



# ADDENDUM #1

## RFP 2024-1

**Question:** Does the Town of Fort Macleod supply side load totes (65/96 gallons) for commercial side?

**Answer:** Yes, the Town does provide side load totes for both commercial and residential needs.

**Question:** If material is left (by resident or business) outside of container on the ground, are us as the hauler expected to clean that up?

**Answer:** No, in this case an “Oops” Card would be expected to be left so the resident knows this is unacceptable. The “Oops” Card should be provided by the contractor and handed out as needed. The Town would like to have knowledge of any Oops card being placed in the event the resident calls to speak with the Town Office. An example is shown below.

**OOPS!** YOUR CART DID NOT MEET THE COLLECTION SERVICE GUIDELINES FOR THE FOLLOWING REASONS:

- CART WEIGHS MORE THAN 250 LBS.  OTHER: \_\_\_\_\_
- HAZARDOUS MATERIALS; OIL, GAS, PAINT, ACID, AUTOMOTIVE BATTERIES, ETC. ARE PROHIBITED. \_\_\_\_\_
- LARGE AMOUNTS OF CONSTRUCTION/DEMOLITION MATERIAL ARE PROHIBITED. \_\_\_\_\_
- INCORRECT CART PLACEMENT.
- LATE SET OUT - CARTS MUST BE PLACED OUT PRIOR TO 7:00AM
- SPECIFIC MATERIALS NOT ACCEPTED IN PROGRAM: \_\_\_\_\_

We would appreciate if you could correct the situation prior to your next regularly scheduled collection date. 😊

Questions? Contact the Town of Fort Macleod at 403-553-4425





**Question:** Are the images provided in the exhibits reflective of all bin locations?

**Answer:** Exhibit 1 breaks down the current number of all bins placed around town, for residential totes, commercial totes, country residential bins, and commercial bins.

Exhibit 2 A,B,C,D show all the residential totes in town.

Exhibit 2 E,F,G,H,I,J show all the country residential bins locations around town.

Please note a list of all the commercial business locations will be provided once the RFP is awarded.

**Question:** For the household clean-ups what are the responsibilities of the contractor?

**Answer:** The contractor will be responsible for hosting the hazardous waste collection in partnership with the Town's Spring and Fall Clean Ups. You are expected to have trained technicians that can handle such wastes. Typically, the hazardous waste clean up takes place only on the Friday of the Spring or Fall Clean Up, from 10:00 am – 7:00 pm.

The contractor will be responsible for bringing the big roll off bins, usually, 5 are provided for both the Spring and Fall Clean Up. You will also be responsible for getting them emptied. Typically, you will need to empty the bins as needed on the Friday of the Clean Up, and then emptied and moved away the Saturday after the event.

The contractor will **not** be responsible for electronic waste collection as that is completed through a third party.

**Question:** Does the town own any of the front load bins?

**Answer:** No, the Town does not own any front load bins. The contractor would be required to provide all front load bins for commercial and country residential needs.



# Fort Macleod

**Question:** Are you able to provide a breakdown of quantity and type of container that should be allocated to each location?

**Answer:** Exhibit 1 provides a breakdown of quantity and size of containers. All commercial business locations will be provided once the RFP is awarded, however they are all within town limits.

**Question:** Do the household clean-up costs need to be separated in the RFP cost breakdown?

**Answer:** Yes, costs should be separated, and included in the total quote for the RFP. Please see and complete below.

**Spring Clean Up** – Typically there will be 5 roll off bins that will need to be dumped as needed for this weekend. The Spring Clean Up also includes hazardous waste.

Hazardous Waste Collection Cost = \$ \_\_\_\_\_

Cost per roll off bin = \$ \_\_\_\_\_

Contract Year	Spring Clean Up (Total Cost)
Year 1: 2024-2025	\$ _____
Year 2: 2025-2026	\$ _____
Year 3: 2026-2027	\$ _____

**Fall Clean Up** – Typically there will be 5 roll off bins that will need to be dumped as needed for this weekend. There is no hazardous clean up for the fall.

Cost per roll off bin = \$ \_\_\_\_\_

Contract Year	Fall Clean Up (Total Cost)
Year 1: 2024-2025	\$ _____
Year 2: 2025-2026	\$ _____
Year 3: 2026-2027	\$ _____



# Fort Macleod

**Question:** Does page 66 include commercial weights, or is it specifically residential side load weights from previous years?

**Answer:** Exhibit 4 on page 66 of the RFP shows the total tonnages for both residential and commercial waste and recycling collection.

