



San Benito County Resource Management Agency  
Public Works / Planning & Building / Parks / Integrated Waste

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STEVE LOUPE, Public Works Administrator

October 25, 2023

## ADDENDUM NO. 1

The following amendment and clarifications are hereby made to the Request for Proposals for:

**SAN BENITO COUNTY INTEGRATED WASTE MANAGEMENT:  
HOUSEHOLD HAZARDOUS WASTE SERVICES**

**TO ALL PROSPECTIVE PROPOSERS:**

The following amendment and clarification are hereby made to the Specification Package for “San Benito County Integrated Waste Management: Household Hazardous Waste Services” Hollister, California, County of San Benito.

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents as noted below. Contractor **must** acknowledge receipt of this Addendum in the Official RFP Form. Failure to do so may be sufficient cause for the San Benito County Integrated Waste Management Division to reject the bid.

Addendum #1 is a response for information and clarification to the specifications to RFP IWM-2023-03 as noted in the following attachments.

**Attachments:**

Q & A to RFP IWM-2023-03

A handwritten signature in blue ink that reads "Celina Stotler".

**Celina Stotler**  
Integrated Waste Manager

## RFP: IWM-2023-03 Q & A

- Q1: Is the USB we are required to mail due on 11/3 as well since we are to email an electronic copy of the proposal?  
**Yes. The mailed usb drive must be postmarked 11/3/23.**
- Q2: Are we able to use UPS or FedEx to mail the USB? The RFP states US Mail.  
**Yes, UPS or FedEx is acceptable.**
- Q3: Does the County have specific locations in mind for the temporary events?  
**County staff and our contractors have used Veterans Memorial Park (Hollister), Brigantino Park (Hollister), and San Juan Elementary School parking lot (San Juan Bautista) for prior recycling events. We are open to other locations recommended.**
- Q4: How many participants does the County anticipate at each of the temporary events?  
**Between 100 to 350.**
- Q5: Will the County expect a certain number of staff onsite at the temporary events?  
**In the RFP Section 3.2 Scope of Work #4 states what the contractor responsibilities are during collection events, this is on page 10-11.**
- Q6: Regarding the Official RFP Form does the Solid Waste Diversion Plan refer to trash collected from the permanent or temporary events? This would not include any hazardous waste, correct?  
**The Solid Waste Diversion Plan refers to building permits for San Benito County. Please refer to [Section 15.01.046 of the County code](#). This form is not required for this RFP work.**
- Q7: On the Official RFP Form it states that we can provide exceptions to the terms and conditions of the proposal as a separate attachment. I would just like to confirm this includes any exceptions or redlines to the sample contract?  
**The sample contract is our standard County contract, but you are welcome to provide any redlined suggestions for our legal counsel review and consideration.**
- Q8: Under section 2.7 – Proposal Content, Subsection C states: “Including experience of support staff (must be bonded and uniformed) that would be assigned to the contract.” Can you please specify what is meant by the bonded and uniformed part?  
**Contractor will need to obtain a surety bond. This provides the County with a level of protection and financial compensation if the contractor fails to complete the agreed upon work or violates the terms of the contract. The contractor should ensure their employees wear a uniform while working. This establishes a professional and consistent appearance to our customers at the HHW facility and makes it easier to identify Contractor staff from any Landfill Operator or County staff.**
- Q9: The Duration dates in the Sample Contract in the RFP state July 1, 2023 to Jun 30, 2026. Is this typo?  
**The contract commence date is anticipated to begin January 1, 2024, pending staff evaluation of the RFP proposals and the final approval of the awarded proposal by the San Benito County Board of Supervisors. The contract would run approximately 3 years and automatically renew for two successive one year periods (July 1 – June 30).**

**RFP: IWM-2023-03 Q & A cont.**

- Q10: What type and size of cylinders have been accepted in the past?  
**Typically, 1 liter and 5-gallon cylinders are brought to the facility, but larger sizes have been accepted. Typical cylinder types accepted include propane, fire extinguishers, Mapp gas, CO2, and scuba diving cylinders. Less frequently, oxygen and freon.**
- Q11: Does the current contractor bulk solvents, oil & anti-freeze at the permanent facility?  
**Oil and antifreeze are bulked. Flammable has been bulked on occasion, but this is not typical.**
- Q12: Can you please clarify the County or landfill staff will provide all necessary traffic control?  
**As stated in the contract (pages 10-12), the contractor will be expected to maintain safe traffic management and perform traffic control for servicing the HHW facility and for temporary collection events. A traffic flow plan will be required as part of the Operations Plan. At this time, the Landfill Operator provides some traffic control on John Smith Road during the monthly Household Hazardous Waste event days.**
- Q13: Is it acceptable for the usb drive to be mailed out on 11-3-23 as long as the email version is submitted by the due date and time; or does the usb drive also have to be received by 11/3/23 4pm?  
**The mailed usb drive must be postmarked 11/3/23.**