

ADDENDUM NO. 1

VILLAGE OF GURNEE

RESIDENTIAL WASTE COLLECTION SERVICES RFP

December 15, 2023

TO ALL PROPOSERS:

Attention of all Proposers is called to the following revisions and general clarifications and interpretations to the Proposal Documents and Contract Documents for the Residential Waste Collection Services RFP.

The information given in this Addendum shall be taken into account by each prospective Proposer in the preparation of its Proposal.

Receipt of this Addendum shall be acknowledged on page 1 of the Proposer's Proposal form (see Appendix A, Cost Proposal and Contractor's Sworn Statement) and a copy of this Addendum shall be included in the Proposer's Proposal.

AMENDMENT TO THE REQUEST FOR PROPOSAL

1. Section 5.1 of the RFP has been amended to require that Proposers submit electronic versions (via an emailed pdf and a thumb drive preferred) instead of paper copies.

RESPONSE TO QUESTIONS

One company provided written questions regarding the RFP and several questions were asked at the Pre-Proposal meeting held on December 5, 2023. At the Pre-Proposal meeting all the questions were either answered at the meeting or are being addressed in this Addendum.

Why the reduction in homes? 2022 - 9,250 homes and 2023 - 7,709 homes

We are not sure why 9,250 homes were listed in the data for 2022 from SWALCO, this is data supplied by the hauler. The number of homes under contract currently is approximately 7,709, which was provided by Waste Management via email approximately one month ago.

Additionally, the village had its GIS specialist look into this and he came up with 7,711 "dwelling units" - residences - excluding Heather Ridge as they are on their own contract, so we believe that the 7,709 figure is probably the most accurate.

What is the breakdown of trash cart sizes, how many 96gal, 65gal, 35gal?

Refuse cart breakdown (# with 35 vs 65 vs 96) 35g – 321. 65g – 1,731. 96g – 5,657
Recycling cart breakdown (# with 65 vs 96) Bin – 54, 35g – 11, 65g – 6,073. 96g – 1,499

When is Yard waste/Landscape/Brush season? Stated 4/1 – 12/1 but Branch Brush state 4/15 – 12/1 (RFPpg3)

That is correct, the entire season is 4/1 - 11/30, however the first full two weeks of April are the amnesty weeks for all landscape waste including branch/brush.

Basically after approx. 4/15, branch/brush is free, but not landscape waste.

Is there a yearly licensing fee? If yes, how much?

Yes, the below is stated on page 4 of the RFP.

(13) Annual Franchise Fee. The Contractor shall pay the Village an annual franchise fee of \$15,500 payable July 1 of each year during the contract term. The annual franchise fee shall be escalated each year after July 2024 by the same adjustment made to the residential waste collection fees.

How many special events per year?

Approximately 8, but we cannot specify a specific number because these can fluctuate for a variety of reasons. See Attachment A to this Addendum for more details for the prior year's special events.

How many standards, handicaps, handwash, recycling totes, event boxes for the special event(s)?

See Attachment A.

Explain current Xmas tree program.

During the month of January, one day a week and usually on Wednesdays, residents put their Christmas trees at the curb for pick up.

How many Sharp Kiosk are supplied per year?

Currently there is one at Village Hall. It is serviced approximately 2 times per month. Proposers should indicate the extra cost per household per month in their final proposal for having one sharp kiosk at the village hall. The Village may ultimately decide to enroll in SWALCO's sharps program which would relieve the hauler from providing the service under the agreement.

When will we get the yearly sticker revenue?

Waste Management informed the village it sells approximately 15,000 stickers per year but it can't separate the Village's sticker sales from Warren Township's sticker sales. The

current sticker cost is \$2.64 per sticker resulting in total revenue of approximately \$39,600. There are 942 landscape waste subscribers who pay \$91.38 per year for a total of \$86,080. The number of subscribers is for the Village only.

What is the expected billing cycle, every three months or four months?

Billing should be done every 3 months.

Is the Village trying to get more residents to bag their leaves for the fall leaf vac season?

The village does encourage residents to bag their leaves to ensure they all get collected during the bad weather times. Most residents have not changed their behavior and do not bag the leaves.

How many leaf vac passes is the hauler expected to make for each home?

The leaf vac season is an 8 week effort, each side of the village is collected 4 times each during the 8 week period, meaning each home is provided 4 passes.

Will the village still accept a proposal if leaf vac service is not offered?

Yes, the village will consider a proposal without leaf vac services, but be aware that the residents and village board have become used to this service and like it.

Do we have to submit paper copies, is electronic only ok?

See the amendment section above, yes, electronic versions only are acceptable.

Will the village extend the deadline for proposals?

No, the deadline remains 12 pm on December 22, 2023.

Is the village open to changing the days that collection services are provided?

Yes, the village will consider proposals that include different days of collection than currently provided.

Is there a specific annual Licensing fee outside of the annual \$15,500.00 franchise fee?

There is no licensing fee outside of the annual franchise fee of \$15,500.