

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

From: SONOMA COUNTY WASTE MANAGEMENT AGENCY

To: COMPANIES THAT ATTENDED THE MANDATORY PRE-PROPOSAL CONFERENCE

**ADDENDUM NO. 2: Request for Proposals for Organic Materials Processing Services**

Notice is hereby given that this Addendum No. 2 is provided to the companies represented at the Mandatory Pre-Proposal Conference held on June 28, 2017, and that the clarifications, additions and/or deletions contained in this Addendum shall be made part of the Request for Proposals (RFP) for the above-referenced project, and shall be subject to all applicable requirements there-under, as if originally shown and/or specified.

The list of companies represented at the Mandatory Pre-Proposal Conference provided as part of Addendum 1 incorrectly spelled one company name – Herhof California is the correct spelling of the company listed as “Herb of California” in Addendum 1.

Questions Submitted in Response to the RFP

The following questions were submitted in response to the original RFP document issued on May 31, 2017. The SCWMA’s response is provided below each question, and information is provided regarding any corresponding revisions, additions, or deletions that are hereby made to the text of the original RFP document and Agreement.

**Question 1:**

- a. Is it available any waste analysis or projection in terms of percentage of residential food scraps vs Green waste for the franchised quantities highlighted at Table 2 of the RFP document?**

The SCWMA does not have a waste analysis that specifically characterizes residential food scraps vs green waste in the organic materials stream. In order to provide an opportunity for potential proposers to visually assess SCWMA organic materials, SCWMA has made arrangements with Republic Services to allow potential proposers to view SCWMA organic materials at the Healdsburg Transfer Station on August 9 from 10 am to noon. Details are provided below:

Healdsburg Transfer Station  
166 Alexander Valley Rd, Healdsburg, CA 95448  
August 9, 2017  
10am to 12pm

Attendees must RSVP to R3 at [cbaxter@r3cgi.com](mailto:cbaxter@r3cgi.com) by 10:00 am PDT on August 7, 2017. Attendees are required to bring their own PPE, including safety vests for visibility and safety helmets (hard hats) and are strongly encouraged to carpool with team members if more than one are attending, as parking is limited at the site.

- b. Is there an analysis of the currently commingled waste stream available?**

See answer to Question 1a above.

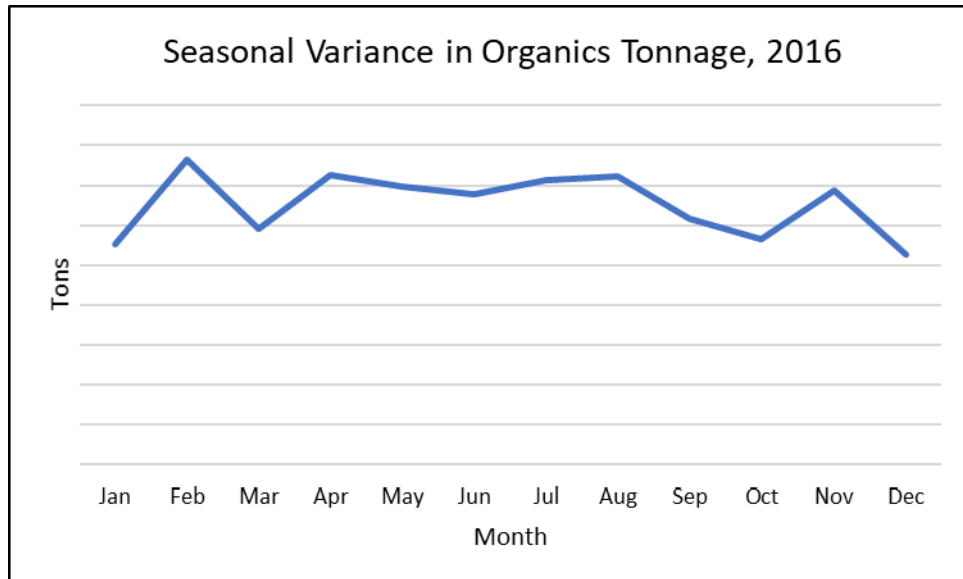
**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

- c. Is there any seasonal variation to the feedstock quantities and feedstock composition (e.g.: percentage greenwaste to foodwaste)?**

For seasonal variation in quantity of feedstock, see the chart below. This chart shows total wood waste and comingled yard debris and residential food waste tonnage for each month of 2016, as calculated by the SCWMA from reports by Republic Services.



