



City of Normandy, Missouri  
Request for Proposals (RFP)

**Addendum #2**

**Issued: 5/15/2024**

Single Family Solid-Waste Provider

Submission Due: 5/22/2024

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## 1. Addendum #2

### NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal. (deletion of words or phrases are shown as ~~strike throughs~~ and additions shown underlined in red.)

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#### Section 4.6 on page 12 of original RFP

##### Amendment:

4.6. [Section left intentionally blank] ~~4.6. Base Bid Item #2 – Monthly Special Single Family Services~~  
Contractor shall provide each special pick up type listed below at least once monthly at a designated time. These monthly pick ups shall be billed to all residents subject to Single Family Residential Services.

~~4.6.1. Base Bid Item #2A – Appliances: shall be defined as major appliances and any other items that can't be disposed of in landfills, not including hazardous waste.~~

~~4.6.2. Base Bid Item #2B – Furniture: shall be defined as bookshelves, desks, sofas, chairs, etc. that can be handled by two people.~~

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#### Section 4.5 on page 12 of original RFP

##### Amendment:

#### 4.5. Base Bid Item #1 - Single Family Residential Services

The following items are included with Base Bid Item #1. These services are included with collection and shall not be billed separately.

##### 4.5.1. Solid Waste, Recycling, and Yard Waste Pick-up

The Contractor shall provide for the collection, removal and disposal of solid waste, recyclables, and yard waste from all Single-Family Properties within the corporate limits of the City of Normandy. There shall be at least one collection per week for solid waste, yard waste, and recyclables from the premises. All solid waste, yard waste / compostable material, and recyclables collected shall be immediately removed by the Contractor from the City of Normandy. Co-mingling of solid waste, yard waste/compostable material, and recyclables will not be allowed. The purpose of this bid item is to establish costs for all potential service and containers for each year of the contract. All “Base Bid” items shall be billed directly to the resident.

##### 4.5.2. Valet Service for Elderly and Disabled

The Contractor will be required to provide valet service to those residents who have presented proof to the City of a disability and do not live with an able-bodied occupant. Those receiving valet services must have their Contractor owned container in their driveway visible from the street to receive valet services. The City currently has 8 dwellings enrolled in this service with the current single-family solid waste provider.

##### 4.5.3. Oops Tag Program

The Contractor shall perform spot inspections of roll away carts or resident provided containers (excludes dumpsters) and utilize an “Oops” tag system to notify Single-Family Properties of contaminated recycling. Tags to include specific feedback to prevent contamination. Cart will not be emptied when an Oops is issued until issue contamination is resolved.

##### 4.5.4 Monthly Bulk Pick-up

Contractor shall provide bulk pick-up of Appliances and Furniture at least once monthly to each resident on a pick-up day designated by the Contractor. Contractor may require residents schedule said pick-up in advance. Appliances shall be defined as major appliances and any other items that cannot be disposed of in landfills, not including hazardous waste. Furniture shall be defined as bookshelves, desks, sofas, chairs, etc. that can be handled by two people. Contractor may limit bulk pick-up to one (1) furniture item and (1) Appliance a month for each dwelling. Contractor may limit the weight of items so that they can be handled by two people safely.

**AMENDMENT: Section 5 Bid Form of the Original RFP**

The Bid Form of the Original RFP in Section 5 of the RFP is hereby deleted. Bidders should replace it with the following revised bid form:

**5. BID FORM (REVISED 5/15/2024)**

BID TIME \_\_\_\_\_

BID DATE \_\_\_\_\_

TO: THE CITY OF NORMANDY

The bidder declares that they have had an opportunity to examine the site of the work and they have examined the Bid Documents (defined as the Instructions to Bidders, Specifications, and Description of Services) therefore, and that he has prepared their proposal upon the basis thereof, having carefully examined the site and having read and understood all the Bid Documents, including Addenda, and being familiar with the local conditions affecting the work, hereby proposes to furnish all labor, materials, equipment, and services required for the performance and completion of said project in accordance with the said Contract Documents for the following itemized bid.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

(Seal)

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Telephone Number)

**ITEMIZED BIDS (REVISED 5/15/2024)**

**Base Bid Item #1 – Single-Family Residential Services**

In the spaces below please indicate a dollar amount for a rate of monthly service, as described in Base Bid Item #1, that would be billed to each Single-Family Dwelling under the Contract. This monthly amount should account for all services that shall not have direct cost under the Description of Services outlined in the Bid Documents, including Courtesy Items #4 and #5. THIS SHOULD INCLUDE COST FOR MONTHLY BULK PICK UP DEFINED IN BASE BID ITEM 4.5.4

*Weekly Solid Waste, Recycling, Yard Waste Collection AND MONTHLY BULK PICKUP*

Year 1 (Dec 2024 – Dec 2025) - \_\_\_\_\_ Monthly per dwelling

Year 2 (Jan 2026 – Dec 2026) - \_\_\_\_\_ Monthly

Year 3 (Jan 2027 – Dec 2027) - \_\_\_\_\_ Monthly

Year 4 Mutual Extension (Jan 2028 – Dec 2028) - \_\_\_\_\_ Monthly

Year 5 Mutual Extension (Jan 2029 – Dec 2029) - \_\_\_\_\_ Monthly

**Base Bid Item #2 – [Left Intentionally Blank]**

**Base Bid Item #3 – Containers**

Please attach a letter explaining bidder’s plan for use or replacement regarding solid waste and recycling containers for the start of the service period. Please also indicate prices for the following services relating to containers:

*Additional Solid Waste and/or Recycling Cart per unit (Monthly Price)*

Year 1 (Dec 2024 – Dec 2025) – Solid-Waste \_\_\_\_\_ Recycling \_\_\_\_\_

Year 2 (Jan 2026 – Dec 2026) - Solid-Waste \_\_\_\_\_ Recycling \_\_\_\_\_

Year 3 (Jan 2027 – Dec 2027) - Solid-Waste \_\_\_\_\_ Recycling \_\_\_\_\_

Year 4 Extension (Jan 2028 – Dec 2028) - Solid-Waste \_\_\_\_\_ Recycling \_\_\_\_\_

Year 5 Extension (Jan 2029 – Dec 2029) - Solid-Waste \_\_\_\_\_ Recycling \_\_\_\_\_

**Base Bid Item #4 – Miscellaneous Fees and Charges**

**Late Fees:** \_\_\_\_\_

**Bad Debt Collection/Reactivation Fees:** \_\_\_\_\_

**Container Exchange/Replacement Fees:** \_\_\_\_\_

**Other (please specify):** \_\_\_\_\_

**Other (please specify):** \_\_\_\_\_

**Value-Add Items**

The City will consider any “Value-Add” items the Contractor wishes to propose during evaluation of the bids. Value-Add items may include sustainable or innovative practices that provide added benefits to the public, or opportunities for further reduction of cost. For example, value add items could include cost reductions for low recycling contamination rates, discounts for auto-pay customers, or the utilization of electric vehicles.

Does the Contractor propose any Value-Add items? \_\_\_\_\_

If yes, please attach a sheet clearly identified as such to the bid submittal.

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
Printed Name / Title

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax #

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
E-mail address

**[END OF REVISED BID FORM 5/15/2024]**

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**Amendment: APPENDIX C – Contractor’s Affidavit For Public Construction Project**

This section is hereby deleted in its entirety. Submission of Appendix C is not required for a complete bid.

END OF ADDENDUM #2