



**COMMERCIAL WASTE ZONES IMPLEMENTATION
REQUEST FOR PROPOSALS
PRE-PROPOSAL CONFERENCE**

December 8, 2021


Attendance

- **Please type your full name and company name into the chat so your attendance is recorded.**
- **Proposers must attend at least one of the two pre-proposal conferences.**

Today's Goals

- Provide an overview of the Commercial Waste Zones Implementation Request for Proposals (RFP)
- Respond to questions from Proposers

Ground Rules for Today

- Make sure you are muted. 
- Remain muted throughout the entire conference.
- Q&A portion of today's presentation will focus on questions submitted in advance. We will not be taking additional questions today.
- Questions not answered today will be covered in the next pre-proposal conference on January 11 or will be answered in written Q&A responses to be released as an Addendum.
- Meeting is being recorded, video and slides will be made available on our website.
- Content in chat feature is also being recorded.
- Be respectful to all attendees.
- Contact information: cwzrfp@dsny.nyc.gov

Next Pre-Proposal Conference

- The second pre-proposal conference will be held on January 11, 2022.
- Questions submitted in advance will be addressed then. Submit by December 28, 2021 to ensure they will be included.
- Requests to highlight any particular section of the RFP in the upcoming next conference will be considered.
- Email questions and requests to: cwzrfp@dsny.nyc.gov

Agenda



Commercial Waste Zones Overview



RFP Overview



RFP Proposal Package Walkthrough

Zones and Awards

- 20 geographic zones in New York City, with up to 3 carters in each zone.
- Up to 5 citywide containerized waste awards.
- Initial term: 10 years; up to 2 renewal terms (up to 5 years each).
- A carter can be awarded up to 15 zones and 1 citywide award.

Customers

- Customers can choose any carter that is an Awardee in the zone.
- Maximum rates and minimum service requirements are determined by the Awards between carters and DSNY.
- Carters and customers will negotiate specific prices and terms of service.

What's Covered

Covered by CWZ

- Refuse
- Source separated recyclables
- Source separated organics

Not covered by CWZ

- Construction and demolition debris
- Fill material
- Medical waste
- Grease
- Paper collected for shredding or destruction
- Hazardous waste
- Electronic waste
- Textiles
- Yard waste collected by landscapers
- Waste collected by one-time, on-call bulk waste removal services
- Waste collected by a microhauler

