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ADDENDUM No. 1
to
RFP No. '15/23/P

Date: January 6, 2015
To: All Interested Offerors
From: Randall Kippenbrock, P.E., Executive Director 
Re: RFP No. '15/23/P – Composting Operation, Marketing and Sales at the Caja del Rio Landfill for the Santa Fe Solid Waste Management Agency

The following questions/answers, clarifications and/or revisions to Request for Proposal No. '15/23/P are hereby made a part of the RFP documents for the above referenced proposal as fully and as completely as though the same were included therein.

Q&A /Clarification/Revisions

1. *Question: What is the pH of the effluent water?*

Response: On December 31, 2014, the Agency performed a pH field measurement on one effluent water sample collected from the surface of the effluent pond. The pH value was 9.4. Generally, the pH for the effluent water at the City of Santa Fe's wastewater treatment plant outfall ranges from 7.2 to 7.5. The effluent water, however, in ponds such as golf courses will typically have high pH values due to many environmental factors. The Agency receives effluent water from the wastewater treatment plant via Marty Sanchez Golf Course ponds. If needed, the Contractor possibly can treat the effluent water with acid/urea injection or some other methods during the loading of effluent water at the effluent pond.

2. *Question: Is a surety bond needed?*

Response: At this time, a surety bond is not needed. The Agency believes the environmental liability section on the certificate of insurance will meet the requirement.

3. *Question: More time is needed to respond to the RFP. Can the deadline be extended?*

Response: The deadline cannot be extended. The due date for proposals is January 12, 2015.

4. *Question: What is the ratio of food waste to green waste?*

Response: Currently, the Agency does not accept food waste as part of its composting operation. However, the City of Santa Fe has an agreement with a non-profit group for food waste collection. The non-profit group transports the food waste to a local nursery for composting. Interested Offerors should expect the food waste to be a part of the composting operation in the future. Furthermore, it will be the Contractor's responsibility to develop a composting recipe for food waste.

5. *Question: If another product is produced offsite and brought in for sale, will the Agency expect or get paid royalty for that product?*

Response: The royalty for offsite products will be a point of negotiation. The Agency, however, prefers the Contractor to focus on the incoming materials (e.g., mulch, manure, wood waste, food waste) that are brought from the Buckman Road Recycling and Transfer Station (BuRRT) and the City of Santa Fe and to not bring in raw or finished materials that are not part of the Agency, City of Santa Fe or Santa Fe County's green waste programs.

6. *Question: Who is responsible for maintenance of equipment provided by Agency*

Response: The maintenance of Agency's equipment will be a point of negotiation (e.g., trommel screen). If the Agency takes on the responsibility of maintaining the equipment, then the Agency will rent the equipment to the Contractor (e.g., weekly rental). In either case, the Contractor will be responsible for the replacement of wear parts (e.g., trommel screen).

7. *Question: When can changes be made to the variation of scope of work?*

Response: Any changes to the scope of work will be determined during contract negotiations with the selected Offeror.

8. *Question: How much of 7,000 tons of mulch is left from BuRRT? Where are the 7,000 tons of mulch going?*

Response: In 2014, the Agency collected 8,509 tons or approximately 57,000 cubic yards of green waste at BuRRT. If all of the green waste is mulched at the density of 600 pounds per cubic yard, then there should be approximately 28,000 cubic yards of mulch in a given year. Historically, the Agency sells 7,000 cubic yards of mulch a year to customers on a first come, first serve basis (e.g., the City of Santa Fe's wastewater treatment plant, Santa Fe residents, etc.). The Contractor will be responsible for composting the remaining mulch not sold to customers. The actual quantity of mulch will vary from year to year. Although there is no minimum guarantee of mulch available for composting, the Agency anticipates between 20,000 and 25,000 cubic yards of mulch available to the Contractor annually. In the event the Agency has no mulch available, the Contractor may supplement the composting operation with other materials upon approval with the Agency. All finished compost/mulch/soil amendment products are property of the Agency until the Contractor sells the products utilizing the landfill scales. Last, the Agency

has utilized mulch at the landfill for slope stabilization to alleviate the mulch stockpiles created at the landfill and BuRRT. The Agency's goal is to not use that the composted products for the landfill operation (e.g., side slope stabilization) and instead be marketed and sold to the public.

