

**Los Angeles Community College District
Request for Proposals (RFP) No. 20-03
Solid Waste and Recycling Services
Addendum No. 3**

**Questions Received from Interested Vendors and LACCD Responses
Includes Clarifications to the RFP
June 29, 2020**

Questions received by The District before the established deadline of 12:00 Noon on Monday, June 22, 2020 are listed below in **boldface** type. The District's responses, where available, are shown immediately following each question. In some instances, the responses include clarifications to the Request for Proposals. Please read carefully, please ensure the responses are accounted for in your proposal (as applicable), and please acknowledge this any other posted Addenda in required Exhibit D to your proposal "Acknowledgement of Addenda."

There are three (3) Attachments integral to this Addendum No. 3 explained in the responses to certain questions. They are as follows:

Attachment No. 1 – Section III. Copy of Table 2 - Existing Service Levels by Facility.

Attachment No. 2 – Section XII. C. Corrected Cost Forms for East Los Angeles and Los Angeles Harbor Colleges.

Attachment No. 3 - Section XII. B. Corrected Unit Prices Form.

Thank you for your participation in this RFP!

1. Is this an all or nothing bid?

Response: The District is soliciting proposals from qualified solid waste and recycling service providers for all District Facilities (Please see the RFP, Table 1, page 4). Proposals for less than all facilities shall not be considered.

2. Will the hauler need to provide education and outreach?

Response: Yes. Please refer to the RFP, Section IV, Part B, Item 11 e) Public Outreach and Education.

3. What are the purchasing practices? Are there opportunities for source reduction in regards to cardboard?

Response: Neither purchasing practices nor source reduction of cardboard are within the scope of required services. Please refer to the Required Services stated in the RFP, Section IV, Part B.

4. What are the limitations of the custodians based on their union descriptions?

Response: Limitations of custodians are based on staffing levels, not union descriptions.

5. Will the hauler need to service and maintain the compactors?

Response: Yes. The selected service provider will be responsible to service and maintain the compactors.

6. Will the hauler need to provide recycling receptacle at the colleges?

Response: Please refer to the RFP, Section IV, Part B Required Services.

7. Will the custodial or maintenance staff be separating recycling?

Response: No. The selected service provider will be required to provide for the collection of recyclables.

8. What are the conditions of the union?

Response: There are no known conditions placed on this RFP by any union.

9. Are there opportunities to transfer equipment internally between campuses? (Unused compactors and roll off containers)

Response: Inter-college transfers of District-owned equipment would need to be arranged with the respective colleges.

10. Can event waste be contracted out to tenants or will the District be responsible for all tonnages from events?

Response: Please see the answer to Question 14 below.

11. Expand on alternate fuel vehicles required for service – does that include scout?

Response: The requirement for alternative fuel vehicles does not include scout trucks.

12. Will the selected hauler provide containers for kitchens, dining & common areas to collect recycling and organics? Will material in container be transported to end destination by school staff?

Response: Please refer to the RFP Section IV, Part B Required Services and Part C General Conditions.

13. If School overfills containers, will the service provider clean up messes and take additional materials for zero additional charge?

Response: Please refer to the RFP Section B Required Services, Part 9. Cleaning (page 12).

14. Page 17, the District requests services for events at no additional cost. Is it possible to get a list of suggested events and levels of service?

Response: This matter is clarified as follows:

Section IV, Part B, Item 11 a) Additional Services of RFP No. 20-03 has been revised to the following:

b) Additional Services at No Cost

As part of the consideration for entering into this Agreement, SERVICE PROVIDER shall provide the following three (3) additional services at no charge, and shall not adjust its rates to the District to offset costs incurred in providing any of the services listed below:

~~The SERVICE PROVIDER shall provide additional bins and/or services when requested by District Representative, (e.g., Special Events, Athletic Events, etc.).~~

1. Additional Service at No Cost:

SERVICE PROVIDER shall work with the colleges in identifying and resolving continual problems with inadequate capacity or overflowing condition of bins or bin enclosures, and/or other unsanitary conditions caused by the college. District is responsible for the maintenance of the bin enclosures. SERVICE PROVIDER is responsible to inform the District of any maintenance issues associated with the bin enclosures, such as fencing, gates, graffiti, vandalism, etc.

