

Addendum No.: 1 to the following Invitation to Bid (ITB):

Rental – Trash and Recycle Containers and Compactors

DMS-19/20-004

Date: March 24, 2020
To: Prospective Respondents to ITB No.: DMS-19/20-004
From: Caitlen Boles, Procurement Officer
Subject: Respondent Questions and Department Answers

The Invitation to Bid, ITB No: DMS-19/20-004, is hereby amended as follows:

- Attachment D – Price Sheets, is hereby deleted in its entirety and is replaced with Attachment D – Revised Price Sheets, attached as part of this addendum.
- Section 2.3, Timeline of Events, the table is hereby amended as follows:

Timeline of Events	Event Time	Event Date
ITB posted on the VBS.		2/18/2020
Optional Site Visits (Attachment C – Facility List and Site Visits) (Contact Facility Manger to schedule)		2/24/2020 – 3/9/2020
Deadline to submit questions to the Procurement Officer.	3:00 p.m.	3/17/2020
Department's anticipated posting of answers to Bidders' questions on the VBS.		3/24/2020
Deadline to submit Bid and all required documents to the Procurement Officer.	2:30 p.m.	3/31/2020 5/5/2020
Public Opening. Conference Room 109 4050 Esplanade Way Tallahassee, Florida 32399-0950	4:00 p.m.	3/31/2020 5/5/2020

Timeline of Events	Event Time	Event Date
Anticipated date to post Notice of Intent to Award.		4/7/2020 5/18/2020
Anticipated contract start date.		8/1/2020

Enclosures:

Questions and Answers Exhibit
Attachment D – Revised Price Sheets

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Invitation to Bid (ITB)

Rental – Trash and Recycle Containers and Compactors

DMS-19/20-004

Addendum No. 1 Questions and Answers Exhibit

The Department’s responses to timely submitted questions are below.

Question Number	Section	Page Number	Question	Response
1	ITB, Section 1.2	4	Section 1.2 (background information) states that each trash and recycle container are emptied as part of the facilities utilities. Please confirm if this contract is only for the monthly rental of recycle containers and does not include disposal or pick up of material for recycling.	This solicitation is for the rental of trash and recycle containers and compactors. It does not include disposal or pick up of material for recycling.
2	ITB, Section 2.8	7	Section 2.8 (Diversity) states the Department is dedicated to fostering continued development and economic growth of minority, veteran and women owned businesses. Please confirm is there is any bid preference for minority, veteran or women owned businesses wishing to respond to this solicitation as a prime.	In accordance with 287.057, Florida Statutes, if two equal responses to a solicitation are received and one response is from a certified minority business enterprise, the agency shall enter into a contract with the certified minority business enterprise.
3	Attachment A, Statement of Work		Please confirm that DMS will be removing any/all existing containers and/or compactors from the locations prior to the arrival of the new equipment. What is the protocol that exists if/when the new equipment arrives on site and the existing equipment has not yet been removed.	In accordance with the Statement of Work, Section 6. Transition Plan, should the incumbent Contractor not be selected, a coordination meeting will be held with both the incumbent and newly selected Contractor for the intended replacement of all existing equipment.