Zone Map

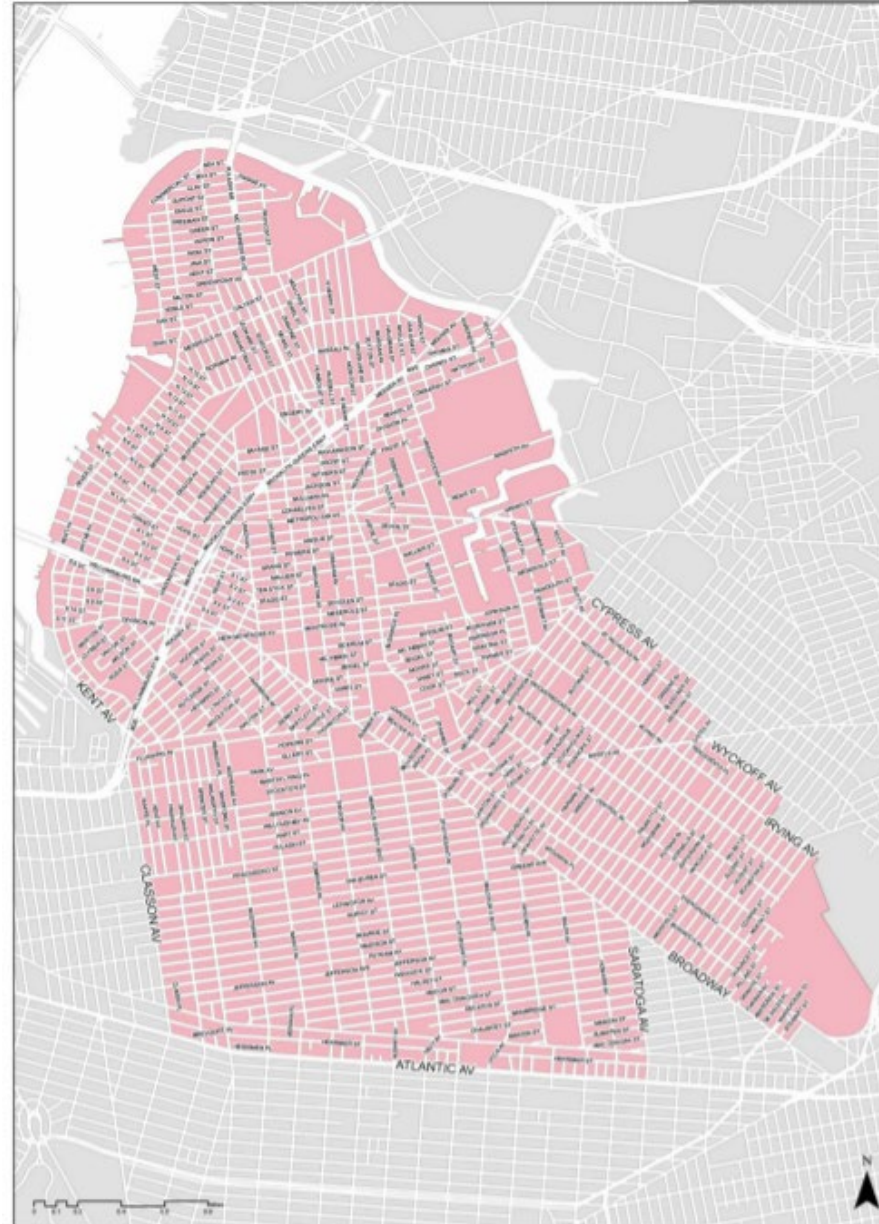


- Boundaries are described in the Rules of the City of New York, section § 20-01



Sample Zone

- All zone maps are in Appendix D in Part 2 of the RFP.



Expected Timeline

- November 2021 RFP Part 2 Released
- 12/8/21 and 1/11/22 Pre-Proposal Conferences:
- **March 17, 2022** **Submissions Due**
- Spring 2022 Additional Rulemaking
- Summer 2022 Zones Awarded
- Fall 2022 Transition Period Begins

Rulemaking

- CWZ updates to the Rules of the City of New York:
 - **Final rules:**
 - Zone boundaries
 - Customer service and operations
 - Public safety
 - Commercial waste generation audits and administrative fee
 - **Upcoming rules:**
 - Record keeping and reporting
 - Zone transition periods
- All rules are available on the DSNY CWZ website: [nyc.gov/commercialwaste](https://www.nyc.gov/commercialwaste)

Agenda



Commercial Waste Zones Overview



RFP Overview



RFP Proposal Package Walkthrough

Attendance Reminder

- **If you have not done so already, please type your full name and company name into the chat so your attendance is recorded.**
- **Proposers must attend at least one of the two pre-proposal conferences.**

Eligibility

- Only companies responsive to Part 1 of the RFP are eligible to submit proposals in Part 2.
- The Proposer must continue to meet minimum qualifications that the Proposer attested to in its submission of Part 1:
 - Proposer must have an active Trade Waste Removal License from the Business Integrity Commission (BIC) or have applied for a License by the time the Part 1 was submitted.
- The list of eligible companies is available on the CWZ network website: www.nyccwznetwork.com/rfp-part-1
- Companies not on the eligible list can still participate as subcontractors.

RFEI

- DSNY issued a Request for Expressions of Interest (RFEI) for disposal services.
- Appendix E of the RFP contains a summary of responses to this RFEI.
- Full responses are available on DSNY's website at [nyc.gov/commercialwaste](https://www.nyc.gov/commercialwaste) under the Request for Expressions of Interest section.
- Proposers interested in using these services can contact the responding companies directly.

Subcontractors

- Awardees can employ subcontractors for waste hauling or other services.
- Interested subcontractors can contact any eligible Proposer.
- Subcontractors must be included in the RFP submission where indicated.
- Subcontractors will be reviewed and approved by DSNY.

- Companies interested in being subcontractors can signal their interest using the CWZ network website at www.nyccwznetwork.com
- Carters can use this website to find interested subcontractors.
- CWZ network website can be utilized to highlight and locate potential subcontractors that have M/WBE status.

Designated Carters

- A Designated Carter is a subcontractor specifically for waste collection.
- Designated Carters must be licensed by BIC.
- Carters can use up to 2 Designated Carters per award.
 - Designated Carters collecting on bicycle do not count toward this limit.
- See the body of the RFP and Attachment 13.1 for details.

Joint Ventures and Mergers

- Two or more entities that were separately responsive to Part 1 of the RFP can form a joint venture and submit a single proposal in response to Part 2 of the RFP.
- The new joint venture must be established and either hold a BIC trade waste license or have applied for a trade waste license before the Part 2 submission due date in order to be eligible for consideration.
- If a new merged company includes new principals and shareholders, this will need to be vetted by BIC. Please submit any changes in shareholders, principals, or key staff to BIC as soon as possible.
- For more detail on joint ventures and mergers, see FAQ #5 on DSNY's CWZ website.

RFP Part 1 – What to Update

You must submit updates and new information since your RFP Part 1 submission.

Examples:

- New violations and summonses, including driving infractions, that drivers have received since February 19, 2018.
- New records of any collisions, injuries or fatalities involving employees while actively performing work since February 19, 2018.
- New records of the current wage schedule and applicable benefits for employees.
- Changes in BIC license status
- Changes in financial information, including assets, liabilities, net income, cash flow, or financial circumstances.
- Changes in key staff
- Documents already submitted in Part 1 do not need to be submitted a second time.