2. Additional Service at No Cost:

SERVICE PROVIDER shall respond to calls from the District to dispose of bulky items and other solid waste as result of illegal or unauthorized dumping occurring within the District limits. It is the parties' expectations that this service will occur on a relatively infrequent basis, and, accordingly, if this service becomes necessary at a level exceeding SERVICE PROVIDER'S expenses, the District shall meet and confer with the SERVICE PROVIDER in

good faith to evaluate the level of additional compensation to which the SERVICE PROVIDER may be entitled for such additional service.

3. Additional Service at No Cost:

At the request of the Facility Representative, the SERVICE PROVIDER shall participate in and promote recycling and other diversion techniques at District events ~~and local activities~~. Such participation would normally include providing, without additional cost to the District, educational information promoting the goals of the District's recycling programs.

Not included in this section are solid waste and recycling services for events which are additional cost items. Please refer below to Section h) Events.

Section IV, Part B, Item 11 h) Events of RFP No. 20-03 has been revised to the following:

h) Events

The SERVICE PROVIDER shall provide service for the collection of waste, recyclables and organics at events, special events, athletic events, etc. that take place at the facilities of the colleges. The SERVICE PROVIDER shall provide these services on an on-call, as-needed basis, and may charge an additional fee for such.

15. Under the same section, the District requests collection of bulky items that were disposed of illegally within the "District limits". Was this intended to be within the "District Property Limits"?

Response: This is intended to indicate within the District Property limits and the RFP is so clarified.

16. Page 18, is the District seeking for the service provider to also empty the containers into the compactor? Or will the District staff do that?

Response: The service provider is not responsible for emptying containers into compactors.

17. Can it be recommended that the District point out to the service providers which locations are subject to the Los Angeles City Franchise Fee of 10%?

Response: The District is exempt from the City's trash hauling program.

18. Page 8, Containers: "Service provider shall IMMEDIATELY replace or repair damaged containers..." What is the timeframe for repair?

Response: Damaged containers shall be replaced within 48 hours.

19. How much notice will be provided for event services collection or bulky item collection?

Response: The service provider will be notified 48 hours prior to an event or bulky item collection.

20. Can the District provide reasons for all terminated and lost business over the past 36 months? (Reasons, names, address, email & phone number)

Response: It is not known what is being referred to here - other than business lost during the COVID-19 outbreak and for which the District does not have a listing of the businesses affected due to the required closure of the nine colleges.

21. Please provide a draft agreement.

Response: Please refer to the RFP Exhibit G Standard Personal Service agreement.

22. Please provide a definition of recyclables.

Response: Please refer to the RFP, Section I - Definitions.

23. Is the hauler to provide a list of proposed acceptable recyclable materials?

Response: The service provider may propose a list of recyclable materials.

24. Is there a mechanism for contamination charge?

Response: No. Such charges are not currently budgeted for by the colleges.

25. The term of the agreement is for one year with up to four additional, consecutive extension years. Within this maximum five year term, are there provisions to adjust rates? If so, what is the methodology? Examples: Bureau of Labor Statistics Index for Garbage and trash Collection? Extraordinary and/or Uncontrollable cost increases. Regulatory changes impacting

cost? Federal, State, or Local tax/fee changes associated with the scope of work defined in the contract? Other defined rate escalation methodologies?

Response: Potential vendors are required to identify costs for services including any annual increases in their proposals. Increases should be shown as a percentage increase annually and justified through factual basis such as the Consumer Price Index.

26. Please provide a site map of each location, with either bin or compactor placement, quantities, etc.

Response: Maps of each college are available from their respective web sites. Locations of bins and compactors are subject to change and could be arranged with each college after the agreement resulting from the RFP is established.

27. Page 6, Table 2 has existing service levels by facility however the facility names have been redacted- please provide this information which includes the site/ facility name

Response: Although this might be a technical problem experienced by the entity that submitted this question, a copy of Table 2 is included as Attachment 1 to this Addendum No. 3.

28. For those locations that have operational cardboard balers, please confirm if the agreement will cover the cardboard bales or whether a 3rd part hauler will continue to pick up the cardboard?