- d. Can you provide seasonality on the waste streams that are being considered?**

See answer to Question 1c above.

**Question 2:**

- a. CalRecycle Regulations Title 14, Chapter 3.1, Section 17854.1 requires digestate to be processed at composting facilities with a Full Solid Waste Handling Permit (<http://www.calrecycle.ca.gov/Laws/Regulations/Title14/ch31.htm>). If Sonoma chooses anaerobic digestion to process compostable materials, what is to be done with the digestate since no facility with a Full Solid Waste Handling Permit exists in Sonoma County?**

The SCWMA is requesting that proposers arrange for the deposition of any products of processing, including marketing, composting at an appropriate facility, or disposal at a landfill. The SCWMA has not requested or required that these products stay in Sonoma County, except for residual requiring landfill disposal, which should be directed to a County of Sonoma-owned, Republic Services operated transfer station.

- b. If the intention is to truck the digestate out of county to be processed and continue to truck finished compost back to Sonoma, are Sonoma's county goals regarding green waste and compost met, especially given the high cost of in-vessel anaerobic digestion?**

The SCWMA makes no assumptions that digestate from anaerobic digestion processes need be exported; it is incumbent on Proposers to describe the intermediate and finished products created. The SCWMA will evaluate processes and operations when proposals are received.

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

Proposals which demonstrate clearly that the finished products from their operations create high-quality soil amendments while reducing the greenhouse gas impacts related to transportation and processing will be scored higher than proposals where markets for finished/intermediate products are unknown and have a high greenhouse gas footprint due to transport and processing.

**Question 3:**

**The complexity of the RFP and the necessary timelines for negotiating PPA and offtake agreements as well as site control negotiations are very time consuming. Therefore, we would like to request an extension of the submission deadline of 60 days.**

Addendum 1, issued on July 6, 2017, changed the due date for submission of proposals to October 18, 2017 by 11:00 a.m. PDT.

**Question 4:**

- a. What and where is the distribution of the unincorporated county waste stream geographically?**

The SCWMA does not have data on the distribution of the Unincorporated County green waste/food waste stream. Unincorporated County green waste/food waste accounts for 28% of the 2016 total tonnage.

Future tonnage handled by each transfer station will vary from 2016 due to the fact that organics are no longer accepted at Central Disposal Site. Therefore, the SCWMA does not believe these details are relevant to preparation of proposals.

Given that disclaimer, the following is a list of transfer stations and the percentage of the total wood waste, comingled yard debris and residential food waste tonnage from Unincorporated County handled in 2016, as calculated by the SCWMA using reports from Republic Services.

<b>Annapolis Transfer Station</b>	<b>Guerneville Transfer Station</b>	<b>Healdsburg Transfer Station</b>	<b>Sonoma Transfer Station</b>	<b>Central Disposal Site</b>
8%	33%	32%	8%	19%

- b. What quantities unincorporated waste quantities within a 25 mile radius of Santa Rosa?**

See answer to Question 4a above.

- c. What is the quantity from the unincorporated parts of the county from each of the five transfer stations?**

See answer to Question 4a above.

**Question 5:**

- a. How much commercial food scraps would be available from Republic Services and where are they currently going? i.e. Number of tons on Non-Disposal Facility Element**

Commercial food scraps are not currently subject to SCWMA flow control, and there is no guarantee that they will be committed as part of this procurement process. Per

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

reports provided to SCWMA by Republic Services, there were 4,877.17 tons of commercial food scraps handled by Republic in 2016. These materials were directed to Republic composting facilities. Waste characterization studies performed by the SCWMA indicate that tens of thousands of food waste tons could be diverted from landfill disposal.

**b. Over the next 20 years, is there an expected % increase of food waste in the waste stream as the residential collection program and diversion efforts increase?**

The SCWMA does expect the percentage of food waste in the organic material stream to increase in the future, but has not established specific estimates for this change. Proposers are encouraged to examine state law and the garbage waste characterization conducted in 2014<sup>1</sup> and to prepare their own estimates of the amount of food waste, contamination, and other materials that they expect to see present in the organic materials stream in the future.

The SCWMA does plan to work on community outreach by engaging with franchised haulers, the selected proposer(s) from this process, and its member agencies. Once long term solutions for organic material capacity are secured, the SCWMA plans to greatly increase educational outreach and examine policy to encourage additional organic material diversion.

**c. The Organics Planning Infrastructure Law indicates that Sonoma County is going to need an additional 140,000 tpy of processing capacity (attached). Given the existing infrastructure that is used in the calculations is primarily leaf/yard composting and chip/grind, can you elaborate on the amount of food waste that you would like the proposed facility to handle?**

Please see the answer to Question 5b, above.

