

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	Page 1 of 7
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 10/27/2009	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)		
6. ISSUED BY CAO Procurement Management H2-358 Ford H.O.B. Washington, DC 20515		CODE CPM	7. ADMINISTERED BY (If other than Item 6)		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip Code)			(X)	9A. AMENDMENT OF SOLICITATION NO. OPR09000785	
			(X)	9B. DATED (SEE ITEM 11) 09/29/2009	
				10A. MODIFICATION OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14.
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
Amendment 0002 - to provide answers to vendors questions and revise Section C, Statement of Work. See Attachment J.2, vendors' questions and answers, including pictures of pickup areas.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Christine Stewart	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. U.S. HOUSE OF REPRESENTATIVES BY _____ (Signature of Contracting Officer)	16C. DATE SIGNED 10/28/2009

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Line Item Number	Description	CLIN Ref	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
0001	Compost Hauling Services	0001	(01/01/2010 to 12/31/2010)	0.00	ea	\$ _____	\$ _____
	Period of performance will be for 12 months with three one year options. (dates are for place holder purposes only and will be adjusted upon award)						
0002	Compost Hauling Services - Option 1	0002	(01/01/2011 to 12/31/2011)	0.00	ea	\$ _____	\$ _____ OPTION PERIOD
0003	Compost Hauling Services - Option 2	0003	(01/01/2012 to 12/31/2012)	0.00	ea	\$ _____	\$ _____ OPTION PERIOD
0004	Compost Hauling Services - Option 3	0004	(01/01/2013 to 12/31/2013)	0.00	ea	\$ _____	\$ _____ OPTION PERIOD

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SECTION A -- SOLICITATION/CONTRACT FORM

A.1 SUMMARY OF CHANGES

The free form item 'Statement of Objectives has been edited.

The free form item 'Attachments has been edited.

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SECTION C -- DESCRIPTIONS AND SPECIFICATIONS

C.1 STATEMENT OF OBJECTIVES

1. Objective

The U. S. House of Representatives, Office of the Chief Administrative Officer (CAO), seeks to obtain services for hauling organic matter generated from House food service operations and Capitol Hill offices to one, or more composting facilities in the Washington, D.C. metropolitan area.

2. Background

The U.S. House of Representatives' recycling program includes the collection of organic matter from both the food service operations and offices located on Capitol Hill. Some of the food waste and organic matter collected will be processed through a waste pulper to reduce the volume and weight for transportation to a composting facility (see below C.4).

3. Scope

This effort is limited to transporting organic matter from the U.S. House of Representatives' office buildings - Ford, Longworth, Rayburn and Cannon - to composting facilities in the Washington, D.C. metropolitan area.

4. Description of Work

Pickup details are as follows-

Ford Office Building
Food Service waste
Unpulped material
Maximum 15 toters
Toters to be provided by vendor

Longworth Office Building
Food Service waste
Pulped material
Maximum 15 toters
Toters to be provided by vendor

Rayburn Office Building
Organic office waste
Unpulped material
Maximum three (3) .5 cu yard utility bins
Bins provided by House

Cannon Office Building
Organic office waste
Unpulped material
Maximum three (3) .5 cu yard utility bins
Bins provided by House

The following requirements apply to the contracted hauling services:

- The organic hauling contractor will provide daily pickups. See Section 6 for pickup details.
- Pickup operations are to occur at approximately the same time each day during normal business hours for the House
- Trucks making pickups from the loading docks of the House office buildings must meet the following minimum clearances: 11 feet high, 9 feet wide and 20 feet long. Curbside pickup may be utilized if the trucks do not conform to the size limits. Transportation of the toters to curbside is the responsibility of the contractor.
- The contactor will maintain all licenses and insurance required for the transportation of organic waste in Washington, D.C., Maryland and Virginia.
- Contractor is responsible for verifying that any compost facility that is used is properly licensed.

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--The contractor shall have knowledge of and adhere to all U.S. House of Representatives' physical security protocols (see Attachment J.1 - Off-site Inspection Center Instruction).

--Contractor to provide containers for House use at the Ford and Longworth buildings. The House will provide totes at the Cannon and Rayburn locations.

--The contractor shall be responsible for clean-up and removal of any spillage or littering caused by its operation

--The contractor shall be responsible for appearance and maintenance of its trucks and furnished equipment.

--The House reserves the right to inspect all pickup, transportation and delivery operations to composting facilities.

--Contractor shall provide the weight of the daily pickup of all material from the House sent to the compost facility.

--If a composting facility is unavailable, use of a municipal waste facility and the applicable per ton fees is authorized to be invoiced with prior notification.

--Contractor to identify the composting facility where material is to be taken in their response to the RFP. The House is to be notified in writing if a different composting facility is used.

5. Cost Proposal

Contractor shall detail all costs including tipping fees in this bid. Contractor shall provide cost proposals as follows for consideration:

Scenario 1 - Pickups Monday - Friday. Early morning. Time of pickup to be mutually determined. See Attachment 2 for pickup locations.

