

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 1

| NOTIFICATION DATE: | SOLICITATION TITLE: | SOLICITATION NUMBER: | BID OPENING DATE & TIME: |
|--------------------|--|----------------------|-----------------------------|
| 4/7/2020 | Solid Waste - Horticulture Collection and Disposal Services - RFP | 20-028 | 4/15/2020 2:00PM |

**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

The following clarification is issued as an addendum identifying the following change for the referenced solicitation.

- Attached "Exhibit A" is revised 20-028 Exhibit B Part 4 E-VERIFY AFFIDAVIT; this page replaces in its entirety the originally published page.

The following answer to written submitted question:

1. It states on Page 34 of the RFP, Section 17. '**Vehicle and Collection Equipment**' - **General Requirements** - *The Contractor shall maintain a dedicated fleet of collection vehicles to fulfill the Agreement. No single frontline vehicle shall exceed a maximum age of five (5) years; no single reserve vehicle shall exceed a maximum age of seven (7) years.*

Contracts of this nature do not put a lot of wear and tear on equipment as compared to solid waste collection contracts. As such, trucks can be used for up to ten (10) years. Would the City consider changing the single frontline vehicle age to not exceed a maximum age of seven (7) years and no single reserve vehicle to not exceed a maximum age of ten (10) years.?

ANSWER: At this time, fleet requirements will need to adhere to the specifications as written.

2. Can we request an Excel version of the bid schedule?

ANSWER: Yes, please send e-mail requesting excel file.

3. Per Part § 200.325 of Exhibit B, Part 1 Supplemental and Contract Provisions on Adobe Page 46, It states "... A performance bond on the part of the contractor for 100 percent of the contract price". Contracts of this type are usually written on an annually renewable bond form in the amount of one year's revenue. Would this be acceptable for the Performance and Payment Bond on this contract?

ANSWER: No, please reference the example below:

G. PROPOSAL ~~CONSTRUCTION~~ PERFORMANCE & PAYMENT BONDS

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[Performance & Payment Bonds are required.

The dollar amount will be for the total of the initial term of the Agreement. This RFP's initial term is 3/years with an option for 2/1-year renewals.

Example of Bonding dollar amount. Awarded Vendor \$800,000 per year x 3years = \$2,400,000 Bond requirement.

4. On page 41 concerning client references. The proposer is asked to “. . . Send the attached reference questionnaire to the client who will submit the completed form directly to the City.” Does the proposer have to submit the three (3) completed questionnaires with the bid submittal? Or just let the City know who the questionnaire was sent to??

ANSWER: The contractor's references should be sending the questionnaire form to the City's Purchasing Department as specified on the form. The contractor is encouraged to communicate with their references to ensure they submit the form to the City on behalf of the contractor.

5. If our references need to fill out the 'REFERENCE QUESTIONNAIRE' can the City provide Adobe pages 12 & 13 Only in a separate document so we can send it to our municipalities in question.?

ANSWER: No, please extract the required pages and send to your municipalities in question.

6. Will the Purchasing Division accept the current vendor using the City of Naples as a reference?

ANSWER: Yes.

7. Just to confirm the City is looking for a bid bond in the amount of five (5) percent of the bid price? In the case of this RFP this would be 5% of the "GRAND TOTAL" annual price per the "BID TABULATION" document, correct?

ANSWER: Yes.

8. If the need presents itself due to the current state of affairs in the United States, will the City accept a scanned copy of the Bid Bond until we can get the original to them?

ANSWER: Yes, once it's an original color scanned copy.

9. Are the following FEMA documents required to be signed and submitted with the RFP 20-028?

FEMA REQUIREMENTS - UNDER SEPARATE COVER

- 20-028 Exhibit Part 2 CERTIFICATION REGARDING LOBBYING
- 20-028 Exhibit Part 3 DISCLOSURE OF LOBBYING ACTIVITIES
- 20-028 Exhibit Part 4 E-VERIFY AFFIDAVIT

The following FEMA documents do not have a place to sign from what I can see.

- 20-028 Exhibit Part 1 SUPPLEMENTAL CONDITIONS AND CONTRACT PROVIS S
- 20-028 Exhibit Part 5 PART 200-UNIFORM ADMINISTRATIVE REQUIREMENT
- 20-028 Exhibit Part 6 CONTRACT CLAUSES - 2 C.F.R. § 200.326 - 2 C.F.R. PART 200

ANSWER: Please sign all applicable forms.

10. To follow up on this question "20-028 Exhibit B Part 4 E-VERIFY AFFIDAVIT" refers to Lee County. Is the document supposed to say Collier County and/or City of Naples, FL? The following is copied from that document:

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Lee County will not intentionally award County contracts to any vendor who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA").

Lee County may consider the employment by any vendor of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A (e) of the INA shall be grounds for unilateral termination of the contract by Lee County.

ANSWER: Please reference attached Exhibit A.

11. Due to the recent statewide 'Stay At Home' order issued by Gov. DeSantis that goes into effect this week and expires on April 30, is the City considering extending the due date for RFP 20-028 from 4/15 to a later date? Possibly May 1st or later?

ANSWER: No extensions considered at this time.

12. Would the City please provide the sign in sheet from the non-mandatory pre-bid meeting on 3/24? Additionally a listing of Q/A that occurred during the meeting?

