ADDENDUM No. 1

TO: ALL BIDDERS

FROM: CITY OF HIALEAH

RFQ #: 2013/14-9500-00-008

RE: RFQ – Solid Waste Collection Services

DATE: August 7, 2014

The original contract documents for the REQUEST FOR QUALIFICATIONS - **SOLID WASTE COLLECTION SERVICES** need to be amended as noted in this Addendum No. 1.

This Addendum No. 1 consists of 2 typed pages, 2 attachments, and 1 addendum receipt form (ARF). All other items and conditions of the original Contract Documents shall remain unchanged. This Addendum shall become a part of the Contract Documents.

Approved for issue: _____ Date: August 7, 2013
Angel Ayala – Acting Purchasing Director

ACKNOWLEDGMENT

Receipt of this Addendum No. 1 shall be acknowledged in the space provided on the ADDENDUM RECEIPT form – ARF (Copy attached) now a part of the Contract Documents to be faxed immediately to the City of Hialeah Purchasing Division (305) 883-5871 and submitted with sealed bids.

IN THE CONTRACT DOCUMENTS:

Amendment to the following sections:

The City's schedule for this Solicitation is hereby amended to include a Pre-Proposal Conference, which shall take place on August 18, 2014 at 2:00 p.m.

On page 2, under the heading entitled "Pre-Bid Conference," the existing text shall be stricken and the following paragraph shall be added:

> A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 10:00 a.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion.

On page 19, in Section 3.2 of the RFQ (entitled "Pre-Submittal Conference"), the first sentence shall be stricken and the paragraph set forth above shall be added to the text.

The City anticipates awarding its franchise in December 2014. The City would like the Successful Proposer to provide automated or semi-automated collection service with garbage carts in all areas of the City beginning on March 1, 2015. The City wants to know whether this schedule is attainable and appropriate. The City also wants to know whether it would be better to: (a) postpone the commencement of automated/semi-automated service until May 1, 2015; or (b) in the alternative, commence service on March 1, 2015 with garbage cans and then gradually switch to automated/semi-automated collection service with garbage carts over the following 6 months.

The Successful Proposer will be required to deliver the City's garbage to the Medley Landfill until the City's interlocal agreement expires in July 2015. The City would like to identify its options for disposing of the City's solid waste after July 2015. The City also would like to identify the best method of paying the Successful Proposer if the City decides to use a different disposal facility in the future.

The City will lease its equipment yard to the Successful Proposer. The equipment yard may be used for the storage of the Successful Proposer's collection vehicles, as well as mulching operations with bulky yard waste. The City also is considering whether it should allow the Successful Proposer to use two bays of the City's maintenance yard for the repair and maintenance of collection vehicles. The City would like to discuss the advantages and disadvantages of these options.

END OF ADDENUM No. 1

CITY OF HIALEAH

SOLID WASTE COLLECTION SERVICES

RFQ #2013/14-9500-00-008

ADDENDUM No. 1

CONTRACTOR'S NAME _____

ADDRESS _____

PHONE NO. _____

CONTACT NAME _____ SIGNATURE _____

THE BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDUM BY SIGNING AND DATING BELOW:
(Copy of this form must be faxed immediately to the City of Hialeah at (305) 883-5871).

ADDENDUM	SIGNATURE	DATE
1		

ARF

The City of Hialeah, Florida (hereinafter referred to as the "City"), is hereby soliciting Statements of Qualification ("SOQ") from all qualified companies that wish to collect the solid waste generated by the City's residents. Any company or other business entity ("Person") wishing to submit a SOQ shall comply with the requirements contained in this Request for Qualifications ("RFQ" or "Solicitation") for Solid Waste Collection Services (RFQ No. 2013-14—9500-00-008

Each SOQ shall be submitted in a sealed envelope. The outside of each sealed envelope must clearly indicate the name and number of this RFQ (RFQ for Solid Waste Collection Services; RFQ No. 2013-14—9500-00-008); the Bidder's name and address; and the name and telephone number of the Bidder's contact Person.

Each SOQ shall be delivered to the City no later than the date and time specified below. SOQs received after said date and time will not be considered. No time extensions will be granted. Each SOQ shall be delivered to the City of Hialeah, Office of the City Clerk, Hialeah City Hall, 3rd floor, 501 Palm Avenue, Hialeah, FL 33010.

The City's schedule for this Solicitation is as follows:

Event	Date	Time
Advertisement Date:	August 5, 2014	
Pre-Proposal Conference:	August 18, 2014	10:00 AM
Deadline for Submittal of Written Questions:	August 22, 2014	2:00 PM
Deadline for Submittal of SOQ:	September 5, 2014	11:00 AM
Evaluation of Responses:	September 2014	
City's Selection of Qualified Vendors:	October 2014	

(The City reserves the right to delay or modify the scheduled dates and will notify Bidders of all changes in scheduled dates.)

Copies of this Solicitation may be obtained from the Purchasing Department.

PRE-BID CONFERENCE

A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 10:00 a.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion.

ACCEPTANCE AND REJECTION OF BIDS

The City reserves its right to: reject any or all SOQs, with or without cause; waive minor irregularities with regard to the SOQs received; and determine whether the Bidders are responsible, responsive, and qualified.

Please be advised that this RFQ is issued subject to the requirements in the City of Hialeah's Code of Ordinances. Also note that communications with the Mayor, City Council, and City Staff are restricted, as specified in Section 2.5 of this RFQ.

We look forward to your active participation in this Solicitation.

Sincerely,

Angel Ayala

Angel Ayala,
Acting Purchasing Director

3.2 Pre-Submittal Conference

A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 10:00 a.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion.

As noted in Section 2.4, above, vendors may submit written questions to the City prior to the deadline for the submittal of such questions. The deadline is set forth in Section 3.6, below. The City will prepare written responses to all written questions that are submitted before the applicable deadline. The City's written responses will be issued as an addendum to this RFQ.

As noted above, oral statements by the City's representatives shall not be binding on the City and should not be relied upon by any vendor. Any formal interpretations of this RFQ and any changes to this RFQ shall be made in the form of a written addendum. Any addendum will be furnished to each vendor that registered with the City for this RFQ.

3.3 Preparation of Statement of Qualifications

Each vendor shall submit eight (8) hard copies of the vendor's SOQ. The original copy of the SOQ shall be labeled "original" and the seven (7) copies shall be labeled "copy". In addition, each vendor shall submit one electronic version of the SOQ in a PDF format on a compact disc (CD) or digital video disc (DVD. Additional copies of the SOQ may be requested by the City at its discretion.

All blank spaces in the City's SOQ forms must be filled in, in ink or typed, as appropriate. All required signatures must be manual and in ink. All corrections made by the vendor to any part of the SOQ must be initialed in ink.

Only one (1) SOQ from an individual, firm, partnership, or corporation, under the same or different names will be considered.

SOQs by corporations must be executed in the corporate name by the President or Vice-President (or other corporate officer if accompanied by evidence of authority to sign) and the corporate seal shall be affixed and attested by the corporate Secretary or an Assistant Secretary. The corporate address and state of incorporation shall be shown below the signature.