Response: All waste, recyclables, and organic materials generated at District facilities are to be serviced by the selected service provider. No 3rd party haulers will continue to collect materials at the District facilities.

29. There are several locations with construction either currently or slated to begin through the term of the agreement, please confirm if the C&D material will be part of this agreement upon award.

Response: Major construction projects for new buildings or the modernization of existing buildings funded through the District's Bond program shall not dispose of waste in containers provided by the vendor selected through the RFP. However, the Maintenance and Operations Department and the Facilities Department at each college may have small scale construction projects that generate materials for disposal as part of the agreement.

30. In Section 9, page 12 there is mention of enclosure Cleaning--- What process does the District currently have in place to discuss

enclosures that are continually overloaded and review the causes of such overflow?

Response: Please refer to the RFP, Section 9, Part B, Item 9 Cleaning.

31. Additionally, what vector control processes does the District have in place especially around existing organics carts or bins?

Response: (from each college)

Los Angeles City College (LACC): We use Pest Control Contractor Admiral Pest control which dispatches rodent traps and utilizes pesticides as a deterrent. The service is here once a week checking these areas and traps and on call to all disposal bins. These areas are also pressure washed by our staff on a by-weekly basis and as needed. We also have two pesticide certified employees who also treat these areas as well during the week as needed as a support to the contracted Admiral Pest Control company.

East Los Angeles College (ELAC): None other than county vector staff

Los Angeles Harbor College (LAHC): None. (We have a food digester for this waste, and it is totally enclosed)

Los Angeles Mission College (LAMC): None.

Los Angeles Pierce College (LAPC): On the campus we currently only use non-poison traps if we see there is an issue, mostly this is only in place around certain buildings. At the food court we installed critter proof cans.

Los Angeles Southwest College (LASC): No organic carts or bins.

Los Angeles Trade Technical College (LATTTC): Contracts with Orkin Pest Control.

Los Angeles Valley College (LAVC): No vector issues around existing organics carts or bins

West Los Angeles College (WLAC): Uses Orkin for vector control.

Van de Kamp Innovation Center (VDK): No organics carts or bins. No vector control at trash area.

32. Can the District please provide the pricing sheets to proposers via Excel format?

Response: The Cost Forms are provided in Section XII Part A of the RFP. Proposers may work up the information needed to complete the forms using Excel software – and to then transpose the result into the Cost Forms provided. The District will not make the Cost Forms available formatted in Excel. Proposers shall not submit Excel files in-lieu-of the Cost Forms.

Please Note: Typographical errors are in the RFP, Section XII. A. Cost Forms. No space was provided for listing prices for the optional scout service for East Los Angeles College (ELAC) and Los Angeles Harbor College (LAHC). Corrected Cost Forms that provide space for bidders to complete are found as Attachment 2 to this Addendum No. 3. Please use these corrected forms for these two colleges. The other Cost Forms included in the RFP for the other colleges are correct.

33. What the current cost per college as listed on the bid sheets? (monthly rate, haul rate, disposal per ton)

Response: The District declines response to this request.

34. Is there a forklift available for moving baled cardboard into containers for pick up?

Response: There might be forklifts at the colleges, however policy does not allow for anyone other than very specific and trained District staff to operate such equipment.

35. Is the District being charged a contamination fee for recycle loads that are contaminated?

Response: No

36. Is the District receiving rebates on metal loads?

Response: No. There is no coordinated recycling program currently. Colleges independently might currently participate in incentivized efforts to recycle metals.

LOS ANGELES SOUTHWEST COLLEGE

37. How early can the hauler be on campus to provide service?

Response: Please refer to the RFP Section IV. Service Specifications and Requirements, Part B, Item 3 Pick Up Times and Restrictions.

38. Who owns the compactors and balers (at all colleges)?

Response: (from each college)

- LACC has one compactor that is owned. LACC owns and operates one cardboard baler.
 - ELAC has one compactor that is owned. ELAC owns and operates one cardboard baler.
- LAHC has two compactors that are both owned. LAHC owns and operates one cardboard baler.
- LAMC has one compactor that is owned. LAMC owns and operates one cardboard baler.

