

**June 08, 2021**

**TO:** All Bidders under Invitation to Bid No. 21-101408

**FROM:** Department of Purchasing and Contracting, DeKalb County, Georgia

**ADDENDUM NO. 2**

Invitation to Bid (ITB) 21-101408, *Sale of Scrap Metal (Annual Contract with 2 Options to Renew)*, is hereby amended as follows:

1. **This bid opening will be on June 15, 2021 at 3:00pm Eastern via Zoom. The link <https://dekalbcountyga.zoom.us/j/88286711384> Password: 752289**
2. We have received questions pertaining to this Invitation. The questions and their resulting answers appear below:

- A. Question: I am reaching out because I just came across this project on the DeKalb County website. I also noticed that, thought the due date for the bid is June 15, that we passed the dates for the mandatory meetings. Would it be possible for us to still submit a bid?

Answer: All bids are accepted. Please refer to Page 8 of the bid document. It is required that all responding bidders attend the mandatory LSBE meeting to remain responsive.

- B. Question: We have been unsuccessful thus far in trying to find a certified LSBE to account for 20% of the contract. Will this be an issue?

Answer: Please refer to Page 38 of the bid document. Prime contractors failing to meet the LSBE benchmark of 20% must **document and demonstrate** Good Faith Efforts in accordance with the Checklist of Good Faith Efforts located in the bid document in order to remain responsive.

- C. Question: For the landfill in Ellenwood, would they be able to load open top trailers instead of roll offs? These are larger trailers and can hold more scrap than any roll off. They would require you to possess a loader that can load over the top of a 9’/10’ high trailer. If not, we will require the contract to be amended to 2 60 yards roll offs at the landfill, not 6 30 yards.

Answer:

**Fleet** -Fleet does not have a separate bin serviced at the Landfill. Fleet's Shop at the landfill utilizes Sanitation scrap metal bins.

**Sanitation** - We are not permitted to have waste and or recyclables left on the ground at any time; therefore, piling metal on the ground until a tractor arrives to be live loaded is not an option. As to the use of the larger 60 yd roll-off bins... I see no problem with amending the bin size to accommodate the vendor as long as there are enough bins dropped to avoid material ever being left on the ground.

- D. Question: Can the 30s and 40s requested be adjusted to smaller 20s or 15s? The volume at these slower locations (fleet, watershed, roads) won't allow us to turn the 30s and 40s quickly enough to drop those larger roll offs.

Answer:

**Watershed Management (DWM)** is not able to decrease the size of its open top dumpsters. This is one of the reasons we now have two on site (See Addendum 1). There are times we have to have 3. Many of our scrap metal items are large.

**Fleet** - Fleet needs the larger bins, with the exception location 5350 Memorial Drive. We currently have (2) sizes (30 & 40 yards) at 5350 Memorial Drive, and we would accept (2) 20 yard bins. However, the height of the bins must be short (lower than 5ft). We have heavy equipment emptied in the bin and the tall bins will not work. Currently, Fleet bins are only emptied when the vendor is called for a pickup.

**Roads & Drainage (R&D)** - Yes

**Sanitation:** Contractor shall provide the 30s and 40s at both Sanitation locations and as specified in the ITB.

- E. Question: How frequent are the pickups at all locations, daily, weekly, monthly, quarterly? This will determine if we can set roll offs out at the slower volume locations, i.e the fleet shops, watershed, and roads/drainage.

Answer:

**DWM** -It depends on the volume. We email and or call to schedule our pick-ups.

**Fleet** - The frequency of the pickups at Fleet differs based on what items need to be discarded. Some bins are emptied monthly and some be emptied 2-3 months. The vendor does not come out to pick up until they are called by Fleet.

**R& D** - Quarterly and/or on-call Roads- Traffic Division

**Sanitation** - Pickups at Sanitation's locations will be as needed. Sanitation will notify contractor when the service is needed (See ITB minimum specifications, item #3).

- F. Question: How much trash are in the loads of metal from each location (rubber, plastic, wood, dirt/mud, glass, insulation etc.)? More than 25%? If there is more than 25% we would require the section that states "no deductions are allowed" to be amended for us to keep deductions, so we can account for our inventory properly at the end of each month

Answer:

**DWM** -We do not have more than 25%. The Bins should be properly marked "Scrap Metal Only".

**Fleet** - Typically, Fleet does not empty trash in the metal bins. If any there, it's minimal. We can't say a percentage because we don't do the separation when the bins are picked up.

**R& D** – Less than 25% Roads- Traffic Division

**Sanitation** -We are a manned site; therefore excessive contamination should never be an issue. The material is dropped on a clean concrete surface and is loaded into the bins by landfill staff. If there is ever an issue with contamination, the matter should be pointed out to the landfill staff immediately and prior to removal/transport. At which point, landfill staff will address the issue promptly. With that said, the vendor should at no time be permitted to assess deductions for excessive contamination.

- G. Question: If question D is a no go. Would the slower volume locations, fleet maintenance, watershed, etc be open to not having a dumpster on site at all and being serviced on an as needed basis with a pick up and drop off same day?

Answer:

**DWM** - This would not be feasible for our department at all.

**Fleet** - Not sure if I understand what is being asked. Currently, metal bins for Fleet are only picked up when Fleet calls for a pickup.

**R&D** - Yes

- H. Question: The individual checks split between 4 departments will create a huge headache for our accounting team. Is there a way to consolidate all of these accounts into one payee to use for all scrap metal purchases? This will make it much easier to track loads and payments.

Answer: No. Please refer to Page 28 of the bid documents. Note 4 states, “It is required that separate checks are prepared for each individual department.”

**DWM** - Watershed Management is a revenue-based department and should be handled according to Finance Department designations.

**Fleet** - Fleet has (2) locations for pickup and all of Fleet can be combined, but Fleet requires a separate check. We are different departments and the funds go to individual departments ‘budget. Having a combined check with the different departments and trying to figure out how to separate the funds is not feasible. Fleet absolutely does not want this.

**Sanitation** - No, we cannot consolidate the accounts.

- I. Question: Are site visits allowed? Site visits are permitted. Please contact the department’s representative to arrange the visits.

Answer:

**DWM** - Site visits can be scheduled with the user division and are at times encouraged for safety and procedural reasons.

**Fleet** – Yes

**R&D** - Yes – Roads – Traffic Division 3621 Camp Way

**Sanitation** - Sanitation will allow site visit at bidder’s own time during operating hours and without our presents.

3. It is the responsibility of each bidder to ensure that he is aware of all addenda issued under this ITB. Please sign and return this addendum. You may contact Phyllis A. Head, at phead@dekalbcountyga.gov before the bids are due to confirm the number of addenda issued.
4. All other conditions remain in full force and effect.

Phyllis A. Head

Department of Purchasing and Contracting

**ACKNOWLEDGMENT**

Date: \_\_\_\_\_

The above Addendum is hereby acknowledged:

\_\_\_\_\_  
(NAME OF BIDDER)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)