



**CITY OF HOUSTON**  
**FINANCE DEPARTMENT**  
 Strategic Procurement Division

**Sylvester Turner**

Mayor

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September 26, 2022

**Subject:** Letter of Clarification No. 2  
 Non-Hazardous Waste, Transport, Disposal Services for Various Departments

**Reference:** Invitation to Bid (ITB) No.: P14-L30004

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

1. The following questions and City of Houston responses are hereby incorporated and made part of the Invitation to Bid; and
2. To Revise Page 15, Section 7.0 Seasonal Service Changes, Subsection 7.1, remove the “with an asterisk (\*)” phrase.

1.	<b>Question:</b>	Are waste haulers allowed to submit a bid for specific service locations or is it a “all or nothing” opportunity?
	<b>Response:</b>	The City reserves the right to award part or all of the bid.
2.	<b>Question:</b>	Section 3.1.5 identifies locations which require no parking signs near the containers. Can the City provide the number of locations, and any specifications required by the City in regard to these signs?
	<b>Response:</b>	The “No Parking” sign requirement will be determined on a case-by-case basis. The City will allot the appropriate time for a vendor to provide signs.
3.	<b>Question:</b>	Can the City identify which locations in Exhibit BB receive seasonal collections? None of the locations identified were marked by an asterisk and mentioned in section 7.1 of the ITB. Additionally, can the City identify what is the number of containers and frequencies that will decrease from May 15 through September 30 <sup>th</sup> ?

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Dave Martin Tiffany D. Thomas Mary Nan Huffman  
 Karla Cisneros Robert Gallegos Edward Pollard Martha Castex-Tatum Mike Knox David W. Robinson  
 Michael Kubosh Letitia Plummer Sallie Alcorn

Controller: Chris Brown

	<b>Response:</b>	The seasonal sites are listed on Page 33 under the heading of Summer Food Program (sites may vary depending on the needs). The Summer Food Program sites are the only seasonal locations and were not noted by an asterisk. The ending of the City's Summer Food Program after September 30 will determine the decrease of containers and frequency.
4.	<b>Question:</b>	In Exhibit BB, there are open top containers listed under each of the three departments. General Services has 2-40 yd and 1-30 yd container on call. It has 1-40 yd 6 times per year, and 1-40 1x a week, and 1-20 yd 1 time a month. The question is regarding the containers on call, how many times per month do they haul?
	<b>Response:</b>	Houston Public Works estimates 40 on-call requests per month. The number of times may increase or decrease depending on the needs of each location.  The General Services Department estimates the frequency will be determined based on the projects at each building. There is not a set frequency.
5.	<b>Question:</b>	In Exhibit BB, there are open top containers listed under each of the three departments. Regarding the 40-yard going 6 times per year, are those scheduled, or does General Services call when it is ready for a haul?
	<b>Response:</b>	The General Services Department will contact the Vendor when the haul needs to be scheduled.
6.	<b>Question:</b>	In Exhibit BB, there are open top containers listed under each of the three departments. Regarding the 40-yard going 1 time per week, what day is it scheduled?
	<b>Response:</b>	Houston Public Works requires an alternate schedule between Tuesday-Thursday weekly.  The General Services Department states that the schedule will depend on the operations of the department. Advanced notice will be given to the Vendor.  The Houston Parks and Recreation Department pick-up(s) are on a monthly service requirement unless the department requests additional pickups.
7.	<b>Question:</b>	In Exhibit BB, there are open top containers listed under each of the three departments. Regarding the 20-yard going 1 time a month, is it the same day of the month?
	<b>Response:</b>	The container will not be the same day each month.
8.	<b>Question:</b>	Section 2.3 states that compactor units will need to be provided by the contractor at the locations identified in Exhibit BB. However, Exhibit BB does not reference which locations have compactors currently. Could the City please identify these locations, provide the number of pick-up services for compactor, roll off and open containers?
	<b>Response:</b>	The compactors range from 20, 30 or 40 yards.