- LAPC has one compactor that is owned. LAPC owns two cardboard balers. One at the bookstore which is operational. The other is at Facilities, Maintenance and Operations which requires a power connection to become operational.
- LASC has one compactor that is owned. LASC owns and operates one cardboard baler.
- LATTC has one compactor that is owned. LATTC owns and operates a cardboard baler.
 - LAVC has one compactor that is owned. LAVC owns and operates one cardboard baler.
- WLAC has two compactors that are both owned. WLAC owns one cardboard baler that is not used. Instead, a bulk green solar compactor is used for all recyclables. The current hauler takes and empties the bulk green recycle compactor once per month.
 - VDK does not have a trash compactor nor a cardboard baler.

39. How many cardboard bales are generated and how frequent is collection?

Response: This information is not available

40. Is the college looking for alternative bids to scout service?

Response: Optional scout service costs are to be indicated on the cost forms.

Please Note: The form provided in the RFP, Section XII. B. Unit Prices is incorrect due to typographical error. Please use the corrected Unit Prices form found in Attachment 3 to this Addendum No. 3 that includes other types of equipment related to the optional scout service.

41. Are there alternative locations where bins can be placed to avoid scout service? (alternative bid)

Response: Alternative locations might be determined working with the college on a case by case basis after the agreement is implemented.

42. What additional buildings will be constructed within the duration of this contract?

Response: Additional buildings to be constructed can be found on the web site for the District's building program www.BuildLACCD.org.

LOS ANGELES HARBOR COLLEGE

43. Does the dehydrator product go in the trash?

Response: The food digester mixes water and enzymes which liquifies all food waste which is drained into the grease interceptor, then goes to the sewer.

44. How often are the two C&D bins serviced?

Response: Please refer to the RFP Section III Existing Solid Waste and Recycling Services – Table 2. Existing Service Levels By Facility.

45. Does the college use only internal staff janitorial and maintenance or contracted?

Response: This information is not available.

46. Does the college use student labor for any of the waste management programs?

Response: This information is not available.

47. How does the college want waste managed during the weekly, Sunday Swap Meet?

Response: The college will manage waste at the swap meet as we have done in the past with trash gondolas being towed to the trash compactor.

48. Does the college want a food waste program for the weekly, Sunday Swap Meet?

Response: The college does not want a food waste program for the swap meet, unless this is some sort of mandatory state requirement.

49. What additional buildings will be constructed within the duration of this contract?

Response: See response to question 41.

50. Is it the intention that the truck wait on site while the bins are emptied into the compactor & then replaces the bins back to their assigned locations?

Response: The service provider is responsible to service the compactors and, as an option, to provide scout service for bins.

WEST LOS ANGELES COLLEGE

51. Does the cafeteria have a food waste program?

Response: Please refer to the RFP, Section IV, Part B, Item 10 District Facilities for a description of all existing programs.

LOS ANGELES VALLEY COLLEGE

52. How many cardboard bales are generated and how frequent is collection?

Response: This information is not available

53. Will one compactor be designated for recycling?

Response: Los Angeles Valley College has one compactor for trash.

LOS ANGELES PIERCE COLLEGE

54. Could the yard be used as a staging area to sort trash?

Response: No this area is not large enough.

55. How many custodians are on staff?

Response: This information is not available.

56. What is the building located next to the large enclosure and cafeteria?

Response: The 600 building.

57. How often is the compactor serviced?

Response: Please refer to the RFP Section III Existing Solid Waste and Recycling Services – Table 2. Existing Service Levels By Facility.

58. How is waste handled for the Flea Market?

Response: The people that run this operation provide a container and remove all their waste from our property.

59. Is the C&D roll-off temporary?

Response: Please refer to the RFP Section III Existing Solid Waste and Recycling Services – Table 2. Existing Service Levels By Facility.

60. Will all waste streams be hauled to the maintenance yard?

Response: The regular campus waste is all brought to the compactor in the FMO yard. Green waste is brought to a location outside the FMO yard and placed in a "Roll Off". We would plan to bring all recycle containers to one area by the FMO yard for pick up by the vendor.

61. Will the college be using their scout truck for all waste on the campus?

Response: We plan to continue to use this truck to move the trash & recycle containers to the specified location in or next to the Facilities Maintenance and Operations yard.

