

Questions & Responses for ITB# 2025-01 Residential, Commercial Collection, Disposal of Solid Waste

(originally created 3/12/2025, updated 3/18/2025)

(Responses highlighted in **yellow**, **bolded** and underlined)

Question: Would the city please consider an extension of the ITB due date for 2 weeks with the new due date being on Thursday April 3, 2025? **NO.**

Question: When would be the new Contract Start Date? **JUNE 1, 2025**

Question: The ITB document seems to be unclear if the Contractor can submit a response that is a deviation/exception for the proposed collection specifications in the ITB and still be considered responsive? Can the Contractor only submit a bid response that is a deviation/exception from the original ITB collection specifications? **NO**

Question: Could a Contractor submit a residential collection response that utilizes Automated Sideloaded Vehicles to collect Contractor provided garbage carts? **YES**

Question: Whether residential garbage is collected in customer provided receptacles or Contractor provided carts, would this collection service only be for the Contents in the receptacle/carts and not for material outside the receptacle/cart? **IT WOULD BE FOR THE CONTENTS IN THE RECEPTACLE AS WELL AS YARD DEBRIS THAT MEETS THE FOLLOWING CRITERIA: LIMBS CUT INTO 4FT LENGTH, BAGGED LEAVES/YARD TRIMMINGS.**

Question: Can the city provide a list of the current Commercial service frequency per location or a recent invoice that includes service details and rate? **YES, IT WILL BE ATTACHED.**

Question: Can the city provide the current residential unit collection rate? **YES, IT WILL BE ATTACHED.**

Question: Are there Commercial Customers requiring Saturday service? **NO**

Question: Who is responsible for paying for the Disposal of the collected MSW for both residential and commercial? **THE CONTRACTOR WOULD BE RESPONSIBLE FOR THE DISPOSAL OF THE COLLECTED MUNICIPAL SOLID WASTE FOR RESIDENTIAL & COMMERCIAL.**

Question: Residential garbage shall be at curbside or in-ground receptacles. Could the city please give some clarity or description for "in-ground receptacles?" **THIS WOULD BE 96-GALLON TRASH CANS WITH WHEELS FOR ROLLING CAN OUT TO CURB FOR SERVICE.**

Question: On Page 23, Paragraph 2, refers to special single axle collection trucks for Non-City or County maintained private roads for Commercial and Residential collection to minimize damage. How many private roads are there and what is the count of homes or businesses located on these private roads? **THERE ARE 2 PRIVATE ROADS, SE 3RD STREET & SW 8TH PLACE, 4 HOMES ON SE 3RD STREET, AND 5 HOMES ON SW 8TH PLACE.**

Question: The Rate Schedule is fixed for the first 12-months of the contract and then open to negotiations. Would the city consider utilizing a Consumer Price Index for Garbage and Trash Collection (CPI-G&T) for a percentage increase in the collection rates? **NO**

Question: Curbside is defined as 10-feet from roadway. Can this be reduced to 6-feet if Contractor is utilizing an automated side loading truck for collection of Contractor provided carts? **NO**

Question: On Page 26, Definitions for Solid Waste and Trash includes yard trash, white goods, special waste, ashes, chairs, tables, sofas, and mattresses, etc. Are these expected to be collected by the chosen collection contractor or just merely descriptive definitions? **THESE ARE DESCRIPTIVE DEFINITIONS.**

Question: A schedule of Liquidated Damages was suggested to be listed in the ITB document, but none were actually listed. Can the city provide a list of liquidated damages? **THE CITY DOES NOT HAVE A LIST OF LIQUIDATED DAMAGES OR FINES.**

Question: Are the listing of City Dumpsters and Roll-offs to be collected by the Contractor to be considered as “free of Charge?” **YES.**

Question from 3/7/2025: The notice states that there is a pre-proposal meeting on 3/20 at 2pm but it also states that this is the due date. Please clarify. **The pre-bid meeting will take place at the time in which the bids are due, and was the process for the last RFP for Solid Waste services.**

Question from 3/7/2025: So bid is due March 20th? Is there a mandatory pre-bid? **Correct. Bids will be received on or before March 20th by 2:00pm, at which times bid will be opened and read aloud. Requirements for submission are listed in the invitation to bid.**

Question on 3/7/2025: Who do I submit questions about the bid document? Specifically, I would like to ask if the deadline can be extended for the bid. When is the pre-bid meeting? And is the bid packet due at 2pm on the due date, or 3pm? The ITB says both. **Unfortunately, the bid deadline is unable to be extended. All bid submission requirements are listed in the invitation to bid.**

Question on 3/7/2025: And just to confirm, no mandatory pre-bid correct? **If the invitation to bid does not list it, then correct, yes.**

Question on 3/7/2025: And what is the cutoff date for questions pertaining to bid? **Until March 20, 2025 at 2pm.**

Question on 3/10/2025: Is the contractor required to provide the curbside collection carts? **Yes, the contractor would be required to provide the curbside collection carts.**