**Question:** There is a discrepancy between commercial 4 yard waste numbers listed on page 38 compared to page 59. Both state 45 x 4 yards but the total on page 59 adds up to 39, we just want to make sure the correct number is 45?

**Answer:** Apologies about that. The total number of weekly collected 4-yard waste bins is 24 as highlighted below. Bringing the total of 4-yard waste bins to 45 as previously mentioned.

### Exhibit 1 – Town of Fort Macleod Current Garbage and Recycling Data

<p><b><u>Total of 2,729 Residential Totes:</u></b>            678 – 65 Gallon Waste            769 – 65 Gallon Recycling            688 – 95 Gallon Waste            594 – 95 Gallon Recycling</p>	<p><b><u>Total of 62 Commercial Totes:</u></b>            1 – 65 Gallon Waste            2 – 65 Gallon Recycling            29 – 95 Gallon Waste            30 – 95 Gallon Recycling</p>
<p><b><u>Total of 43 (3 Yard) Commercial Waste Bins:</u></b>            13 – Weekly Collection            22 – Every Other Week Collection            8 – Monthly Collection</p>	<p><b><u>Total of 32 (3 Yard) Commercial Recycling Bins:</u></b>            9 – Weekly Collection            14 – Every Other Week Collection            9 – Monthly Collection</p>
<p><b><u>Total of 45 (4 Yard) Commercial Waste Bins:</u></b>  <b>24 – Weekly Collection</b>            20 – Every Other Week Collection            1 – Monthly Collection</p>	<p><b><u>Total of 37 (4 Yard) Commercial Recycling Bins:</u></b>            1 – Twice Weekly Collection            18 – Weekly Collection            13 – Every Other Week Collection            5 – Monthly Collection</p>
<p><b><u>Total of 33 (6 Yard) Commercial Waste Bins:</u></b>            7 – Twice Weekly Collection            19 – Weekly Collection            7 – Every Other Week Collection</p>	<p><b><u>Total of 36 (6 Yard) Commercial Recycling Bins:</u></b>            9 – Twice Weekly Collection            17 – Weekly Collection            10 – Every Other Week Collection</p>
<p><b><u>Total of 4 (8 Yard) Commercial Waste Bins:</u></b>            4 – Weekly Collection</p>	<p><b><u>Total of 1 (8 Yard) Commercial Recycling Bins:</u></b>            1 – Weekly Collection</p>

\* There are currently 30 residents on the mobility assistance program.



**Question:** There was a difference regarding 96 gallon recycle tote count on page 37 and 59, is it 597 or 594?

**Answer:** There are 594 of the 95-gallon recycling totes as highlighted below.

Residential Recycling – Currently there are:

- 769 of the 65-gallon totes
- 594 of 95-gallon totes

They are collected every other week.

**Question:** Would alternate licensed recycling facilities be considered?

**Answer:** Yes, they would be considered if you provide reasoning.

**Question:** Regarding the required documents for submission, is it 2 hard copies or 3, with a USB device?

**Answer:** 3 hard (paper) copies are required, as well as 1 electronic copy (USB) must be submitted in a PDF format.

**Question:** Regarding the unit cost of the 64 and 95 gallon carts/toter service, is disposal a pass through cost or included in the cost to service?

**Answer:** For the waste collection, the Town pays the bills for all tipping fees from the Willow Creek Landfill. All other associated costs should be included in your cost to service.

For recycling, the tipping fees will be covered by the contractor, and then charged to the Town of Fort Macleod on their monthly invoice.



# Fort Macleod

**Question:** Is mixed/single stream recycling disposal included in the service cost or to be listed separately?

**Answer:** The recycling tipping fee is to be paid by the contractor, and added to their monthly invoice to the Town. This should be listed separately.

**Question:** What is the current number of OCC/cardboard bins at the arena and what is their volume/frequency?

**Answer:** There are no bulk cardboard bins at the Fort Macleod and District Arena any longer, however, there are six 6-yard bins on site at the bulk recycling depot (865 30<sup>th</sup> Street). They are collected twice a week.

**Question:** What alternate statutory holiday arrangements are in place for disposal on weekday holidays?

**Answer:** Collections will either be moved ahead or delayed to the next best business day. Please see our current collection calendar below for some examples.

## 2024 GARBAGE & RECYCLING COLLECTION CALENDAR



### Tips for setting out your residential carts:

- Time it:** Set each cart out before 7 a.m. on collection day and bring back onto private property within 24 hours of collection.
- Space it:** Remember if you can comfortably walk around each cart, then you have left enough room for the collection truck.

■ Commercial Collection  
 ■ Residential Zone 1 (North)  
 ■ Residential Zone 2 (South)  
 ■ Statutory Holidays



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