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## CITY OF SANTA ANA

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### PUBLIC WORKS AGENCY

February 2, 2018

**ADDENDUM NO.1  
REQUEST FOR PROPOSALS NO. 18-006  
FOR SOLID WASTE CONSULTING SERVICES  
DATE DUE: FEBRUARY 6, 2018 AT 5:00 P.M.**

Notice is hereby given that the City of Santa Ana Public Works Agency has made certain modifications, additions, and/or deletions, in the specifications to **RFP No: 18-006 SOLID WASTE CONSULTING SERVICES**. This addendum shall become a part of the original Request for Proposal.

#### PLEASE NOTE:

**THE NUMBER OF PAGES ALLOWED** is increased to 40 double sided pages.

#### RESPONSE TO QUESTIONS ASKED/CLARIFICATIONS:

1. Do you have a maximum budget for this work. If so please can you advise what it is?

*There is no established budget.*

2. There are no delivery timescales within the RFP. Could you confirm:

- When you need the new contractor to start operations?

*The solid waste consultant is expected to start their work as soon as the contract is fully executed.*

*The solid waste services contractor is expected to start operations on or near July 1, 2020. We anticipate awarding the contract on or near December 2019.*

- The time it would “take” from notification of successful contractor to having an approved contract in place?

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*For the solid waste consultant, it would require approximately two weeks from Council approval to have an approved contract in place, as long as all requirements are met.*

*The solid waste consultant should have an understanding of the tasks and time required, once a solid waste services contractor has been chosen by City Council, to have a negotiated solid waste services contract in place.*

- The amount of time you would allow the contractor to mobilize the contract after contract is signed?

*We expect the consultant to make a recommendation that is appropriate.*

- The amount of time you would allow potential contractors to respond to the RFP?

*We expect the consultant to make a recommendation that is appropriate.*

3. How many community surveys and questionnaires do you expect the consultant to carry out and have you already developed mechanisms through which these surveys can take place?

*We anticipate one or two community surveys/questionnaires, which might utilize an online application, such as Survey Monkey. We expect the consultant to make a recommendation of the appropriate mechanism.*

4. The 4<sup>th</sup> Minimum Requirement on Page 10, which asks the consultant to collect community data through “surveys, questionnaires, and meetings with homeowners and business representatives”, is not very specific. Please provide guidance on what method(s) must be used to obtain the data. Can the consultant use the public workshop meetings listed in the prior item as a forum to obtain the community input needed to complete this work requirement?

*We anticipate one or two community surveys/questionnaires, which might utilize an online application, such as Survey Monkey. We expect the consultant to make a recommendation of the appropriate mechanism.*

*The consultant may use the public workshop meetings as a forum, but not as the only forum. Santa Ana has vibrant, organized neighborhood and business associations and other organizations that would be appropriate. Anticipate a minimum of eight meetings with these groups.*

5. Please can you provide the Sloan Vazquez draft report including the review of solid waste collect service rates in 10 similar Orange County municipalities?

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*Links to the Sloan Vazquez Executive Summary and Report, which includes the review of solid waste service rates in 10 similar Orange County municipalities, are on the City's webpage: <http://www.ci.santa-ana.ca.us/pwa/>*

6. Can you please expand on the role expected from the Consultant for Task 7 assistance in evaluating proposals and firms? Would the Consultant assist in development of evaluation criteria and guidelines for selection or in reviewing and ranking proposals?

*We expect the consultant to develop detailed evaluation criteria and guidelines, make their expert recommendation and work with the City to refine. Consultant is also expected to review, evaluate and rank proposals within the context of their professional expertise.*

7. The Scope of Work does not specifically mention that the consultant should prepare a new Franchise Agreement (FA). Should this be included in the Scope?

*Yes, a draft Franchise Agreement should be included in the Scope. Consultant will work with the City to refine.*

8. Was a Draft FA prepared in conjunction with the RFP considered by the City Council earlier this month?

*No, a draft Franchise Agreement was not considered by the City Council earlier this month.*

All other terms and conditions remain the same.

Christy Kindig  
Projects Manager  
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