**d. Given the SB1383 laws, the waste stream being considered is going to contain more food waste and more contamination, how do you want the proposers to handle this in their proposal?**

Please see the answer to Question 4b, above. Additionally, the SCWMA is looking to proposers for recommendations of how the SCWMA can work with individual operators to tailor outreach to the requirements of each facility.

**Question 6:**

**Is SCWMA aware of any special permits that are required besides the typical solid waste and state permits (Solid Waste, Air, Conditional Use, etc.)?**

The SCWMA is not aware of any special permits that might be required other than the typical permits, but that does not mean that there are none. Proposers are responsible for their own investigations and determinations with respect to this question.

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<sup>1</sup> Organic material was 30.7% of the disposal waste stream in the SCWMA-commissioned 2014 Waste Characterization Study. Additional detail, including percentages of specific waste types, can be found at [http://www.recyclenow.org/pdf/sonoma\\_county\\_waste\\_characterization\\_study\\_2014.pdf](http://www.recyclenow.org/pdf/sonoma_county_waste_characterization_study_2014.pdf).

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

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**Question 7:**

**How is the weighing of the proposal evaluation between the various evaluation criteria?**

No specific weighting of evaluation criteria are available at this time other than what is described in the RFP.

**Question 8:**

- a. To what extent can the tipping fees be re-negotiated if not all member agencies sign up to supply their organic waste?**

Tipping fees will not be adjusted if member agencies “opt out” of the SCWMA-designated facility(ies). Proposers are encouraged to provide as part of Form F (Proposed Organic Waste Per Ton Rate and Annual Tonnages by Category) appropriate tipping fees for each tonnage bracket proposed. The proposed tipping fees may vary depending upon the amount of material which the SCWMA directs to a facility.

- b. Section 1.4: Can the SCWMA provide an estimated minimum flow into the Compost facility?**

SCWMA has provided tonnage flow amounts from each City, Town, and the County. Proposers are directed to propose minimum annual throughputs in their proposals based upon that information and the understanding from waste characterization studies that the potential for additional material is high.

**Question 9:**

**When will the feedstock supply agreement with the member agencies be signed? What is the allowed timeline after award of the RFP by SCWMA?**

The SCWMA anticipates awarding a notice to enter into exclusive negotiations with one or more Proposers around February 2018, and anticipates signing feedstock supply agreements with Member Agencies around March 2018. This timeline is subject to change.

**Question 10:**

**What is the duration for the Performance Bond (1 MUSD)?**

The Performance Bond must be held through applicable agreement terms.

**Question 11:**

**Are there any ways to negotiate or even a waiver of a special tipping fee for disposal cost of the reject residuals that cannot be processed and have to send back to the landfill? After all the proposed system will have significant impact on the diversion goal, however, residuals might influence a business case negatively.**

Proposers may seek on their own to arrange with Republic and the County an alternative tipping fee at the Central Disposal Site, but should be aware that the SCWMA and County fees will be assessed regardless of the base tipping fee. The SCWMA is not aware of any discounted disposal rates for residual material at this time.

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

**Question 12:**

**The amount of impurities is limited in the RFP. However, this is also depending on the contamination of the feedstock. How is this factored in the service agreement?**

The SCWMA encourages proposers to consider the residual/overs requirements in the RFP and propose a contamination measurement methodology which will be Exhibit C to the Agreement. Per the RFP, pages 22 and 37:

*Contamination levels of 2.5% to under 5% by weight will be assumed to be in the Per Ton rates included in Form F. Proposers should note such additional rates as may be contemplated in Form F as provided. Proposers shall establish a protocol, including a contamination monitoring methodology, applicable contamination thresholds, and methodology for identifying reject-able loads at the scale house in Technical Proposal, Section 5.5.4. This plan – as amended upon the request of the SCWMA – will be an exhibit to the executed Agreement. (page 22)*

*Describe a protocol, including a contamination threshold, surcharge, and methodology for identifying reject-able loads at the scale house. Such contamination monitoring must be accompanied with detailed recordkeeping that is maintained at all times on site (will be Exhibit C to executed Agreement) (page 37)*

**Question 13:**

**a. Are there any prevailing wage requirements for construction or operations?**

Prevailing wages are required for all “public works,” which are defined under Labor Code section 1720 to include any construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds. The SCWMA cannot definitively say whether the proposals will include work that falls within this statutory definition of “public works.” The SCWMA expects that parties responding to this RFP will make the determination of whether or not prevailing wages apply, based on the work to be conducted under each specific proposal. The SCWMA will further require that the selected party or parties will indemnify the SCWMA for any potential prevailing wage claims brought in connection with the work undertaken pursuant to this RFP.