		Facility	Location name	Number of Containers	Container Capacity (Cubic Yards)	Collection Frequency	Schedule
		Carpenter Shop	61 Reisner	1	40	6	Year(Call)
		Central Police	61 Reisner	1	40	1	Week
		Police Headquarters	1200 Travis (Bags)	1	20	1	Month
		Houston Transtar	6922 Old Katy Rd	1	40	(on call	
		Northeast Quad	802 E. Burress	1	30	30	Year(Call)
		Northwest Quad	5900 Teague	1	20	2	Week
		Southwest Quad	7101 Renwick	1	40	call	Call
		WW Tech Services	100 Japhet	1	30	2	Month
		Alief Community Center	11903 Bellaire Blvd	1	30		
		BARC	2700 Evella	1	40	1	Monthly
9.	Question:	Can the City provide the number of roll-off hauls and the number of tons disposed of in 2021-2022 for the On Call services?					
	Response:	The number of tons cannot be determined. The estimated range of roll-off hauls from 2021-2022 is approximately 50-100.					
10.	Question:	Can the City provide the number of tons that have been collected in 2020 and 2021?					
	Response:	The number of tons Citywide cannot be determined based on billing because pickup service is determined by invoice (which does not specify weight) and several departments are invoiced separate.					
11.	Question:	Public Works has 14–20-yard containers on call, 1–20-yard 1 time a week, and 1–20-yard one time a month. There is also a 3 yd container on call. It has 4–30-yard containers on call, 1–30-yard container going 1 time per month and 1–30-yard container going 4 times per month. It has 1–40-yard container on call and 1 going 2 times per week. How many times per month do the on call 20-yard containers haul?					
	Response:	Houston Public Works estimates 30-40 on-call requests per month. The number of times may increase or decrease depending on the needs of each location.					
12.	Question:	Public Works has 14–20-yard containers on call. What day of the week is the 20-yard going 1 time a week hauled?					
	Response:	The days will vary depending on the need.					
13.	Question:	Public Works has 14–20-yard containers on call. Is the 20-yard going 1time per month hauled on the same day each month?					
	Response:	The 20-yard container is not hauled on the same day each month.					
14.	Question:	Public Works has a 30 yd container on call. On the 30-yard container on call, how many times per month does it haul?					
	Response:	The 30-yard container is hauled roughly two to three times per month.					

15.	Question:	Public Works -How many times per month do the 30-yard containers haul?
	<b>Response:</b>	The 30-yard container is hauled 30-40 times per month. The number of times may increase or decrease depending on the needs of each location.
16.	Question:	Public Works -Is the 1 time a month 30-yard container on the same day each month?
	<b>Response:</b>	The 30-yard container is not hauled on the same day each month.
17.	Question:	Public Works- What days of the month do the 4–30-yard containers go?
	<b>Response:</b>	The days may vary depending on need
18.	Question:	Public Works -How many times per month does the 40 yards on call haul?
	<b>Response:</b>	The 40-yard container is hauled roughly three times per month.
19.	Question:	Public Works -What days of the week does the 40-yard container that goes 2 times per week haul on?
	<b>Response:</b>	The days may vary depending on need
20.	Question:	Parks & Recreation has 3–40-yard containers that go 1 time per month. What days of the month do the 3-40 yards haul?
	<b>Response:</b>	The department does not have specific dates; instead, the department has a monthly pickup schedule. Also, should the container need additional services before the end of month, the Vendor will be notified of additional services needed.
21.	Question:	Who is the current service provider for the commercial stops?
	<b>Response:</b>	BFI Waste Services of Texas, LP is the current service provider.
22.	Question:	Could the City clarify the M/WBE goal?
	<b>Response:</b>	The MWBE goal for L30004 Non- Hazardous Waste, Transportation and Disposal Services is 16%.
23.	Question:	Could the City please provide a copy of the current contract, any amendments, and last six months' invoices?
	<b>Response:</b>	Please refer to the website: <a href="http://houstontx.gov">Public Information Act Requests (houstontx.gov)</a> .
24.	Question:	Could you please provide the current rates paid to the incumbent?
	<b>Response:</b>	Please refer to the website: <a href="http://houstontx.gov">Public Information Act Requests (houstontx.gov)</a> .
25.	Question:	Can the City provide a copy of “Exhibit F Fees and Costs”?
	<b>Response:</b>	Please refer to the website: <a href="http://houstontx.gov">Public Information Act Requests (houstontx.gov)</a> .
26.	Question:	Does the City have an expected contract start date?
	<b>Response:</b>	The estimated award date is November 2022.
27.	Question:	Under the current contract is the City aware of any other government agencies that have used the existing contract to received collection, transportation and disposal services?
	<b>Response:</b>	There are no other government agencies at this time.
28.	Question:	Can the City provide a sample of the Waste Stream Management Audit it has received during the current contract?
	<b>Response:</b>	Please refer to the website: <a href="http://houstontx.gov">Public Information Act Requests (houstontx.gov)</a> .