Overview of RFP Part 2 Document

- Sections I through V:
 - Provide background information that Proposers must read in order to understand the CWZ program
- Section VI:
 - All forms that Proposers must complete in order to respond to this RFP Part 2
- Appendices A through E:
 - Further resources that Proposers must read

Overview of RFP Part 2 Document

- Section I: Overview of CWZ
- Section II: How the CWZ Program will Operate for Awardees
- Section III: How the Department will administer this RFP
(timeframes, selection, evaluation criteria)
- Section IV: General Information for Proposers
- Section V: Instructions for Proposers
- Section VI: Proposal Package
- Appendix A: Local Law 199 of 2019, establishing the CWZ program
- Appendix B: CWZ rules
- Appendix C: CWZ Template Agreement
- Appendix D: CWZ maps
- Appendix E: Request for Expressions of Interest (RFEI) summary

RFP Part 2 – Proposal Package

These documents do not count toward your score.

- **Program Information**

- Attachment 01: Proposal Cover Letter with Checklist
- Attachment 02: Certification of Compliance with Minimum Requirements
- Attachment 03: Certificate of Authority Affidavit
- Attachment 04: Acknowledgement of Addenda
- Attachment 05: Iran Divestment Act Compliance and Rider for NYC Contractors
- Attachment 06: Hiring and Employment Rider: HireNYC and Reporting Requirements
- (Attachment 07: Intentionally Blank)
- Attachment 08: Doing Business Data Form

RFP Part 2 – Proposal Package

- **Capacity and Operations (30% of Total Score)**
 - Attachment 09: Proposer's Experience
 - Attachment 10: History of Compliance
 - Attachment 11: Financial and Business Information
 - Attachment 12: Capacity and Services

RFP Part 2 – Proposal Package

- **Technical Proposal (35% of Total Score)**
 - Attachment 13.1 Subcontracting Plan
 - Attachment 13.2 Customer Transition Plan
 - Attachment 13.3 Education and Outreach Plan
 - Attachment 13.4 Customer Service Plan
 - Attachment 13.5 Zero Waste Plan
 - Attachment 13.6 Waste Management Plan
 - Attachment 13.7 Health and Safety Plan
 - Attachment 13.8 Air Pollution Reduction Plan

RFP Part 2 – Proposal Package

- **Price Proposal (35% of Total Score)**
 - Attachment 14: Maximum Rate Schedules Form

This must be completed in Excel.

RFP Part 2 – How to Download

1. Download and install Adobe Acrobat Reader.

This is a free software and can be downloaded from www.adobe.com/acrobat/pdf-reader.html

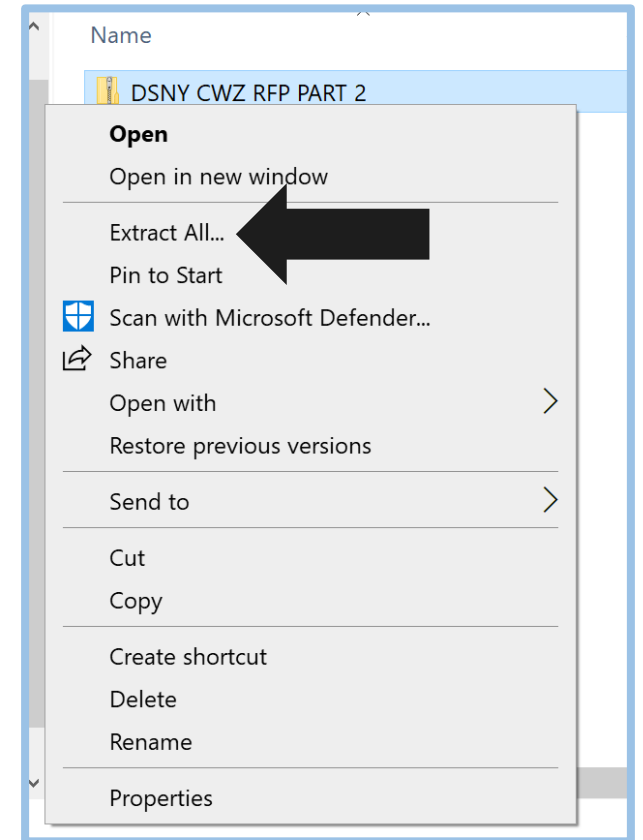
Only the free version is needed to complete these forms.

