

MEETING MINUTES
PRE-PROPOSAL MEETING
THURSDAY, DECEMBER 15, 2011
RFP FOR SOLID WASTE OPERATIONAL SERVICES

This meeting is mandatory. Therefore, if your company's name is not on the sign in sheet, your company's proposal will not be opened or evaluated.

Please pay attention to middle of page 3 (Section 1.3) of the RFP for key dates.

Deadline for written questions to be submitted to Pam Hawkins is December 22, 2011, at noon.

After that, no questions can be accepted. The answers to any questions or any supplemental information will be posted to the Union County website no later than December 29, 2011 at 5:00 p.m. Proposals are due January 5, 2012 at 4:00 p.m.

One caution to you is to not rely on Fed Ex or UPS this time of year because of bad weather, etc. Your proposal might be at risk to not be received on time.

On page 4 of the RFP, Pam Hawkins will receive all the information, questions, and proposal documents. See instructions in the RFP on how to address the packages.

Contract term will be a 5-year contract with 3 possible one-year renewals or until termination in writing.

Because this is a service contract, we are not requiring bid bonds or performance and payment bonds at this time. This is not an at-risk project.

Scope of work:

We are looking for proposals to provide solid waste operational services to include two new convenience centers and facility upgrades to the existing transfer station.

Basically your proposal for day to day operations and providing solid waste services, in addition to building and providing facilities as part of the overall package.

Union County will prepare grading and utilities to the sites of the two convenience centers. There will be no problems with permitting. County already owns the property.

Design-build arrangement. Submit site plan and design to Union County. Then we will agree to what you will do. They will be permanent structures there and capitalized back to Union County.

Addendum #1 will be a change to Section 2.2 item: Remove "single stream recycling" and replace with "source separated recycling."

Currently the recycling is handled through the North Georgia Resource Management Authority, and that will continue. Union County will take ownership of recyclables at the transfer station. You will do the bailing and load trailers, and the County will take it out. The process will stay the same way it is done now.

Be sure to check the Union County website regularly. We will not post anything beyond the deadline for answers to questions.

In the RFP are conceptual hours of operations.

Page 6, Item 3 gets into the mandatory requirements. These items are required for your proposal to be evaluated. SAVE affidavit and e-Verify documents are required because of the new immigration law. There is no outline for price of proposal. Just propose how you see it working, use your judgment and your own forms to articulate what you are proposing. Any addendums must be signed and included in your proposal. Section 3.2 has the general elements for pricing proposal, but there is no specific format. Pricing proposal must be in a separate sealed package from the qualifications. Once we have gone through your qualifications, if there are required items missing, your proposal may be returned to you.

Scoring criteria is in Section 5.2.3. Scoring is on a 100-point scale. Evaluations matrix will be published after award.

Page limit is 20 pages.

Roots of project and general overview is what we are looking for. It is up to you to provide details of how you propose is the best way to make it work.

QUESTION: Advanced Disposal has the operations of the transfer station now?

ANSWER: Yes

QUESTION: Why are we bidding it out?

ANSWER: We need to make changes to the facility which will require a longer term commitment. Attorney told us we need to bid it out and give all the same opportunity to provide what is the best value for taxpayers.

QUESTION: Who sets the gate rates?

ANSWER: County. \$49/ton right now.

QUESTION: Do we have flow control?

ANSWER: No

QUESTION: What is the daily tonnage at the transfer station?

ANSWER: Unknown at this time

QUESTION: Can we go see the site?

ANSWER: Yes

QUESTION: Is the equipment Advanced Disposal's?

ANSWER: Yes

QUESTION: How long has Advanced Disposal had it?

ANSWER: Since 2008.

QUESTION: Will we give plats for the convenience center locations?

ANSWER: The physical addresses for the convenience centers have been provided. Plats will be provided to the successful offeror.