29.	<b>Question:</b>	Can the City clarify the fuel adjustment increases? The additional 1% charged to rates over \$4.35 per gallon on the first 0.25 cents wouldn't be applied until diesel prices are \$4.60. However, the RFP identifies an additional 2% increase when the diesel price per gallon is at \$4.50. Could the City clarify how it will apply these fuel increases and at what intervals?
	<b>Response:</b>	Intervals will be every calendar quarter.
30.	<b>Question:</b>	In the open tops at the WWTP's, what type of material is going in them?
	<b>Response:</b>	The open tops at HPW's WWTP facilities contain common trash and other specific items such as grit, scum, and plastic hoses. These items are profiled and put in separate dumpsters via manifest. The manifest indicates what landfills they are to be transported to for dumping.

When issued, Letter(s) of Clarification shall automatically become a part of the Bid documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the Proposer to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response to this solicitation, Proposers shall be deemed to have received all Letter(s) of Clarification and to have received all Letter(s) of Clarification and to have incorporated them into this Proposal.

If you should have any questions, please contact Tia Jordan at (832) 393-9153 or via email at [buyers.tia.jordan@houstontx.gov](mailto:tia.jordan@houstontx.gov).

Thank you,

DocuSigned by:  
  
6121834A077C41A...

Jedediah Greenfield, Interim Chief Procurement Officer  
Finance/Strategic Procurement Division

Revised 9/22/2022

**SPECIAL SERVICES**

**6.0 GENERAL**

6.1 Increasing the number of collection sites, containers, compactor units, the capacity of the containers specified or increasing the frequency of collection beyond that level of service detailed in Exhibit "BB" shall be designated as a "Special Service" under the terms of this Contract. Costs and approval for such "Special Services" must be in accordance with Section 9.0, "Additions and Deletions."

**7.0 SEASONAL SERVICE CHANGES**

7.1 Certain collection sites designated in Exhibit "BB" are subject to seasonal service changes or adjustments. If the seasonal service changes are not included in Basic Services, they will be considered to be "Special Services" under the terms of this Contract. Seasonal is defined as May 15 through September 30. Contractor shall remove trash containers from seasonal locations when notified in writing by the City via a Notice of Deletion letter.

**8.0 SILENCE OF THESE SPECIFICATIONS**

8.1 The specifications set forth herein cover the minimum requirements for non- hazardous solid waste collection, transportation, and disposal services. The descriptions contained in these specifications shall be considered as instructive to the Contractor as to the type and quality of containers and compactor units desired. The apparent silence of these specifications as to any detail, or the apparent omission from them of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices shall prevail. All interpretation of these specifications shall be made based upon this statement.

**9.0 ADDITIONS AND DELETIONS**

9.1 The City, by written notice from the Chief Procurement Officer or the Director to the Contractor, at any time during the term of this Contract, may add or delete like or similar equipment, supplies, locations and/or services to the list of equipment, supplies, locations, and/or services to be provided. Any such written notice shall take effect on the date stated in the notice from the City. Similar equipment, supplies, services, or locations added to the Agreement shall be in accordance with the Agreement specification/scope of services, and the charges or rates for items added shall be the same as specified in the fee schedule. In the event that the additional equipment, supplies, locations and/or services are not identical to the item(s) already under contract, the charges there for will then be the Contractor's normal and customary charges or rates for the equipment, supplies, locations and/or services classified in the fee schedule.