2. Download the RFP file package from the DSNY website.

nyc.gov/commercialwaste

3. This will be a zipped folder. After downloading, unzip the folder.

Right click > Extract All > Choose folder destination > Extract



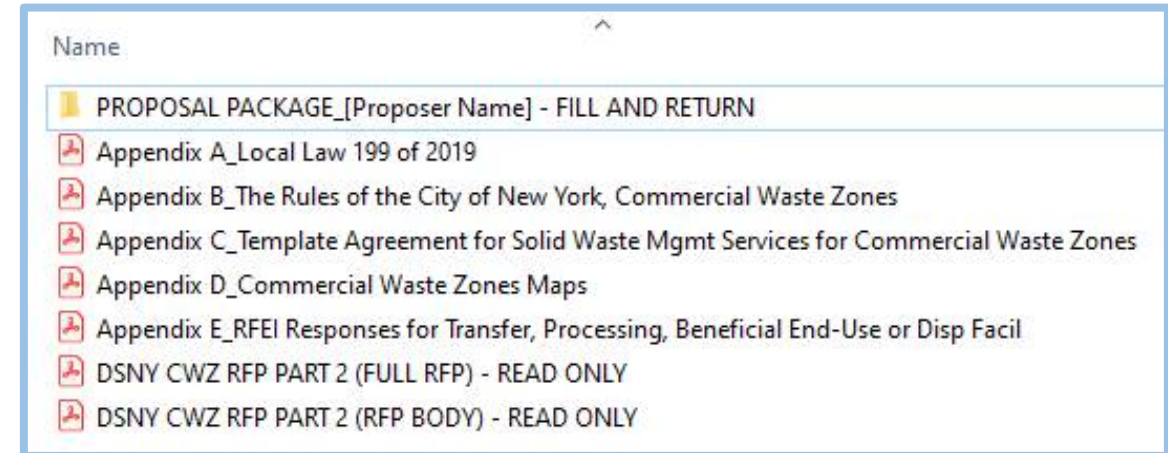
Your menu may look different.

RFP Part 2 – How to Download

4. Open the extracted folder.

The folder will contain:

- **Proposal Package folder.** This contains Attachments 01-14. These forms must be filled out and returned in the folder.
- **Appendices.** Appendices A through E. These are for your reference and are not to be returned. This includes LL199 of 2019, Rules, a template agreement, zone maps, and RFEI responses.
- **RFP read only files.** These are the complete RFP file and the RFP body, including Attachments. These are for your reference and not to be returned.



RFP Part 2 – Completing the Proposal

- A complete Proposal Package will consist of 6 electronic copies on USB sticks and 2 hard copies.

Electronic copies:

- **Attachments 01-14**

These should be filled and typed electronically, and saved in their original folders.

Attachments 01 to 13 are PDF Fillable Forms.

Attachment 14 is a Microsoft Excel file.

- **Appended Documents**

Example: a copy of a violation

Each Appended Document is associated with an Attachment

and should be saved into the same folder as its associated Attachment.

- **Duplicate Pages**

Example: extra pages to expand on an answer

Each Duplicate Page is associated with an Attachment

and should be saved into the same folder as its associated Attachment.

Proposal Package Folders:

1. Program Information (Att 01-08)
2. Capacity and Operations Proposal (Att 09-12)
3. Technical Proposal (Att 13.1-13.8)
4. Price Proposal (Att 14)
5. Duplicate Pages

RFP Part 2 – Completing the Proposal

Electronic copies:

Rename files to include your company name.

- Right click > Rename
- Remove “Proposer Name” and write your company name.

Att 09_Proposer's Experience_[Proposer Name]
Att 10_History of Compliance_[Proposer Name]
Att 11_Financial and Business Information_[Proposer Name]
Att 12_Capacity and Services_[Proposer Name]

Keep the file numbers.

- All attachments, duplicate pages and appended documents should be named starting with **Att ##**
 - Example:
Att 09_History of Compliance_Carter XYZ
Att 09_History of Compliance_Carter XYZ_Appended Doc 01

RFP Part 2 – Completing the Proposal

Hard copies:

Print all completed forms. Use the same structure as the electronic version. Include the Appended Documents and Duplicate Pages after the appropriate Attachments.

Signatures:

Sign and notarize hard copies only. Electronic copies do not need to be signed or notarized.

- Attachments 01-05 and 08 require a signature.
- Attachment 03 requires a notarized signature.

RFP Part 2 – Completing the Proposal

Duplicate Pages

If you need more space to answer the questions, use the blank pages available in the Duplicate Pages folder.

Duplicate pages are available for these Attachments:

09, 13.1, 13.2, 13.5, 13.6, 13.8

Any Duplicate Pages should be copied into their appropriate folders. For example, a duplicate of Attachment 13.2 should be returned in the same folder as Attachment 13.2. It should not be returned in the Duplicate Pages folder.

This note indicates extra pages are available.

Please Note: If additional spaces are needed, use a duplicate of this page and append to the plan as needed.



Attachment 13.2: Customer Transition Plan, Question 1

- 1) During the Transition Period, there will be a number of customers in each Zone that will be switching from their existing carter to an Awardee selected for their Zone. What is the Proposer's plan to find, market to, and acquire customers quickly and efficiently to ensure a smooth and orderly transition, specific to each Zone you are applying for? (*Bulleted responses are acceptable.*)

If applying for a Citywide Containerized Commercial Waste award only, skip this question and move on to question 4.

| | |
|----------|--|
| Zone(s): | |
| | |

| | |
|----------|--|
| Zone(s): | |
| | |

| | |
|----------|--|
| Zone(s): | |
| | |

Please Note: If additional spaces are needed, use a duplicate of this page and append to the plan as needed.

