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ADDENDUM NO. 2

REQUEST FOR QUOTATIONS (RFQ) NO.: 1220-040-2015-016

TITLE: Litter & Debris Removal for Park Natural Areas

ADDENDUM ISSUE DATE: February 10, 2015

CLOSING DATE: PREFER TO RECEIVE QUOTATIONS ON OR BEFORE FEBRUARY 10, 2015

INFORMATION FOR CONTRACTORS

This Addendum is issued to provide additional information and clarifications to the RFQ for the above named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the contractor not being familiar with this addendum. This Addendum No. 2 contains three (3) pages in total.

Litter and Debris Removal for Park and Natural Areas:

- Q.1.** Did the last few years' contract include all three categories?
- i. Scheduled Removal of Litter
 - ii. Scheduled Removal of Piles of Yard Waste
 - iii. Demand Removal of Yard Waste, Debris, Illegal Bike and Fort Structures, etc.

A.1. Yes.

- Q.2.** We noticed that the last "Litter & Debris Removal - Park Natural Areas" - 1220-040-2012-005 was awarded to "On The Spot Services Inc." We also noticed in the "City of Surrey Schedule of Payments to Suppliers for Goods and Services" for the year ended December 31, 2013, ON THE SPOT SERVICES INC. was remunerated in the amount of \$63, 153.26. Did that contract include Homeless Camps Cleanups?

A.2. Yes.

Scheduled Litter Program:

- Q.3.** What is the estimated time per park to cleanup?

A.3. Based on the numbers in 2b (below), the average time per park is approximately 1.6 hours (400 hours / 251 parks).

Q.4. In Addendum 1, it states that it takes a crew of 2 with a truck 160 hours to complete the 251 park cleanups. Is that data factual statistics obtained from the last cleanup in 2014? If not, how was the number of hours obtained?

A.4. In Addendum No. 1, it states that it takes approximately 160 hours for each of Spring and Fall and 80 hours for Summer, for a total of approximately 400 hours. These numbers are derived from 2014 data.

Q.5. Did the 160 hours include driving time to the parks?

A.5. See bold font in Section B-2 – Fees and Payments in Addendum No. 1.

Q.6. How many parks were cleaned up per day on average?

A.6. Based on the numbers in Q.4. (above), in the Spring and Fall approximately 12.5 parks per day (251 parks / 20 working days (4 weeks)). During the Summer, fewer parks are scheduled for cleanup and, therefore, shorter duration is required (2 weeks); however, the average parks per day would be similar.

Q.7. Do you have a record of how many cubic yards, tons or kilograms of debris & litter were picked up last year?

A.7. No.

Q.8. In Schedule A, it states that the cleanup months for the “**Scheduled Removal of Litter**” are:
Spring: between April 1 and April 30
Summer: between July 1 and July 31
Fall: between October 1 and Oct 31

Q.8.i. If it takes longer than 160 hours and thus extends to the next month, will we be entitled to bill for the extra hours?

A.8.i. The contract is based on hourly rates. Litter and debris volumes vary and may be such that it takes more than or less than the approximate 160 hours to complete. Billing shall reflect actuals hours spent carrying out the work.

Q.8.ii. If another truck and crew is required, will the contract allow us to bill for the extra service required?

A.8.ii. Billing shall reflect actuals hours spent carrying out the work. For example, whether a specific job takes 1 crew 12 hours or 2 crews 6 hours or 3 crews 4 hours, the total crew hours is the same. The City requires that work will be completed in a timely manner as described in the RFQ and an additional crew may be required from time to time to meet expectations.

Q.8.iii. Will the contract contain any clause that limits extra billing?

A.8.iii. Billing shall reflect actuals hours spent carrying out the work.

Q.9. Was an ATV used last year on this project?

A.9. No.

Q.10. Are we required to cleanup along all 110 km of trails on each seasonal cleanup?

A.10. Yes.

Demand Refuse Program:

Q.11. Does the City Pay for the special tools required for homeless encampment cleanups? I.e. Sharps Containers, Contractor garbage bags, etc.

A.11. No, the contractor is to supply the necessary equipment and materials. See Schedule A (2D).

Q.12. Does the City pay for the wait time at homeless encampments? I.e. Police on site or bylaw allowing campers time to get their items together?

A.12. Campers are given advance warning of cleanups, so generally, they are not on-site. From time to time there are delays and, if there is any wait time, these hours are billable to the City.

Q.13. Did the City do its own Homeless Encampment cleanups last year or was it contracted out?

A.13. This work was contracted out.

END OF ADDENDUM

All Addenda will become part of the RFQ Documents.
