

Addendum No. 1 to RFP 16-07



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFP 16-07,
Food Waste Composting Pilot

From: Angela M. Allen, Purchasing Director

Date: July 31st, 2015

Re: Answer questions, append Prevailing Wages

Addendum No. 1 to RFP 16-07

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

Please acknowledge receipt of any and all Addendums (if applicable) by signing above and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

Addendum No. 1 to RFP 16-07

1. Questions Received

- Q. I see the Living Wage requirement but no Prevailing Wage requirement. Will prevailing wages apply, and what is the requirement?
- A. Prevailing wages will apply for this project and are appended to this addendum. Please include a signed Prevailing Wage Statement of Compliance with the other forms in your technical proposal.
- Q. To meet the hauling requirements set in your pilot program, we would need to change our business model and acquire one or two garbage hauling vehicles to meet the needs of 1000 residents. The proposal mentions if you need to procure vehicles for the pilot. Is this a cost that the city absorbs or if we will need to seek alternate financing options?
- A. The City is not planning to purchase or subsidize the purchase of the vehicle for the contractor. However, if the purchase of a vehicle is part of the respondent's cost, they are welcome to indicate that in a budget breakdown, and factor it into the per ton costs on the price summary form. The respondent should also consider whether they can have a vehicle ready in time by mid-September.
- Q. What are the long term goals of the pilot? To incrementally spread to other days like Cambridge?
- A. The pilot project will provide information that will be used to assess possible expansion. Incremental and city-wide expansion options will be considered after data from the pilot project is analyzed.
- Q. Are the 1000 households all voluntarily signing up, or are you giving free bins to 1000 households and whomever wants to do it can (therefore the expected rate of participation would be a bit lower).
- A. Participation is completely voluntary. Only participating households will receive a container. The City has a target participation total of 1,000 homes, but approximately 3,000 households are eligible to participate.
- Q. Could we use our own bins for this pilot program as they tend to cost less but are still air tight and odor free?
- A. No, the City has already procured bins to be delivered to the participating households.
- Q. We have supplied individual homes with our services for years and they pay a low cost subscriber price for that curbside pick up service of recycling food waste & composting. We have never required contracts, as they were individual households paying for the services. Can we still be considered for this even though we do not have references that had "Contracts"?
- A. While the City would prefer to receive municipal references demonstrating work within a municipality, we will accept references with a demonstrated program management relationship with the vendor.

Addendum No. 1 to RFP 16-07

Q. Is 1000 the number of houses in the Wednesday section? Or are there like 5000 houses?
(Wondering about route density)

A. As stated above, approximately 3,000 households are eligible to participate.

Q. Can we discuss some options that would be extremely beneficial for a city to consider for this pilot program?

A. While the City's primary focus is completing the scope of work outlined in the RFP, we welcome proposals that present additional programmatic benefits and services.

Q. I haven't used Adobe Acrobat to create a file. Are any PDFs OK?

A. Any PDF files are acceptable.

Q. Do we have to use compostable bags? We have been doing this for several years and most places that compost, do not like them at all.

A. As outlined in the RFP, the City intends to use sealable, compostable bags for a variety of reasons including rodent prevention. The city is interested in receiving creative proposals for the program that work within the outline scope and objectives of the program.

2. Prevailing Wage Requirements

See attached. Please include signed Prevailing Wage Statement of Compliance in your technical proposal.

WEEKLY PAYROLL RECORDS REPORT & STATEMENT OF COMPLIANCE

In accordance with Massachusetts General Law c. 149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form has been printed on the reverse of this page and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

In addition, every contractor and subcontractor is required to submit a copy of their weekly payroll records to the awarding authority. For every week in which an apprentice is employed, a photocopy of the apprentice's identification card must be attached to the payroll report. Once collected, the awarding authority is also required to preserve those records for three years.

In addition, each such contractor, subcontractor, or public body shall furnish to the awarding authority directly, within fifteen days after completion of its portion of the work a statement, executed by the contractor, subcontractor or public body who supervises the payment of wages, in the following form:

STATEMENT OF COMPLIANCE

_____, 20____

I, _____,
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by
_____ on the _____

(Contractor, subcontractor or public body)

(Building or project)

and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty nine of the General Laws.

Signature _____

Title _____



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS

Prevailing Wage Rates

**As determined by the Director under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H**

RONALD L. WALKER, II
Secretary

WILLIAM D MCKINNEY
Director

Awarding Authority: City of Somerville

Contract Number:

City/Town: SOMERVILLE

Description of Work: Food waste hauling and composting program. Curbside pickup of food waste, hauling to composting site, hauling final compost back to residential curbside

Job Location: City of Somerville

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the "Wage Request Number" on all pages of this schedule.
- An Awarding Authority must request an updated wage schedule from the Department of Labor Standards ("DLS") if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
- The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
- All apprentices working on the project are required to be registered with the Massachusetts Division of Apprentice Standards (DAS). Apprentice must keep his/her apprentice identification card on his/her person during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **If an apprentice rate is not listed on the prevailing wage schedule for the trade in which an apprentice is registered with the DAS, the apprentice must be paid the journeyworker's rate for the trade.**
- The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule. Awarding authorities are required to request these updates no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. Contractors are required to obtain the wage schedules from awarding authorities, and to pay no less than these rates to covered workers. The annual update requirement is not applicable to 27F "rental of equipment" contracts.
- Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.
- Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
- Employees not receiving the prevailing wage rate set forth on the wage schedule may report the violation to the Fair Labor Division of the office of the Attorney General at (617) 727-3465.
- Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and criminal penalties.

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
Trash/Recycle						
Laborer / Driver	07/01/2015	\$26.35	\$8.24	\$0.00	\$0.00	\$34.59
<i>{Teamsters 25}</i>	01/01/2016	\$26.41	\$8.24	\$0.00	\$0.00	\$34.65
	07/01/2016	\$26.60	\$8.39	\$0.00	\$0.00	\$34.99
	01/01/2017	\$26.66	\$8.39	\$0.00	\$0.00	\$35.05

Additional Apprentice Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

** Multiple ratios are listed in the comment field.

*** APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.

**** APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.

MASSACHUSETTS WEEKLY CERTIFIED PAYROLL REPORT FORM



Company's Name:		Address:		Phone No.:		Payroll No.:														
Employer's Signature:		Title:		Contract No.:		Work Week Ending:														
Awarding Authority's Name:		Public Works Project Name:		Public Works Project Location:		Min. Wage Rate Sheet No.														
General / Prime Contractor's Name:		Subcontractor's Name:		"Employer" Hourly Fringe Benefit Contributions																
Employee Name & Complete Address	Employee is OSHA 10 Certified (?)	Work Classification:	Appr. Rate (%)	Hours							Project Hours (A)	Hourly Base Wage (B)	Health & Welfare Insurance (C)	ERISA Pension Plan (D)	Supp. Unemp. (E)	Total Hourly Prev. Wage (F)	(A x F)		Check No. (H)	
				Su.	Mo.	Tu.	We.	Th.	Fr.	Sa.							Other	Total Gross Wages (G)		Project Gross Wages (H)
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			
	<input type="checkbox"/>																			

NOTE: Pursuant to MGL Ch. 149 s.27B, every contractor and subcontractor is required to submit a "true and accurate" copy of their weekly payroll records directly to the awarding authority. Failure to comply may result in the commencement of a criminal action or the issuance of a civil citation.