RFP Part 2 – Completing the Proposal

Duplicate Pages

- If you need more space for other questions that are not in the Duplicate Pages folder, create your own page and include it in the appropriate folder as an appended document.
- These should be typed and saved as PDFs.
- Make sure to clearly number and name additional pages.
- In most instances you will not need to do this. The RFP was designed to avoid this.

RFP Part 2 – Proposal Package

Appending Documents

Some of the attachments request that Proposers provide supporting documentation, such as BIC Trade Waste Removal Licenses, financial statements, additional narratives, corporate health and safety procedures, and more.

Certain documents may or may not be required depending on your situation.

These documents will contribute to the scored sections.

RFP Part 2 – Completing the Proposal

Appending Documents

Example: Attachment 11, Question 4

Documents can be appended in the Financial and Business Information section to demonstrate access to sources of working capital.

In this case, the documents must be saved in the same folder as Attachment 11.

- 4) Without disclosing and/or referring to any information presented in the Price Proposal, demonstrate that the Proposer has access to sources of working capital adequate to finance the execution of the Scope of Services. This could include, but not be limited to, letters from accredited/licensed financial institutions, or third-party guarantees. A narrative may be provided to assist in navigating these documents (*provided in a typed document, maximum 2 pages*).

RFP Part 2 – Completing the Proposal

Appending Documents

Example: Attachment 13.7

If you already have an existing Health and Safety Procedure, you can append that document.

In this case, the document should be saved in the same folder as Attachment 13.7.

7) Corporate Health & Safety Procedures

Describe any other existing or future plans the Proposer has to ensure compliance with applicable federal, state and local laws and specific practices to further the goals of promoting the health and safety of the general public and the Proposer's employees, including but not limited to the Department's health and safety rules for Awardees. See 16 RCNY Chapter 20-D, Safety Requirements (Appendix B). In addition to or in lieu of a narrative response below, the Proposer may append the Proposer's corporate Health & Safety procedures, and any documents related to the Proposer's worker training programs. The Proposer should also provide the same information for any Designated Carters the Proposer intends to use. *(Bulleted responses are acceptable.)*

RFP Part 2 – Completing the Proposal

- 1. Program Information (Att 01-08)
- 2. Capacity and Operations Proposal (Att 09-12)
- 3. Technical Proposal (Att 13.1-13.8)
- 4. Price Proposal (Att 14)



A completed Technical Proposal folder might look like this, including:

- Duplicate Pages from the Duplicate Pages folder.
- An appended existing Corporate Health + Safety Plan.

- Att 13.1_Subcontracting Plan_Carter XYZ
- Att 13.1_Subcontracting Plan_Duplicate Pages_Q2_Carter XYZ
- Att 13.2_Customer Transition Plan_Carter XYZ
- Att 13.3_Education and Outreach Plan_Carter XYZ
- Att 13.4_Customer Service Plan_Carter XYZ
- Att 13.5_Zero Waste Plan_Carter XYZ
- Att 13.6_Waste Management Plan_Carter XYZ
- Att 13.6_Waste Management Plan_Duplicate Pages_Q2_Carter XYZ
- Att 13.7_Health and Safety Plan_Carter XYZ Corporate H+S Plan
- Att 13.7_Health and Safety Plan_Carter XYZ
- Att 13.8_Air Pollution Reduction Plan_Carter XYZ
- Att 13.8_Air Pollution Reduction Plan_Duplicate Pages_Q1C_Carter XYZ

RFP Part 2 – Completing the Proposal

- Handwritten submissions will not be accepted.
- Scanned or photocopied forms will not be accepted, except for scanned or photocopied Appended Documents.
- Number all pages.
- Proposers must submit 2 Hardcopies and 6 USB drives containing Electronic Submissions.
- DSNY will provide a receipt upon submission. Obtaining receipt is the responsibility of the proposer.

RFP Part 2 – Submitting the Proposal

- Proposal Due Date:

Date: March 17, 2022

Time: 4:00 PM

- Proposals submitted in response to Part 2 of the RFP must be submitted by mail or personal delivery to:

Kirk Eng

NYC Department of Sanitation

Agency Chief Contracting Officer

44 Beaver Street, 2nd Floor

New York, NY 10004

Break – Five Minutes

Attendance Reminder

- **If you have not done so already, please type your full name and company name into the chat so your attendance is recorded.**
- **Proposers must attend at least one of the two pre-proposal conferences.**

Agenda



Commercial Waste Zones Overview



RFP Overview



RFP Proposal Package Walkthrough

Proposal Package Examples

Note: The following screenshots are for example purposes only.

RFP Attachments

Attachment 01 – Proposal Cover Letter with Checklist

Complete the checklist in Attachment 01 to indicate which forms are completed and included in the submitted proposal.

All Required Forms must be returned with their boxes checked in Attachment 01.