LOS ANGELES MISSION COLLEGE

62. Does the campus have recycling receptacles?

Response: Please refer to the RFP Section III Existing Solid Waste and Recycling Services – Table 2. Existing Service Levels By Facility. For a description of existing services, please refer to the RFP Section IV, Part A, Item 10.

63. Is there opportunity to use the 2nd compactor?

Response: The college responds there is one compactor.

64. Is the dehydrator used to manage the food waste?

Response: No. The dehydrator only receives limited non-meat waste from the kitchen. General food waste from the consumer side is not captured here nor is meat. This is because the dehydrated product is used as mulch in the garden by the Culinary staff.

65. Does the dehydrator product get thrown away?

Response: The dehydrated product is used for garden mulch by the Culinary staff.

66. Who services the paper recycling?

Response: International paper is current picking up our cardboard, we do see some moneyback for this but we are not aware of a contract. We call they pick up and send a check.

67. How frequently were recycling bins serviced?

Response: For a description of existing services, please refer to the RFP Section IV, Part A, Item 10.

68. Was the college receiving payments for paper recycling?

Response: Please see the answer to question 66 above.

69. Who will responsible for hauling off excess bins from other haulers?

Response: The college will need to arrange with the owner of left-over bins to get them come pick up their equipment.

70. Would you be open to larger bins to save space?

Response: We have limited space, within the limits of space yes

71. Is the East campus wired for a compactor?

Response: There is an existing 120 volt/20 amp.

LOS ANGELES CITY COLLEGE

72. What level of bulky item collection is required for this campus? Frequency?

Response: Approximately two to three pick ups of full bins currently occurs annually. Bulky items in bins generally consist of things left on District property without authorization - such as furniture - and may also include scrap metal and wood that cannot be compacted. Bins are picked up on an as-needed basis.

73. Which bins are located in enclosures?

Response: The following locations have bins in enclosures:

1. Child Development Center (Child Care Facility) – one (1) rubbish four yard bin and one (1) recycle four yard bin.
2. The compactor and cardboard baler area.
3. The Herb Alpert Music Center - loading dock area - holds one (1) rubbish four yard bin and one (1) recycle food four yard bin.

EAST LOS ANGELES COLLEGE

74. What is the frequency of events on the campus?

Response: For a description of existing services, please refer to the RFP Section IV, Part A, Item 10. Please also see the answer to Question 14 above.

VAN DE KAMP INNOVATION CENTER

75. Do you want to continue to have locks on your roll-off?

- Response: No, locks are not needed.

76. Do you have food waste bins?

- Response: No.

77. Is there a need for the 6-CY size roll-off for recycling?

- Response: There is the need for a recycling container. The facility may be amenable to a different size other than the current six-yard size roll-off container.

Existing Service Levels by Facility

TABLE 2. EXISTING SERVICE LEVELS BY FACILITY

Facility	Material	Quantity	Size (CY ¹)	Service Frequency	Collection Type	CY per Week	Tons per Year
Los Angeles City College	MSW	1	40	As-needed	Compactor	NA ²	251
	MSW	8	3	1/week	Roll-off	24	NA
	Recycle	7	3	1/week	Roll-off	21	NA
East Los Angeles College	MSW	1	40	1/week	Compactor	40	326
	Recycle	1	40	1/year	Roll-off	3	6
	Green	2	40	As-needed	Roll-off	NA	84
	Green	1	10	As-needed	Roll-off	NA	
	C&D ³	2	40	As-needed	Roll-off	NA	3
Los Angeles Harbor College	MSW	1	40	1/week	Compactor	40	320
	MSW	1	40	As-needed	Roll-off	NA	NA
	Recycle	1	40	As-needed	Roll-off	NA	3
	Green	1	40	As-needed	Roll-off	NA	7
	Green	2	10	As-needed	Roll-off	NA	NA
	C&D	2	40	As-needed	Roll-off	NA	NA
Los Angeles Mission College	MSW	1	35	1/week	Compactor	35	145
	Green	1	30	As-needed	Roll-off	NA	7
Los Angeles Pierce College	MSW	1	40	2/week	Compactor	80	220
	Green	3	40	As-needed	Roll-off	NA	11
Los Angeles Southwest College	MSW	1	40	As-needed	Compactor	NA	112
	Green	1	20	As-needed	Roll-off	NA	32
	Green	2	40	As-needed	Roll-off	NA	
	Green	1	30	As-needed	Roll-off	NA	
Los Angeles Trade Technical College	MSW	1	40	1/week	Compactor	40	123
	MSW	3	40	As-needed	Roll-off	NA	71
	Wood	1	20	As-needed	Roll-off	NA	28
Los Angeles Valley College	MSW	1	30	As-needed	Compactor	NA	212
	Green	2	40	As-needed	Roll-off	NA	101
	Green	2	10	As-needed	Roll-off	NA	
West Los Angeles College	MSW	1	40	1/week	Compactor	40	160
	Recycle	1	40	As-needed	Roll-off	NA	61
	Green	2	40	As-needed	Roll-off	NA	NA
Corporate Center Drive Campus	MSW	2	3	4/week	Roll-off	24	NA
South Gate Education Center	MSW	3	3	3/week	Roll-off	27	NA
Van de Kamp Innovation Center	MSW	2	3	6/week	Roll-off	36	NA
	Recycle	1	6	1/week	Roll-off	6	NA
¹ Cubic Yard							
² Not Available							
³ Construction & Demolition							

