



CITY OF SNOHOMISH

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REQUEST FOR PROPOSAL (RFP) ADDENDUM

SOLID WASTE COLLECTION SERVICES

ADDENDUM NO: 1

DATE OF ADDENDUM: October 20, 2023

PROPOSAL SUBMITTAL DEADLINE: December 19, 2023 (5:00 p.m. Pacific Time)

RFP REVISIONS

The attention of all prospective service providers on the above project is directed to the following revisions to the Request for Proposals.

Page 2, Scope of Work will be revised as follows:

SCOPE OF WORK

The City of Snohomish is seeking qualified firms to submit proposals for solid waste collection services within the City Service Area. These services include but are not limited to:

- Single-family residential garbage, recycling, and organic waste collection.
- Multifamily residential and commercial garbage, recycling, and organic waste collection.
- Collection and disposal of solid waste collected during annual city centralized cleanup event.
- Includes the collection and removal of city property waste in proposed residential and commercial rates.
- Implement an ongoing educational program for residents and businesses to enhance recycling awareness and inform them of composting updates.
- **Promote, educate and engage the local businesses and visitors on the importance of recycling. Describe methods and tools that will be used.**
- **Manage solid waste, recyclables, and organic materials effectively. Describe plan for sorting, collecting, and processing these materials.**
- **Historic Business District Services**
 - **Comprehensive management of solid waste, recycling, and organic materials.**
 - **Approach to adapting collection frequencies during peak and off-peak periods due to varying levels of tourism activity throughout the year. Receptacle containers may differ; we are considering Big Belly receptacles.**
 - **Provide strategies and initiatives for promoting recycling within the District, including any outreach or education programs.**

- Compliance with all applicable federal, state, and local regulations.

Service providers will address all items listed above as the Scope of Work in the base proposal. Include in the base proposal a clear breakdown of proposed waste collection schedules, distinguishing between regular periods and peak tourism seasons.

Page 3, Submittal Process will be revised as follows:

SUBMITTAL PROCESS

The proposal must be electronically submitted to heaton@snohomishwa.gov by 5:00 pm on December 19, 2023. Late submissions will not be considered. Please use "Solid Waste Collection Proposals" as the subject line for your email.

The submittal shall be limited to ten 8½" x 11" pages, double-sided, using a minimum text font size of 11, which will include a cover letter, understanding of services to be provided, demonstration of the firm's knowledge and experience, and all information requested in the RFP. Identify proposed team members, qualifications of all key personnel proposed for this service. City may reject the proposal or contract award to the selected firm if there is a replacement of the firm's project lead and key personnel identified in the proposal.

ATTACHMENTS

To assist prospective bidders in their preparation, the following attachment is included with this addendum:

1. Historic Business District Map: Highlighting high tourism traffic areas and the locations of existing waste receptacles for efficient waste collection route planning (subject to change).

DEADLINE EXTENSIONS

There is no extension to the deadline. **All proposals are due by December 19, 2023, at 5:00 pm.**

ACKNOWLEDGEMENTS

All prospective bidders are required to acknowledge receipt of this addendum by October 30, 2023, by 10:00 am.

Please send your acknowledgement to heaton@snohomishwa.gov.

CONTACT INFORMATION

For any questions or clarifications related to this addendum, please contact:

Nova Heaton, Public Works Director

Email: heaton@snohomishwa.gov

Phone: (360) 282-3187

DISTRIBUTION

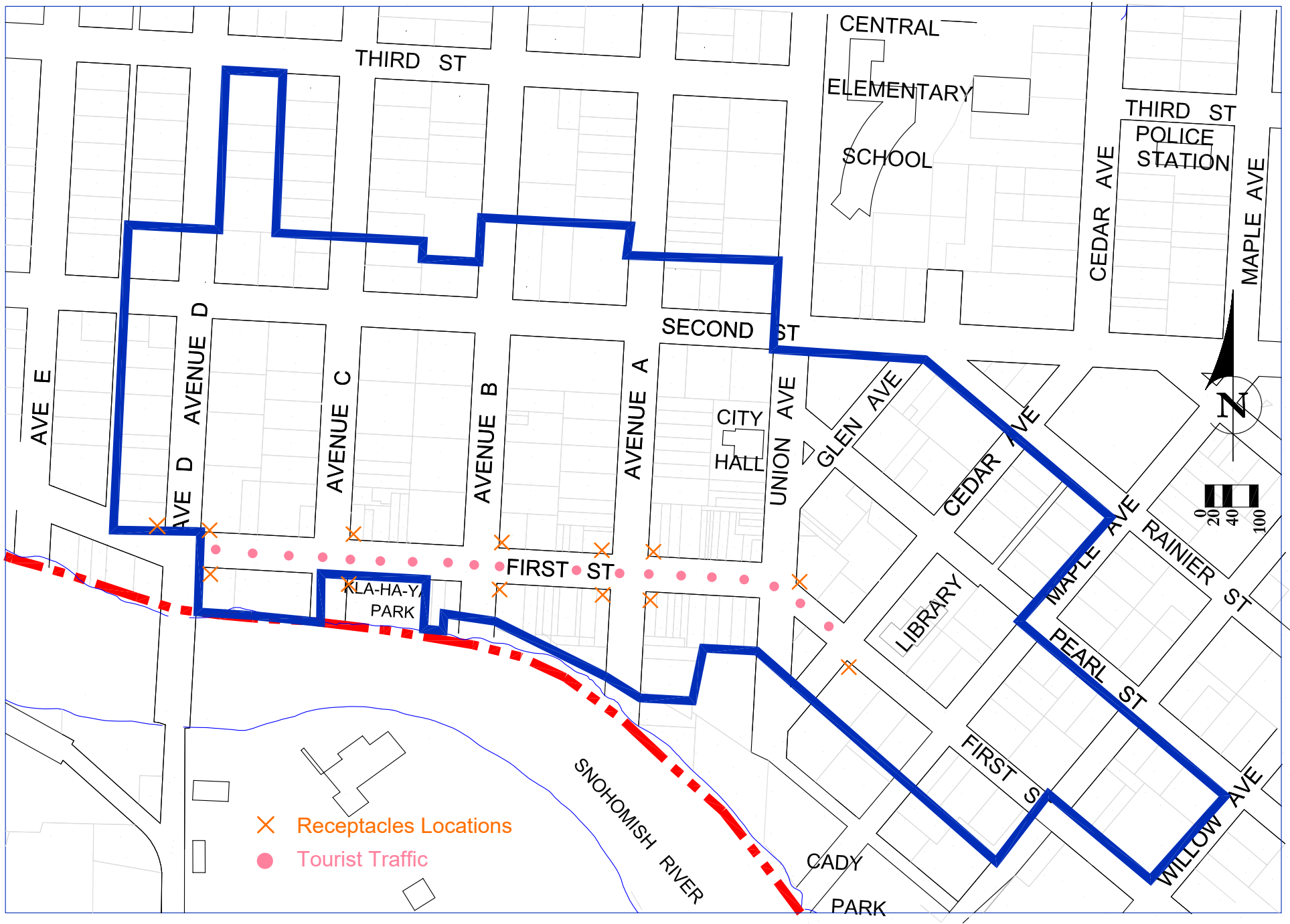
This addendum shall be distributed to all prospective bidders who received the original RFP and will be posted on our organization's website. It is the responsibility of each bidder to ensure they have received and reviewed this addendum before submitting their proposals.

LEGAL LANGUAGE

This addendum is binding and should be considered an integral part of the original RFP. All terms and conditions outlined in the original RFP remain in effect unless expressly modified by this addendum.

We appreciate your attention to this addendum and look forward to receiving your updated proposal by the submission deadline. Your expertise and collaboration are valued in helping us address this critical waste management challenge in our Historic Commercial District.

Addendum #1-Solid Waste Collection RFP



HISTORIC BUSINESS DISTRICT