1. Program Information

| Required Forms | Completed Form |
|--|--------------------------|
| Attachment 01: Proposal Cover Letter with Checklist | <input type="checkbox"/> |
| Attachment 02: Certification of Compliance with Minimum Qualification Requirements | <input type="checkbox"/> |
| Attachment 03: Certification of Authority Affidavit | <input type="checkbox"/> |
| Attachment 04: Acknowledgment of Addenda | <input type="checkbox"/> |
| Attachment 05: Iran Divestment Act Compliance and Rider for NYC Contractors | <input type="checkbox"/> |
| Attachment 06: Hiring and Employment Rider: HireNYC and Reporting Requirements | Read Only |
| Attachment 08: Doing Business Data Form | <input type="checkbox"/> |

2. Capacity and Operations

| Required Forms | Completed Form |
|---|--------------------------|
| Attachment 09: Proposer's Experience | <input type="checkbox"/> |
| Attachment 10: History of Compliance | <input type="checkbox"/> |
| Attachment 11: Financial and Business Information | <input type="checkbox"/> |
| Attachment 12: Capacity and Services | <input type="checkbox"/> |

3. Technical Proposal (CWZ Plans)

| Required Forms | Completed Form |
|--|--------------------------|
| Attachment 13.1: Subcontracting Plan | <input type="checkbox"/> |
| Attachment 13.2: Customer Transition Plan | <input type="checkbox"/> |
| Attachment 13.3: Education and Outreach Plan | <input type="checkbox"/> |
| Attachment 13.4: Customer Service Plan | <input type="checkbox"/> |
| Attachment 13.5: Zero Waste Plan | <input type="checkbox"/> |

RFP Attachments

Attachment 01 – Proposal Cover Letter with Checklist

Complete the checklist in Attachment 01 to indicate which forms are completed and included in the submitted proposal.

Check boxes for any Appended Documents, only if they have been completed and included in the submitted proposal.

5. Appended Supporting Documents

| Related Attachment | Appended Documents | Check if Appended |
|--------------------|--|--------------------------|
| Attachment 02 | Updates to the Proposer's submissions to Part 1 of the RFP | <input type="checkbox"/> |
| Attachment 02 | Proposer's active Trade Waste Removal License issued by BIC | <input type="checkbox"/> |
| Attachment 02 | Letter issued by BIC noting the Proposer's pending Trade Waste Removal License approval / renewal application | <input type="checkbox"/> |
| Attachment 02 | Signed, notarized letter from a principal of the Proposer certifying that it currently has a pending Trade Waste Removal License application with BIC | <input type="checkbox"/> |
| Attachment 09 | Organization charts detailing the authority, responsibilities, and inter-relationships that the identified entities, principals, key staff, personnel, and subcontractors (including all Designated Carters) | <input type="checkbox"/> |
| Attachment 10 | Records of CDL violations | <input type="checkbox"/> |
| Attachment 10 | Records of driving infractions | <input type="checkbox"/> |
| Attachment 10 | Records of collisions, injuries, and fatalities | <input type="checkbox"/> |
| Attachment 10 | Records of vehicle maintenance and motor carrier safety violations | <input type="checkbox"/> |
| Attachment 10 | Records of workers' compensation cases | <input type="checkbox"/> |
| Attachment 10 | Records of health and safety violations | <input type="checkbox"/> |
| Attachment 10 | Wages and benefits | <input type="checkbox"/> |
| Attachment 10 | Records of labor and employment violations | <input type="checkbox"/> |
| Attachment 10 | Records of antidiscrimination violations | <input type="checkbox"/> |
| Attachment 10 | Records of waste collection, removal, and disposal violations | <input type="checkbox"/> |
| Attachment 10 | Records of environmental protection violations | <input type="checkbox"/> |
| Attachment 10 | Records of other violations | <input type="checkbox"/> |
| Attachment 11 | Financial statement for calendar year 2020 | <input type="checkbox"/> |
| Attachment 11 | Financial statement for calendar year 2019 | <input type="checkbox"/> |
| Attachment 11 | Financial statement for calendar year 2018 | <input type="checkbox"/> |

RFP Attachments

- Some questions ask for information at a zone level.
- If your response varies for different zones provide a unique response for each zone.
- If your response is the same for multiple zones, you can provide a single response but label it for all applicable zones.

Example: Attachment 09, Question 7

| | |
|---|------------------------|
| Zone: | Bronx West, Bronx East |
| History of Operating: | |
| - We have been operating in these zones for 20 years. - Etc. - Etc. - Etc. | |
| Zone: | Staten Island |
| History of Operating: | |
| - We began operating in this zone in 2019. - Etc. - Etc. - Etc. | |

RFP Attachments

Attachment 04 – Acknowledgement of Addenda

- Addenda will be sent to all eligible proposers and will also be made available on the DSNY website.
- The Proposer must acknowledge all received addenda in Attachment 04.
- Include the title and date of each addendum.

