

Questions and answers to RFP-City of Rochester Source Separated Organics Program

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1. Do you have an estimate of how many tons will be collected on a weekly basis, or how many homes will participate in the pilot? How might it change over time?
The City estimates that approximately 20,000 pounds or 10 tons per week may be collected from up to a 1,000 households. The pilot project will run for one year, starting approximately in mid-June 2021. It is unknown at this time how tonnage will change but the tonnage collected in the pilot program will be tracked.
2. How many drop-off locations or collection points will there be, and where will they be located?
The City plans to have two drop-off locations for pilot program participants in Rochester, one at Genesee Valley Park and the other at Cobbs Hill Park. City staff will manage these locations and collect the food waste brought in by the pilot program participants in 96 gallon containers. The Contractor may choose to provide pricing for one or both of the following options for receiving food waste collected by the City. (1) The City can deliver the 96 gallon containers of collected food waste to the Contractor's facility (if within 20 miles of Rochester) or (2) the Contractor can pick up 96 gallon containers of collected food waste from the City's two drop off locations.
3. What is the ideal frequency and timing of pickups from the collection points?
On a Bi-weekly basis, depending on what option the Contractor chooses (the Contractor will pick up or City will deliver to the Contractor). Estimated schedule is by end of day each Wednesday and Saturday.
4. Will the respondent or the city provide labor to load containers into trucks?
City will use 96 gallon containers to collect the food waste from participants at the two drop-off locations. The City will not provide labor to load containers if the Contractor chooses to pick up at the City's drop off sites. If Contractor chooses for the City to deliver food waste at the Contractor's facility (within 20 miles of Rochester), City staff will unload containers.
5. Once scaled to the entire city, the organic materials collection program will require processing sites with robust decontamination capabilities, redundancy in the event of an operational issue, and the ability to operate at full capacity in all four seasons and during any type of weather even. As such, will the city allow for anaerobic digestion of SSO -- with end-products utilized for soil amendment -- from the pilot program?
No, the City does not intend to allow for anaerobic digestion at this point.
6. What is the expected award date for the RFP, and what is the expected start date for transportation and recycling of SSO? What is that anticipated duration of the pilot? How long would the term of the contract be?
Estimated award and start date is mid-June 2021. The pilot is expected to start in mid-June of 2021 and run until approximately June 2022 with optional 1 year extensions of the contract depending on the outcome of the pilot.
7. What type of containers will the City use to transport material from collection/consolidation points, points to Contractor? What is the size(s) of the SSO delivery containers that the Contractor will receive from the City?

96 gallon containers

8. What is the expectation of cleaning/rinsing containers prior to returning to City- rinsed, hot water pressure wash?
Pressure wash
9. Has any guidance been provided to pilot program participants about acceptable materials, or will the awardee work with the city to create a framework of acceptable materials?
Education (website, flyers, information sessions) about the program and acceptable materials will be provided before the collection begins. In addition to the commonly collected materials such as fruit and vegetable scraps, coffee/tea, eggshells, and small amounts of plant material, the City intends to include meat, dairy and compostable food ware in the acceptable materials list. The City will consider expanding the list if needed but not reducing it.
10. Do you expect to include yard waste in the pilot program?
Yes, small amounts of plant material/yard waste may be included per household. The City provides a separate service for collecting large quantities of yard waste including the fall season leaf collection and year-round collection of branches and other bagged yard waste.
11. Will compostable ware be included in the SSO? If yes, BPI certified?
Yes, BPI certified compostable ware can be included.
12. Does the City intend on using liners in the containers?
Yes, it is likely that the City will provide some compostable lines for participants to use but it will not be requirement for all participants to use them.
13. From the RFP, In 2020, he City conducted a feasibility study for implementing a SSO collection and composting program to further reduce the amount of waste sent to landfills and reduce GHG emissions. The feasibility report included a benchmarking study to evaluate municipal SSO programs, a waste characterization study to assess the amount of organic waste currently collected by Rochester, an evaluation of best practices and recommendations for developing pilot SSO programs". Will the City make this information available to the respondents?
Not at this point. The feasibility study did include a benchmarking study and waste characterization study that helped to develop the pilot drop-off program.
14. What is/are the source(s) of SSO for this pilot? A "third bin" that will be distributed to residential homes and apartments? Collected curbside? All sources will be postconsumer? Will there be commercial sources?
The source of SSO will be residential food waste. No commercial sources are included for this pilot. In the pilot program, up to a 1,000 participating households will receive a 5 gallon container to collect food waste. On a weekly basis, participants will drop-off food waste at one of the City's drop off locations.
15. What is the anticipated level of contamination of the material?
Minimal contamination is expected based on benchmarking studies. Educational materials will help to minimize contamination.

Will there be space at the drop-off locations to remove contamination? Most compost facilities will not accept heavily contaminated material that is typical from residential organics collection. Yes, City staff will monitor for contamination at both drop off locations.

16. If contamination can be removed at the drop-off locations is the Contractor or the City responsible for disposing of the non-SSO waste?

The City will dispose the non-SSO waste collected at both drop-off locations.

17. What is the truck access at the drop-off locations?

The City's drop-off locations are in small parking lots in Genesee Valley Park and Cobbs Hill Park and can be accessed by most vehicles.

18. Will the Contractor need to have staff present at the drop-off locations when loads arrive from the City? If so, what days and times and with what frequency does the City anticipate loads arriving?

Yes, biweekly.

19. What are the total available operating hours and days at the drop-off locations?

Estimated operating hours for both locations are Wednesdays and Saturdays, approximately 9am to 5pm. For example, Cobbs Hill park drop-off location may have Wednesday afternoon and Saturday morning hours and Genesee Valley park may have Wednesday morning and Saturday afternoon hours.

20. What facilities are available at the drop-off locations for cleaning SSO delivery containers?

Cleaning facilities will not be available at the drop-off locations.

21. The contractor will be required to track the weight of each City SSO delivery. Is a truck scale or other scale available at the drop-off locations to weigh inbound and/or outbound material?

The City will track individual household weights of each of the 5 gallon containers using a small scale at each drop-off location. The City's scale will not be used to weigh the 96 gallon collection containers as that would be the responsibility of the Contractor.

22. Can the Contractor bring and store equipment at the drop-off locations if needed—e.g. a skid steer?

No

23. Can material that has been transferred to the Contractor's truck or container at the drop off location be stored overnight at the drop-off location?

No

24. If a Contractor's truck or container is not full at the end of a day can it leave the container or truck partially filled (and covered) overnight or does it need to remove any accumulated material at the end of each day?

All material must be removed at the end of each day.

25. Will the City of Rochester be specifying a permitted compost facility to bring the SSO to or are respondents supposed to propose a destination compost facility?

The Contractor must propose a compost facility.

26. For the purposes of this RFP, an annual amount of \$70,000 can be assumed.” Is that amount for the required scope listed under #1 or is that an amount to assume for the services under #1 as well as the additional services under #2?

The amount listed in the RFP was provided as an approximate budget for the project. The Contractor should propose separate pricing as required to complete services as needed under #1 and #2.

27. Would the city be willing to extend the due date of the RFP. We would request an additional 4 weeks.

No, an extension will not be possible.