Question on 3/11/2025: Due to the short turn around time for the subject ITB, will the City allow for the signature documents to be signed via electronic signature from our Regional Vice President? **Yes, the city will allow for signature documents to be signed via electronic signature.**

Question on 3/11/2025: As a follow-up, will the City allow for proposals to be submitted via email opposed to seven (7) hard copies? **I'm sorry, the answer is no. (7) hard copies are required.**

CLARIFICATION OF BID REQUIREMENTS: MARCH 12, 2025

1. The Residential & Commercial rate schedule for the 3-year term is **required** to remain the same during the 3-year period.
 2. On March 11, 2025, the City of Lake Butler published an advertisement which **EXTENDED** the bid submission deadline from March 20, 2025 at 2:00pm to March 27, 2025 at 2:00pm at which time all bids received will be publicly opened and read aloud at Lake Butler City Hall located at 200 SW 1st Street Lake Butler, FL 32054.
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UPDATE TO LIST OF CLARIFICATION QUESTIONS:3/18/2025

Tuesday, March 18, 2025

RE: Additional Clarification from City of Lake Butler on Invitation to Bid (ITB 2025-01) released on February 28, 2025

Question: Whether residential garbage is collected in customer provided receptacles or Contractor provided carts, would this collection service only be for the Contents in the receptacle/carts and not for material outside the receptacle/cart? **IT WOULD BE FOR THE CONTENTS IN THE RECEPTACLE AS WELL AS YARD DEBRIS THAT MEETS THE FOLLOWING CRITERIA: LIMBS CUT INTO 4FT LENGTH, BAGGED LEAVES/YARD TRIMMINGS.**

Currently we do not collect yard waste throughout the city. This is consistent with the ITB Page 20 as it only calls for garbage to be collected 2x/week. Is the city now asking contractors to collect yard waste twice per week as well?

City's Response – The City of Lake Butler's request is for qualified companies to submit a proposal for residential and commercial collection and disposal of solid waste, to include yard trash and yard debris. Per the contract originally entered into in 2016, under Section 5, subsection 5.1 DUTIES, it states that All yard trash shall be placed in a container/bag, tied or bundled and properly prepared and will be collected once (1) per week. The City's clarification on yard trash and yard debris is below which was unfortunately not carried over in the file conversion of the ITB from PDF to Word, and should be listed on page 23 of the original ITB:

ITB 2025-01 Page 23: RECEPTACLES

RECEPTACLES:

The contractor shall be required to pick up all garbage generated from residential units which have been properly prepared and stored for collection as follows:

All garbage and rubbish shall be placed in appropriate containers and shall be placed at curbside. Yard trash shall either be placed in containers where it shall be collected in the same manner as garbage, or

non-containerized not exceeding four (4) feet in length nor be greater than 40 pounds in weight for any piece or segment of such materials – shall be collected once a week per schedule.

The contractor shall provide all receptacles, equipment, and services required for solid waste collection and disposal at all municipal locations designated by the City with said services provided at not cost to the City. The City currently has seven (7) dumpsters.

The City's updated requirement will be 7 dumpsters (locations and sizes are shown at Appendix A).

During the months of April and October of every year, the City of Lake Butler offers a service referred to as "Beautification Month" where the City picks up yard waste, yard debris, white goods, paint cans, and all other types of miscellaneous refuse for free of charge to the citizens of Lake Butler. During these two (2) months, the Contractor would **NOT** be responsible for pickup of yard waste and yard debris, but the Contractor **WOULD** be responsible for residential and commercial collection and disposal of solid waste.

The Contractor will also provide two (2) twenty-yard roll off containers to be placed at the City's specified location for the City's use.

Service	Frequency
Yard Trash	1x weekly
Garbage and Refuse	2x weekly (Tuesdays and Fridays)
Commercial Service	As stated on Commercial Price Matrix

Question: Who is responsible for paying for the Disposal of the collected MSW for both residential and commercial? **THE CONTRACTOR WOULD BE RESPONSIBLE FOR THE DISPOSAL OF THE COLLECTED MUNICIPAL SOLID WASTE FOR RESIDENTIAL & COMMERCIAL.**

Currently, we do not pay disposal for residential garbage at New River as Union County assess the disposal cost through the County Non-ad valorem tax. Is the city now stating that the contractor shall provide proposed rates to include disposal cost for both residential and commercial collection? Please clarify.

City's Response – Union County will continue to assess the disposal costs as they are currently doing with disposal at New River Solid Waste Association.

Question: On Page 23, Paragraph 2, refers to special single axle collection trucks for Non-City or County maintained private roads for Commercial and Residential collection to minimize damage. How many private roads are there and what is the count of homes or businesses located on these private roads? **THERE ARE 2 PRIVATE ROADS, SE 3RD STREET & SW 8TH PLACE, 4 HOMES ON SE 3RD STREET, AND 5 HOMES ON SW 8TH PLACE.**

Page 23 does not specify the use for a single rear axel truck to be utilized for just “non-city or county maintained private roads.” It specifies that the “city is REQUIRING a single rear axel garbage truck to be used for residential and commercial collection to minimize damage to city streets.”