ATTACHMENT 04 - ACKNOWLEDGEMENT OF ADDENDA

FROM: _____
(PROPOSER'S AUTHORIZED REPRESENTATIVE)

SUBJECT: Request for Proposal
Solid Waste Management Services for Commercial Waste Zones

PIN: 82720AD0038

The attached Proposal reflects consideration of the addenda issued by the Department prior to the Proposal Due Date and Time listed below:

| | | |
|--------------------------|--------------|-------------|
| <input type="checkbox"/> | Title: _____ | Date: _____ |
| <input type="checkbox"/> | Title: _____ | Date: _____ |
| <input type="checkbox"/> | Title: _____ | Date: _____ |
| <input type="checkbox"/> | Title: _____ | Date: _____ |
| <input type="checkbox"/> | Title: _____ | Date: _____ |
| <input type="checkbox"/> | Title: _____ | Date: _____ |

(SIGNATURE OF PROPOSER'S AUTHORIZED REPRESENTATIVE)

(DATE OF EXECUTION)

RFP Attachments

Attachment 10 – History of Compliance

- Providing violation records will not automatically disqualify you.
- It is in your interest to provide all requested violations. DSNY will verify violations through additional channels.
- In your response, include steps taken to correct the violation and prevent future violations.

RFP Attachments

Attachment 11 – Financial and Business Information

If you are attaching financial statements not already submitted in Part 1, please use the BIC Financial Statement Template for Licensees. The link is provided in the Attachment.

<https://www1.nyc.gov/assets/bic/downloads/pdf/financial-statement-licensees.pdf>

Attachment 11 requires either:

A certified audit of 2019 financial statements

or

2019 and 2020 business tax returns with supporting schedules.

RFP Attachments

Attachment 12 – Capacity and Services

- DSNY will assess the Proposer's capacity limits before awarding zones.
- This assessment may be based on the Proposer's existing and proposed areas of operation, customers, tonnage, trucks, containers, and employees.
- List Subcontractor information separately as indicated in the tables.

RFP Attachments

Attachment 12 – Capacity and Services

Ranking Zones by Preference

When applying for zones you must rank them in order of preference, with 1 being most desired. Indicate the zones you are applying to.

Do not include a ranking for the citywide containerized award.

Your ranking will be taken into consideration in the evaluation.

| Zone/Citywide Containerized | Fill “Yes” if Applying, “No” if Not | Rank of Preference (1-20, Zones Only) | Proposer’s Current Customer Count | Proposer’s Current Daily Tonnage (Tons/Day) |
|-----------------------------|-------------------------------------|---------------------------------------|-----------------------------------|---|
| Zones | | | | |
| <i>Example</i> | Yes | 1 | 238 | 25 |
| Bronx West | No | | | |
| Bronx East | No | | | |
| Brooklyn North | Yes | 2 | 500 | 45 |
| Brooklyn West | Yes | 1 | 300 | 35 |
| Brooklyn Southwest | Yes | 3 | 60 | 6 |
| Brooklyn South | No | | | |
| Brooklyn East | No | | | |
| Citywide Containerized | | | | |

Example: If you are applying for Brooklyn West, Brooklyn North, and Brooklyn Southwest, with your preference in that order, you would rank the zones as shown in the example.

Fill in **Yes** in the first column for each zone you are applying for.

RFP Attachments

Attachment 13.1 – Subcontracting Plan

This Attachment asks about designated carters and other subcontractors.

If you have more subcontractors that do not fit in the provided space, use a duplicate page from the Duplicate Pages folder.

In this example, Carter XYZ is proposing to have two Designated Carters: Carter Y and Carter Z.

| | |
|---|------------------------|
| Designated Carter Name: | Carter Y |
| Certifications and Licenses (other than BIC): | N/A |
| Proposed Zone(s) of Operation: | Bronx West, Bronx East |
| Proposed Estimated Share of Overall Scope of Services (by Revenue): | 10% |
| Detailed Description of Technical Expertise and Relevant Experience: | |

| | |
|---|-----------------|
| Designated Carter Name: | Carter Z |
| Certifications and Licenses (other than BIC): | N/A |
| Proposed Zone(s) of Operation: | Manhattan North |
| Proposed Estimated Share of Overall Scope of Services (by Revenue): | 5% |
| Detailed Description of Technical Expertise and Relevant Experience: | Etc. |

RFP Attachments

Attachment 13.2 – Customer Transition Plan

Fill out boxes that include requested information for each zone being applied for.

If you need more boxes, use a duplicate page from the Duplicate Pages folder, and include those additional pages in the same folder as Attachment 13.2.

ATTACHMENT 13.2 - CUSTOMER TRANSITION PLAN

(Append documents as needed. Bulleted responses are acceptable.)

Name of Proposer:

- 1) During the Transition Period, there will be a number of customers in each Zone that will be switching from their existing carter to an Awardee selected for their Zone. What is the Proposer's plan to find, market to, and acquire customers quickly and efficiently to ensure a smooth and orderly transition, specific to each Zone you are applying for? *(Bulleted responses are acceptable.)*

If applying for a Citywide Containerized Commercial Waste award only, skip this question and move on to question 4.

| | |
|----------------------|----------------------|
| Zone(s): | <input type="text"/> |
| <input type="text"/> | |

| | |
|----------------------|----------------------|
| Zone(s): | <input type="text"/> |
| <input type="text"/> | |

RFP Attachments

Attachment 13.3 – Education and Outreach Plan

1) Answer the following questions about the communication initiatives the Proposer will undertake during the Transition Period of the Commercial Waste Zone program.

a. Will the Proposer have a dedicated outreach or sales staff for customer outreach?