**b. Will the project be prevailing wage for construction and operations?**

Please see the response to Question 13a, above.

**Question 14:**

**a. We have noticed from the sign in sheet of some companies/individuals that were signed in, but were not at the meeting in person. How is section 1.2 in your RFP document defined in relation to “Attendance of a representative of each proposer is required in order to be responsive to the RFP”?**

Attendance at the Mandatory Pre-Proposal Conference will be determined based upon the copies of Form A which the SCWMA collected at the meeting from potential proposers. Any proposal submitted by a company for which the SCWMA does not have a copy of Form A from this meeting will not be considered.

Noticing for this and future Addenda is based off the sign-in sheet from the Pre-Proposal conference.

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

---

**Question 15:**

**What towns/cities didn't intend on participating and why?**

All SCWMA Member Agencies have submitted Letters of Interest in committing flow of Organic Materials to the SCWMA.

**Question 16:**

**On the various fees that are assessed by the City, County and State, can you provide clarity on what we need to include in our pricing and what we can leave out?**

Please include all fees other than the fees assessed by the SCWMA and Sonoma County, as stated in the RFP Section 3.10 (page 21). Provide in your proposal a list of all fees included in the proposed tipping fee, and the amount of each fee.

**Question 17:**

**Section 1.4: If the selected contractor is an out of county facility, is the contractor required to back haul residual (contamination) to the Central landfill?**

Yes, as is required by the Waste Delivery Agreements between the SCWMA member agencies and Republic Services.

**Question 18:**

**Section 1.4: If the selected contractor is an existing operation, is the operation required to provide the SCWMA a lower tip fee than its non-SCWMA entities? (under the long-term agreement)**

No, existing operations are not required to provide the SCWMA a lower tip fee than non-SCWMA customers.

**Question 19:**

**Section 3.5 states that the compost produced must be CDFA approved, and that OMRI listing is preferred. However, OMRI does not list many types of food service ware. How strong is the desire for OMRI listing?**

SCWMA intends that organic materials be processed into high-quality end products, and also intends for inclusion of compostable food service ware in all or a portion of the organics materials streams. SCWMA anticipates that these expectations may be met by one or more proposed facilities and/or processes. To the extent that acceptance of compostable food ware and meeting of OMRI standards are mutually exclusive, proposers should provide a discussion of the trade-offs, options, and considerations in their proposals.

**Question 20:**

**Section 5.5.1, the fifth bullet states that the cover letter must contain:**

*A written statement warranting that the requirements of the Agreement as described in this RFP document, its enclosures, and all addenda, by listing all addenda and dates received, and the seven (7) documents as listed on page 10 of this RFP, have been thoroughly reviewed and the Proposer has conducted all due diligence necessary to confirm material facts upon which the proposal is based.*

**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

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**However, Page 10 of the RFP does not reference any documents. Can you clarify what seven documents this refers to?**

Section 5.5.1 is hereby amended to read:

*A written statement warranting that the requirements of the Agreement as described in this RFP document, its enclosures, and all addenda, by listing all addenda and dates received, and the ~~seven (7)~~ eight (8) documents as listed on page ~~10~~ 11 of this RFP, have been thoroughly reviewed and the Proposer has conducted all due diligence necessary to confirm material facts upon which the proposal is based.*

**Question 21:**

**On the Republic Landfill Agreement questions that were asked, they were based on the table of contents and exhibits to the contract. Thus that is what lead to the questions on the CNG grant, GHG baseline study, etc.**

**Can you elaborate on the CNG Grant Agreement?**

The SCWMA is not aware of or involved in any grants related to CNG in Sonoma County.



**Sonoma County Waste Management Agency  
Request for Proposals for Organic Materials Processing Services**

Addendum No. 2

Issued – July 27, 2017

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All Applicants are required to sign this page of this Addendum No. 2, and shall submit a signed copy of this page with their Proposal package.

Thank you for your participation,

**Sonoma County Waste Management Agency  
Patrick Carter  
Executive Director**

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**ADDENDUM NO. 2      DATE: July 27, 2017**

COMPANY / AGENCY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

REPRESENTATIVE'S NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_