ANSWER: Sign in sheet can be found on the City website at <https://www.naplesgov.com/purchasing/page/20-028-solid-waste-horticulture-collection-and-disposal-services-rfp> Also, all official questions sent by e-mail are answered via Addendum.

13. Would the City please confirm the number of hard copy submissions is it looking to receive? On page 16 in the check list, it states one original and five copies with a PDF copy on a USB. On page 39, 5. Submittal Requirements #3: it states one original hard copy and an electronic version on a USB.

ANSWER: Please reference page 16 of the bid document.

14. Would the City please provide the pricing sheet in an Excel format to make it easier to fill in?

ANSWER: Yes, please send e-mail requesting excel file.

15. Page 12, Reference Questionnaire (Page 12):

- a. Would the City consider modifying the reference questionnaire to make it more applicable to the services requested in the RFP?
- b. Title of Last Project – Change to contract name
- c. Remove year last project completed as we would be listing current agreements.
- d. Contract Amount – is the City looking for the estimated annual value?
- e. Change how many projects performed to services provided.
- f. Will the City be lenient with responses (time frame of response submitted from reference) due to the COVID 19 crisis and employees working from home, etc?

ANSWER:

- a. **No.**
- b. **No.**
- c. **No.**
- d. **Yes.**
- e. **No.**
- f. **Not at this time.**

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16. Page 14, Special Conditions, C. References:

Would the City consider removing the need for an IRS W9 with EIN as the references listed would be other Cities/Counties or Towns?

ANSWER: IRS W9 requirement is for the vendors submitting a bid.

17. Would the City please confirm the name of the current contract for these services?

ANSWER: Information request can be found at the City website at

<https://www.naplesgov.com/purchasing/page/13-052-horticulture-collection-disposal-rfp>

18.7. Would the City confirm if disposal charges should be included in the rates provided for services?

ANSWER: Please reference Section D, page 28 of the bid document.

19. Would the City please provide the current rate(s) for the services listed in the RFP?

ANSWER: \$57,296.05 per month. Current contract is priced as a lump sum rate per month.

Current contract can be found at the City website at

<https://www.naplesgov.com/purchasing/page/13-052-horticulture-collection-disposal-rfp>

The cost for horticulture collected from the vacant lots and City Staging area is included within the monthly lump sum rate within the current contract.

20. Would the City please provide the disposal site/location that is currently being utilized for these services?

ANSWER: - Disposal location is the responsibility of the current contractor.

21. The Q/A deadline per the bid specs is Sunday, 4/5/2020. Would the City please confirm the time (ie: 5pm)?

ANSWER: Please reference Section H page 15 of the bid document.

22. It is understood that the City was not set up for online bid submissions, but would the City consider modifying to allow online bid submissions? This request is in light of the COVID-19 health crisis, more restricted regulations and trying to limit exposure via drop off of paper submissions?

ANSWER: Not at this time.

23. How many Multifamily/Single Family Units receive weekly horticulture pick up under the current contract??

ANSWER: Please reference Section D page 28 of the bid document.

24.. What is the current monthly rate charged by the Contractor to The City, per unit for Multifamily/Single Family for horticulture pick up?

ANSWER: \$57,296.05 per month. Current contract is priced as a lump sum rate per month.

Current contract can be found at the City website at

<https://www.naplesgov.com/purchasing/page/13-052-horticulture-collection-disposal-rfp>

25. What is the current average monthly of cubic yards collected from the Vacant lot & City Staging area?

ANSWER: Please reference bid tabulation page 23 of the bid document.

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26. What is the current price per cubic yard for the horticulture collected from the Vacant lot & City Staging area?

ANSWER: The cost for horticulture collected from the vacant lots and City Staging area is included within the monthly lump sum rate within the current contract.

27. What is the current price per cubic yard for Disaster and/or Emergency Debris Removal?

ANSWER: \$15.00 per cubic yard.

28. Under the current Global Pandemic, will the RFP 20-028 due date remain 4/15/20? And if so, will the bid opening remain public?

ANSWER: Yes, RFP scheduled to open at the opening date and time stated on the bid coversheet. Yes, bid opening will remain public.

Exhibit A - Revised E-VERIFY AFFIDAVIT

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Attachment: Immigration Law Affidavit Certification

This Affidavit is required and should be signed by an authorized principal of the firm, notarized and submitted with formal Invitations to Bid (ITB's) and Request for Proposals (RFP) submittals. Further, Vendors / Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, at the time of the submission of the vendor's/bidder's proposal. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company. **Failure to include this Affidavit and acceptable evidence of enrollment in the E-Verify program, may deem the Vendor / Bidder's proposal as non-responsive.**

City of Naples will not intentionally award County contracts to any vendor who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA").

City of Naples may consider the employment by any vendor of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A (e) of the INA shall be grounds for unilateral termination of the contract by City of Naples.

Vendor attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at the time of submission of the Vendor's / Bidder's proposal.

Company Name _____

Print Name _____ Title _____

Signature _____ Date _____

State of _____

County of _____

The foregoing instrument was signed and acknowledged before me this _____ day of _____, 20____, by

_____ who has produced _____ as identification.
(Print or Type Name) (Type of Identification and Number)

Notary Public Signature

Printed Name of Notary Public

Notary Commission Number/Expiration

The signee of these Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.