

*A11. No.*

**Q12. Other than your own website, where was this bid posted?**

*A12. This RFP was posted to the City of Derby website only.*