Question #1 - To our knowledge, they do not manufacture a single axel commercial front load truck. A dual axel truck will need to be utilized to collect commercial front load accounts within the city. Please advise if this type of truck is acceptable.

City's Response to Question 1 – A majority of the commercial collection for the City is either on Main Street, SR 231, or SR 121. In those instances where the larger roads are used by the garbage truck, a dual axel is acceptable. For residential collection, a single rear axel is **REQUIRED** to limit extensive damage to the city's streets and turning radiuses on the city streets.

Question #2 – Just to confirm #4 question/answer above, contractors will be allowed to utilize a dual axel Automated Side Loader (ASL) to collect residential carts throughout the city?

City's Response to Question 2 – As stated in question 1, for residential collection, a single rear axel is **REQUIRED** to limit extensive damage to the smaller city streets that are the location of most of the residences within the City.

SECOND UPDATE TO LIST OF CLARIFICATION QUESTIONS: 3/18/2025

Tuesday, March 18, 2025

RE: Additional Clarification from City of Lake Butler on Invitation to Bid (ITB 2025-01) released on February 28, 2025

- Page 8 “Indemnity”: We would like to request to add the term “negligent” into the sentence “...or claims of damages arising of or related to bidder's negligent performance under this contract.”, as this better describes what we believe the City's intention of this section is.

The City's Invitation to Bid was reviewed by the City Attorney, and the verbiage listed in this section will remain as it stands.

- Can the City please confirm that this ITB is for household garbage and yard debris only, and that bulk items and white goods are not included in this bid? On page 21 “Categories or Types of Residential Collections Required”, Solid Waste and Household Trash are listed. On page 26, the definition of Solid Waste includes “refuse, yard trash, clean debris, white goods, special waste, ashes, refuse or other discarded material from residential locations”. This is a very broad definition covering a wide variety of debris. This is also a question for “Solid Waste” listed under “Categories or Types of Commercial Collections Required”.

The City disposes of white goods, special waste, ashes, refuse or other discarded material from residential locations. The Contractor would be responsible for collection and disposal of yard trash and yard debris in addition to residential & commercial solid waste.

- Pg 21 “Protection of Adjacent Property and Utilities”: we have a similar request to page 8 “Indemnity”. Could we request the following additions? “...shall immediately repair or pay for any damage incurred through negligent operations.” “....any breakage or damage caused by negligent contractor operations.”

The City’s Invitation to Bid was reviewed by the City Attorney, and the verbiage listed in this section will remain as it stands.

- How many carts does the current hauler currently have in the City?
- **A copy of the City’s billed services report for solid waste services will be provided in addition to this document.**
- Page 23 first paragraph: How many “in-ground” receptacles are in the City?

This question is answered with the billed services report, in-ground receptacles are the 96-gallon trash cans.

- Can we please have a list of the roads that a single rear axle truck is required to be used to service residential and commercial customers? How many residential and how many commercial customers are serviced with the single axle truck? How many roads will require a “pup” truck?

A copy of the list with the requested information above will be provided in addition to this document.

- Page 23 “Receptacles”: Is this section missing a portion? It ends with an unfinished sentence.

During the file conversion from PDF to Word, this section was unfortunately not carried over in the conversion and has been listed on pages 3 and 4 of this document.

- Page 24 “Collection Equipment” 2nd paragraph: In regard to the “available reserve equipment”, is the spare truck required to be a single rear axle?

Yes, the reserve equipment required is a single rear axle truck as stated in the invitation to bid for collection equipment.

- Can the City please provide a list of the commercial dumpster customers' container sizes and frequencies of pickups?

This question will be answered with the above-referenced billed services report.

- Would the City expand the yard debris specifications to limit limb piles to "Yard debris piles no larger than 4 feet by 4 feet by 5 feet, with limbs no longer than 6 feet or greater than 6 inches in diameter. All limbs need to be bundled or neatly stacked, and grass clipping and other loose yard debris needs to be containerized or bagged. No loose debris except limbs." ? Also, is there a limit to the number of bags of loose yard debris that should be picked up?

Please refer to pages 3 and 4 of this document for the clarification of specifications of yard waste & yard debris.

- Is yard waste pickup once a week or twice a week?

The City's yard waste pickup would be once a week.

- Are disposal fees for residential and commercial paid for through the Union County Solid Waste assessment? If so, are there any residential or commercial customers who are not assessed? Or does the hauler pay all the disposal fees?

Union County will continue to pay for the disposal costs for the City's residential and commercial disposal of solid waste at New River Solid Waste Association.

ITB 2025-01 Page 23: RECEPTACLES

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