Question Number	Section	Page Number	Question	Response
4	Attachment A, Statement of Work		Please confirm the time frame that DMS will provide for the new containers and/or compactors to be installed.	In accordance with the Statement of Work, Section 6. Transition Plan, this will be confirmed at the transition coordination meeting should the incumbent Contractor not be selected.
5	Attachment A, Statement of Work		Please confirm if there are any time restrictions with respect to access to the DMS sites. For example: 8:30AM to 4:30PM Monday to Friday only.	Access to the DMS sites will be 8:30AM to 4:30PM Monday through Friday only.
6	Attachment A, Statement of Work		Is this solely for the trash and recycling equipment? Are there any parts of this bid that require trash or recycling hauling?	In accordance with Attachment A – Statement of Work, this Bid is solely for trash and recycling equipment and maintenance.
7	Attachment A, Statement of Work, Section 2		Is replaced equipment (FEL & Compactors) removed by DMS prior to delivery, installation and set-up?	The incumbent Contractor will remove all existing containers prior to the installation by a new Contractor, should the incumbent Contractor not be selected.
8	Attachment A, Statement of Work, Section 2.5	2	Does DMS have equipment Preventative Maintenance and Repair Service requirements?	No, however, the containers shall adhere to the requirements in Attachment A, Statement of Work, or the Department of Management Services will request the equipment to be repaired or replaced.
9	Attachment A, Statement of Work, Section 6	4	Does DMS have proposed timeline to deliver, install, test and activate NEW equipment? (ie: 15 working days? 20 working days?)	The Department of Management Services intends the delivery, installation and testing of new equipment to maintain continuity of services.
10			Are there electrical disconnect schematics available to confirm Building Voltage and Power requirements for new compacting equipment? (various compactor electrical boxes and power units are unmarked).	No. Field verification will need to be conducted by those vendors wishing to bid.
11			Will DMS provide on-site Building Electrician to hook-up new compacting equipment?	The Contractor will be responsible for hiring their own electricians to hook up new compacting equipment.
12			Will Compactor concrete pad areas be pressure washed prior to installation of NEW equipment?	It is not anticipated the concrete pad areas will be pressure washed prior to installation of new equipment.
13	Attachment A, Statement of	2	How does DMS currently process repairs, equipment deficiencies and safety checks?	The Department of Management Services' Contract Manager oversees the contract in conjunction with the

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	Work, Section 2.5			Facility Manager at each facility. Please refer to Attachment A, Statement of Work, Section 2.6.
14			What Environmental Management System (EMS) is in place that drives financial savings and carbon-foot print reductions for compacting equipment?	At this time, there is no Environmental Management System managed by the Department of Management Services with regard to compacting equipment.
15			Can State of Florida DMS share Front Load container (FEL) and compactor service schedules (with volumes) in order to properly right size new/replacement equipment? Service activities with volume include: - weekly pick-up schedules per building - compactor loads hauled per year/per month - facility material weight &/or tonnage per load - extra pickup requests for seasonal activity	The containers listed in Attachment D – Price Sheets currently meet the Department of Management Services’ needs.
16			Is State of Florida exempt from sales and use tax on monthly equipment rental?	The State of Florida is exempt from sales and use tax. The Department of Management Services will pay the awarded Contractor the prices listed on Attachment D – Price Sheets.
17			Will DMS consider alternative pricing for sustainable environmental equipment rental and service?	This Invitation to Bid does not contemplate pricing for sustainable environmental equipment rental and service.
18			Are State of Florida waste/recycling equipment pick-up services bid separately? (excluding City of Tallahassee franchised Solid Waste Department requirements)	The Department of Management Services’ waste/recycling pick-up service is included in utility expenses.
19			Will DMS provide security clearance for installation of NEW compacting equipment at the State Capitol?	Access will be permitted to the awarded vendor to install equipment at all facilities listed in Attachment C – Facility List and Site Visits.
20			Will DMS still hold March 31, 2020, Public bid opening at 4pm ET in Conference Room 109, 4050 Esplanade Way, Tallahassee, Florida 32399 in light of COVID-19 Pandemic?	Refer to Item 2, of this Addendum.

Question Number	Section	Page Number	Question	Response
21			<i>Can DMS provide the make, model and style of 96 gallon totes utilized with existing compactor cart tippers? (Cart tippers located at State Capitol, Department of Revenue, Department of Health, Gunter, Pepper, Public Service Commission, Turlington)</i>	The Department of Management Services is unable to confirm.

End of Addendum No.: 1

To the extent this Addendum gives rise to a protest, failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

Any protest concerning this agency decision or intended decision must be timely filed with the Agency Clerk. Protests may be filed by courier, hand delivery, or regular mail at: Department of Management Services, Office of the General Counsel, Attention: Agency Clerk, 4050 Esplanade Way, Suite 160, Tallahassee, Florida 32399-0950. Protests may also be filed by fax at 850-922-6312, or by email at agencyclerk@dms.myflorida.com. It is the filing party's responsibility to meet all filing deadlines.