Attachment 2 to Addendum No. 3 to RFP No. 20-03 Solid Waste and Recycling

Section XII. A. Revised Cost Forms for East Los Angeles and Los Angeles Harbor Colleges

Los Angeles Harbor College								
MATERIAL	COLLECTION TYPE	QTY	SIZE	FREQUENCY	MONTHLY RATE	HAUL RATE (PER PULL)	DISPOSAL RATE (PER TON)	RENTAL FEE (MONTHLY)
MSW	Compactor	1	40-cy	1/Week		\$	\$	
MSW	Compactor	1	40-cy	As Needed		\$	\$	
RECYCLE	Roll-Off	1	40-cy	As Needed	\$	\$		
C&D	Roll-Off	2	40-cy	As Needed	\$	\$		
GREEN					\$	\$		
FOOD					\$	\$		
					\$	\$		
					\$	\$		
					\$	\$		
TOTALS								
OPTIONAL								
MSW	Bin w/Scout	1	3-cy	1/week				
RECYCLE	Bin w/Scout	1	3-CY	1/week				

Attachment 2 (continued) to Addendum No. 3 to RFP No. 20-03 Solid Waste and Recycling

Section XII. A. Revised Cost Forms for East Los Angeles and Los Angeles Harbor Colleges

East Los Angeles College								
MATERIAL	COLLECTION TYPE	QTY	SIZE	FREQUENCY	MONTHLY RATE	HAUL RATE (PER PULL)	DISPOSAL RATE (PER TON)	RENTAL FEE (MONTHLY)
MSW	Compactor	1	40-cy	1/Week		\$	\$	
C&D	Roll-off	2	40-cy	As Needed	\$	\$		
RECYCLE	Roll-off	1	40-cy		\$	\$		
GREEN					\$	\$		
FOOD					\$	\$		
					\$	\$		
					\$	\$		
					\$	\$		
TOTALS								
OPTIONAL								
MSW	Bin w/Scout	1	3-cy	1/week				
RECYCLE	Bin w/Scout	1	3-CY	1/week				

Section XII. B. Corrected Unit Prices Form

UNIT PRICES					
MATERIAL	COLLECTION TYPE	SIZE	WEEKLY RATE	MONTHLY RATE	HAUL RATE (PER PULL)
MSW	Bin	3-cy	\$	\$	\$
MSW	Bin	4-cy	\$	\$	\$
MSW	Compactor	20-cy	\$	\$	\$
MSW	Compactor	30-cy	\$	\$	\$
MSW	Compactor	40-cy	\$	\$	\$
RECYCLE	Bin	3-cy	\$	\$	\$
RECYCLE	Bin	4-cy	\$	\$	\$
RECYCLE	Compactor	20-cy	\$	\$	\$
RECYCLE	Compactor	30-cy	\$	\$	\$
RECYCLE	Compactor	40-cy	\$	\$	\$
FOOD	Bin	3-cy	\$	\$	\$
FOOD	Bin	4-cy	\$	\$	\$
FOOD	Cart		\$	\$	\$