



ADDENDUM #1 REQUEST FOR QUALIFICATIONS 2017-132

KITSAP COUNTY DEPARTMENT OF PUBLIC WORKS SOLID WASTE DIVISION

TO: All Respondents

FROM: Colby Wattling, Buyer

CLOSING DATE: Tuesday, June 27, 2017 at 3:00 p.m. (UNCHANGED)

REF NO.: 2017-132 RFQ – Engineering and/or Architectural Services for Development of a Master Plan, Preliminary Facility Design, and Cost Estimate for the Silverdale Recycling and Garbage Facility

DATE: June 14, 2017

In response to questions received, the following information is provided to assist in responding to the above referenced Request for Qualifications (RFQ):

QUESTIONS AND ANSWERS

1. Question: What, if any, is the known history of landfilling at the Silverdale RAGF site?

Answer: A 1993 survey map of the area depicts a “Kitsap County Sanitary Landfill, Inc. Lease Site” in the southeast corner of the parcel. The County has been unable to locate any additional information that states this lease site was used as a landfill and further information regarding the area has not been found. On their list of Abandoned and Closed Landfills, Kitsap Public Health District (KPHD) lists “KCSL Silverdale Landfill” on Dickey Road NW and identifies those parcels as being located adjacent to the Silverdale RAGF parcel on the west side. The County is continuing to look for additional information to determine if the lease site was known to be used as a landfill in the past.

For purposes of this RFQ, respondents should assume there is no abandoned or closed landfill located on the property while the County further clarifies information available.

Please note: Kitsap County Sanitary Landfill, Inc. was a separate company, not affiliated with Kitsap County government, who operated some landfills in various locations in the county.

2. Question: Does the Solid Waste Division have current site topographic survey information that it will make available to the selected consultant? If not, should the consultant include site topographic survey in our scope of work?

Answer: There is a recent survey of the parcel that was conducted by County staff to delineate the property boundaries. At this time, the County has not been able to locate a recent, site-specific

topographic map of the parcel. For purposes of this RFQ, respondents should assume preparation of a site topographic map should be included as part of the assessment to be conducted in Task 1.

3. Question: How many total pages are we allowed for the proposal?

Answer: All Submittal Requirements are shown in Section 9.0 of the RFQ. There is no limit to the total number of pages for the proposal; however, there are limits to the number of pages for specific submittal requirements, as follows:

- ***Per Submittal Requirement number 5, descriptions for up to five (5) projects of similar complexity and magnitude are required. Each of those project descriptions is limited to one (1) page in length.***
- ***Per Submittal Requirement number 6, the resume for each proposed project staff and sub-consultants is limited to two (2) pages in length.***
- ***Per Submittal Requirement number 8, if sub-consultants are proposed, descriptions for up to three (3) sub-consultants projects of similar complexity and magnitude may be included. Each of those project descriptions is limited to one (1) page in length.***

4. Question: Does this total page count include covers, cover letter, resumes, and the certificate of insurance? Or can the resumes and certificate be in an appendix?

Answer: There is no limitation on the total page count. Double-sided pages are preferred.

5. Question: Assuming the LOE is a spreadsheet, does it need to conform to a certain size of paper, i.e. 11x17? If it is 11x17, will this count as 2 pages?

Answer: Per Submittal Requirement number 4, respondents should prepare a level of effort spreadsheet that contains line items for each major task to be performed with the estimated staff hours per task to be expended in that effort. There is no page size limitation or requirement for the level of effort spreadsheet.

6. Question: What is the average haul weight for garbage (density vs. capacity)?

Answer: The maximum capacity for each container available for garbage disposal at Silverdale RAGF is 50 yards. The average haul weight per container for 2016 was 4.60 tons.

7. Question: Under what circumstances do you close the facility?

Answer: At times, Silverdale RAGF may close due to circumstances such as inclement weather, emergency conditions such as a fire, or other situations that could pose a safety risk or hazard to human health and/or the environment.

Note: As a result of a detailed Level of Service Analysis prepared by the Solid Waste Division, there will be a change in the days and times of Silverdale RAGF operations as of October 1, 2017. On June 7, the Kitsap County Board of County Commissioners determined the facility will be open six (6) days a week from 8:30 am to 4:00 pm beginning October 1. As of this date, the facility will be operated by County staff, rather than the current contracted staff.

8. Question: Do you remove the Freon from appliances before transport?

Answer: The appliances are picked up and transported by Total Reclaim, Inc. under contract with the County. Freon is not removed prior to transport.

9. Question: How many days does the hauler operate collections?

Answer: Collection is determined by volumes received and available container capacity. Facility staff call in the status of each containers capacity daily and the contracted hauler (Waste Management) schedules pick up based on the available capacity. Under contract with the County, the hauler has 24-hours to haul containers after being notified of capacity limits. Silverdale RAGF is often serviced on a daily basis.

10. Question: Is the contract with the waste hauler compensated by a combination of weight and hauls?

Answer: The contract with the hauler is compensated by a combination of the number of hauls and mileage. Kitsap County pays the disposal costs.

11. Question: Is there a chance for credit cards?

Answer: The County would like to be able to process credit cards through connection to the County's existing software system, if possible. This alternative should be evaluated as part of the assessment. The County will work with Kitsap Public Utilities District (KPUD) to verify location and availability for facility connection.

12. Question: What part of the parcel is being subdivided?

Answer: The County is currently considering a proposal to subdivide the existing parcel into three (3) separate parcels. If approved, this proposal would result in a lot for the Humane Society to the east consisting of approximately seven (7) acres, a parcel managed by the Solid Waste Division encompassing just under nine (9) acres in the area of current operations, and the remaining parcel to be managed by the County's Roads Division. This large lot subdivision is still being reviewed and has not been approved.

For purposes of this RFQ, respondents should assume the Solid Waste Division would manage approximately nine (9) acres. This area includes the existing operations area, the area to the southeast corner of the parcel, and an access and utility easement along the current access road that also borders the existing recycling area on the southwest side.

13. Question: Would the County entertain the option of moving the attendant's booth so both garbage and recycling customers had to go past it?

Answer: Moving the location of the attendant's booth is desired for better traffic flow. Due to the high number of customers that use the facility for garbage disposal, an attendant's booth that services both garbage and recycling may add more delays in lines for customers. Based on this, the County prefers only garbage customers pass through the attendant's booth in the near future; however, that is subject to change. As part of the Master Plan, the County will consider options for the near and long-term future.

14. Question: Is the wetland area mitigated for something else?

Answer: The County currently has minimal Information available about the wetland area. However, for purposes of this RFQ, respondents should consider the wetland area shown on the northwest area of the map as outside the area available to Silverdale RAGF operations. The wetland area in the vicinity of the southeast area of the parcel will need to be evaluated for options and constraints pertaining to any alternatives identified.

15. Question: Is Kitsap County wanting to incorporate considerations for accessibility in the Master Plan alternatives developed and especially for the appliance enclosure space?

Answer: As part of the Master Plan alternatives, the County would like to consider accessibility for our customers to our facilities, where feasible.

END OF ADDENDUM #1