Scenario 2 - Pickups Tuesday - Saturday. Time of pickup to be mutually determined. See Attachment 2 for pickup locations.

Scenario 3 - Pickups Monday - Friday. Morning pickups with an additional pickup on Friday after 3 pm. See Attachment 2 for pickup locations.

6. Location of Work

U.S. House of Representatives in Washington, D.C. with travel to one or more composting facilities in the Washington, D.C. metropolitan area.

7. Delivery Vehicle Inspection Requirements

All vehicles and contents used by the Contractor which enter or leave United States Government property during performance of work under this Contract will be subject to clearance, inspection, and identification procedures conducted by the United States Capitol Police. See Attachment J.1, Off-Site Inspection Center Instructions.

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SECTION J -- LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

J.1 ATTACHMENTS

Attachments

J.1 - Off-Site Inspection Center Instruction

J.2 - Answers to Vendors Questions

Attachment 2 – Amendment 0002 to OPR09000750
Answers to Vendors Questions – Compost Hauling Services RFP

Q.1. Would it be possible to get a copy of the existing contract and supporting documents?

A.1. The existing contract and support documents are proprietary and will not be released.

Q.2. Does the compost material have to be delivered to a specific location?

A.2. The compostable material has to be delivered to a commercial composting facility that is properly licensed by appropriate federal, state and local agencies.

Q.3. Where is it going now?

A.3. The compost is being delivered to a compost facility in the Washington Metropolitan area.

Q.4. Who is the current contractor?

A.4 Bates Trucking and Trash Removal, Inc

Q.5. What is the unit price or total cost?

A.5. This information is considered proprietary and will not be released

Q.6. What size toters are required?

A.6. 35 gallon toters w/lids are required. Larger sizes may be considered

Q.7. What type of truck is being used currently?

A.7. Rear loading truck

Q.8. Is there going to be a pre-bid meeting?

A.8. Pre-bid meeting was held on 10/28/09

Q.9. Do we have to give 3 scenarios of cost proposal with the bid?

A.9. Failure to respond to the requested scenarios will disqualify contractors from consideration.

Q.10 What are the estimated average pickup weights per location?

Average pickup weights are as follows

- Longworth – 1500 lbs
- Ford – 500 lbs
- Cannon – 500 lbs
- Rayburn – 500 lbs

PLEASE NOTE THESE ARE ESTIMATES ONLY AND NOT A GURANTEE OF ANY MINIMUM OR MAXIMUM AMOUNT.

Q.11 Which offices does the vendor pick up at?

A.11 Vendors do not pick up at individual offices. Pickups are at locations designated in the RFP

Q.12 What hours does the off-site delivery inspection facility operate?

A.12 The facility operates Monday – Friday 5 am – 2 pm. There will be on-site inspection protocols arranged if Saturday service is required.

Q.13 What are vehicles size limitations?

A.9 Trucks making pickups from House office building loading docks must meet the following minimum clearances: 11 feet high, 9 feet wide and 20 feet long. Curbside pickup may be utilized if the trucks do not conform to the size limits. Exterior pictures of pickup areas are provided below

LONGOWORTH



CANNON



RAYBURN



Q.14 How many totes are required?

A.14 Longworth -15

Ford 15

Cannon – ½ cu. yard bins provided by the House

Rayburn – ½ cu. yard bins provided by the House

Q.15 Are actual weights of volumes of pickups at point designated location required?

A.15 Actual weights of material picked up each day at each location are required. Weights by day and location are to be submitted as part of the invoicing process.

**The following changes to Section C will be incorporated in Amendment 0002 -
Section C.1.4 Description of Work – revised as follows:**

Rayburn Office Building

Organic office waste

Unpulped material

Maximum three (3) .5 cu yard utility bins

Bins provided by House

Cannon Office Building

Organic office waste

Unpulped material

Maximum three (3) .5 cu yard utility bins

Bins provided by House

Section C.1.5 Description of Work – revised as follows:

5. Cost Proposal

Contractor shall detail all costs including tipping fees in this bid. Contractor shall provide cost proposals as follows for consideration:

Scenario 1 - Pickups Monday - Friday. Early morning. Time of pickup to be mutually determined. Pickup locations as follows:

	Mon	Tues	Wed	Thu	Fri
Longworth	X	X	X	X	X
Ford	X	X	X	X	X
Cannon		X	X	X	X
Rayburn		X	X	X	X

Scenario 2 - Pickups Tuesday - Saturday. Time of pickup to be mutually determined. Pickup locations as follows:

	Tues	Wed	Thu	Fri	Sat
Longworth	X	X	X	X	X
Ford	X	X	X	X	X
Cannon	X	X	X	X	X
Rayburn	X	X	X	X	X

Scenario 3 - Pickups Monday - Friday. Early Morning pickups with an additional pickup on Friday after 3 pm. Pickup locations as follows:

	Mon	Tues	Wed	Thu	Fri- AM	Fri-PM
Longworth	X	X	X	X	X	X
Ford	X	X	X	X	X	X
Cannon		X	X	X	X	
Rayburn		X	X	X	X	