9. *Question: Regarding changes to the composting plan, how many days will it take for NMED Solid waste Bureau to complete the review and approve the changes?*

Response: The New Mexico Solid Waste Rules (SWR), 20.9.3.27 NMAC, requires the registration of a composting facility with the New Mexico Environment Department (NMED). The owner or operator of a composting facility must apply for a registration at least 30 days prior to any operations and every five years thereafter. Existing composting facilities shall apply for a registration at least 30 days prior to the expiration of their existing permit or registration. The Contractor will work with the Agency to submit to the NMED an amendment to the Agency's composting plan to meet their proposed composting operation.

10. *What are the pH values of the compost windrows located at the Caja del Rio Landfill's composting area?*

Response: On December 31, 2014, the Agency collected two composited samples from two northernmost compost windrows and analyzed them for pH and electrical conductivity (EC) at an accredited environmental laboratory. The pH values were 7.88 and 8.21. The EC values were 2.20 and 2.24 mmho/cm.

11. *Question: How many gallons of effluent water are available on a yearly basis?*

Response: Based on the Agency's understanding with the City of Santa Fe there will be enough effluent water on a yearly basis for a successful composting operation. Based on historical usage of the effluent water at the landfill it is possible that at least one million gallons of effluent water may be available for the composting operation. Interested Offerors should be advised that effluent water is limited during the winter months from mid-November through mid-March. In the event that there is no effluent water available at the landfill, the Contractor will be required to transport water, at their expense, from another source outside the landfill. Interested Offerors should state in their proposals the gallons of effluent water needed to successfully operate the composting program at the landfill.

12. *Question: Can the Contractor use Agency's equipment such as water wagons and wheel loaders for its composting operation?*

Response: The Contractor may not use Agency's equipment.

13. *Question: Will there be electricity available for a portable building/trailer?*

Response: Such utility needs as electricity, water, security, sanitation and disposal will be determined during contract negotiations with the selected Offeror.

14. *Revision to the RFP Section - Preferences In Procurement:*

Response: Offerors are directed to Preferences In Procurement on page 8. Paragraph 20 of Information to Bidders is amended and replaced so that paragraph 20 now reads in its entirety:

20. PREFERENCES IN PROCUREMENT

- A. New Mexico In-State Preference: To receive a resident business preference pursuant to Section 13-1-21 NMSA 1978 a business shall submit with its proposal a copy of a valid resident business certificate issued by the NM Department of Taxation and Revenue.

If an Offeror submits with its proposal a copy of a valid and current in-state resident business certificate, 5% of the total weight of all evaluation factors used in the evaluation of proposals may be awarded.

Certification by the NM Department of Taxation and Revenue for the resident business takes into consideration such activities as the business or contractor's payment of property taxes or rent in the state.

or

- B. New Mexico Resident Veteran Business Preference: New Mexico law, Section 13-1-22 NMSA 1978, provides a preference in the award of a public works contract for a "resident veteran business". Certification by the NM Department of Taxation and Revenue for the resident veteran business requires the Offeror to provide evidence of annual revenue and other evidence of veteran status.

An Offeror who wants the veteran business preference to be applied to its proposal is required to submit with its proposal the certification from the NM Department of Taxation and Revenue and the sworn affidavit attached hereto as Appendix C.

If an Offeror submits with its proposal a copy of a valid and current veteran resident business certificate, 7%, 8%, or 10% of the total weight of all the evaluation factors used in the evaluation of proposal may be awarded.

The resident business preference is not cumulative with the resident veteran business preference.

- C. Local preference: An Offeror who submits to the Agency a valid Local Preference Certification Form, pursuant to the City of Santa Fe Purchasing Manual, or a Santa Fe County Preference Certificate, issued by Santa Fe County, shall receive a 5% preference as set forth in Santa Fe County Ordinance No. 2012-4. The local preference applies only to offers received when the Agency procures services through a competitive sealed proposal process. An Offeror is eligible for the local preference in addition to either the in-state preference or the resident veteran preference.

This Addendum must be signed and returned with your proposal. Failure to do so may cause your proposal to be considered non-responsive.

Receipt of Addendum No. 1 to RFP No. '15/23/P is hereby acknowledged

Authorized Signature

Date

Firm Name