Yes No

If yes, please provide the number of dedicated outreach or sales staff that the Proposer currently employs and the number of additional outreach or sales staff that the Proposer will employ during transition.

| | Full-time | Part-time |
|---|-----------|-----------|
| Current Outreach/Sales Staff | | |
| Additional Transition Outreach/Sales Staff | | |

b. Indicate which of the following communication method(s) the Proposer currently employs or intends to employ:

Brochures

Phone calls

Website

Social media

Information Sessions

Other: _____

Other: _____

RFP Attachments

Attachment 13.4 – Customer Service Plan

ATTACHMENT 13.4 - CUSTOMER SERVICE PLAN

(Append documents as needed. Bulleted responses are acceptable.)

Name of Proposer: _____

Answer the following questions to provide information on the customer service tools, programs and protocols that will be provided for customers under the Commercial Waste Zone program, with particular attention to the requirements of 16 DSNY Chapter 20.B (Customer Service Requirements), found in Appendix B.

- 1) Under LL 199, and the Department's rules, every Awardee must offer the following *mandatory* customer service support tools:
 - **Dedicated phone line** for receiving customer inquiries, service requests, and complaints. The phone line must be actively staffed during normal business hours and have the capability for receiving messages 24 hours a day, seven days a week.
 - **Company website**, actively maintained, containing the following information: Selected Proposer's name, office address, email address, customer service phone number, maximum rates, instructions for requesting initial service, and instructions for making customer complaints and service requests.

In addition to these required customer service support tools, what additional customer service support tools or features, if any, do you currently offer or will offer to customers?

- An office or walk-in location
- Brochures
- Live chat customer support
- Social media
- Other features of the customer phone line: _____

RFP Attachments

Attachment 13.5 – Zero Waste Plan

Numbers here are provided only as an example.

Make sure all streams add up to the “Overall” tonnage and that all percentages add up to 100%

Name of Proposer: Carter XYZ

- 1) Provide the Proposer’s current NYC commercial diversion rate for the following waste streams. (Note: Diversion rates must be calculated from the point of disposal at a transfer station, recycling processor, or similar facility.)

| Current NYC Disposal and Diversion Rates | | |
|--|---------------|--------------|
| Waste Stream | Tons per Year | % of Overall |
| Overall | 50,000 | |
| Refuse | 36,000 | 72 |
| Recyclable Materials | 12,500 | 25 |
| Organic Waste | 1,500 | 3 |
| Other Diversion ^A | 0 | 0 |

A) Other Diversion may include textiles, yard waste, and electronic waste. Other Diversion here does not include construction and demolition debris; fill material; medical waste; waste collected by a one-time, on-call bulk waste removal service; grease, or tires.

RFP Attachments

Attachment 13.6 – Waste Management Plan

Provide all requested information about transfer facilities and disposal locations you plan to use.

- 2) a. What are the transfer stations, recycling processors, or any other disposal location, processing location, or location of final use or reuse where the Proposer or its Subcontractors intends to send commercial waste collected under this program? If applicable, note the Proposer’s guaranteed disposal capacity (in tons/day or tons/year) and the duration of such intention of use for guaranteed disposal. Include facilities that account for every waste stream collected under this program. Organics processing capacity should align with Proposer’s plans to serve customers that are not designated covered establishments.

Note: Appendix E includes RFEI responses from interested parties that have available existing transfer, processing, beneficial end-use or disposal facilities, or that propose to develop such facilities from within New York City and the region. Proposers may consider arrangements with these facilities and other facilities that did not submit RFEI responses. DSNY does not claim responsibility for the accuracy of the information provided in the RFEI.

Note: Under LL 199, DSNY is required consider as part of the evaluation whether, after considering a solid waste transfer station’s history of compliance with applicable local, state and federal laws, the Proposer’s use of such solid waste transfer station is likely to have an impact on public health or safety.

| Name of Facility | Address | Waste Streams | Method of Transport to the Facility | Facility’s Method of Transport to Final Disposal Location, Final Processing Location, or Location of Final Use or Reuse ^A | Zones ^B | Guaranteed Disposal Capacity (Include Units) | Duration of Agreement |
|-------------------------|---|---------------|---|--|--|--|------------------------|
| <i>Example Facility</i> | <i>123 Alphabet Rd., New York, NY 12345</i> | <i>Refuse</i> | <i>Packer Truck, Roll-on Roll-off Truck</i> | <i>Rail</i> | <i>Upper Manhattan, Bronx West</i> | <i>100 TPD</i> | <i>Until July 2025</i> |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

RFP Attachments

Attachment 13.7 – Health & Safety Plan

This Attachment asks about:

- Side Guards
- Telematics
- Cross-Over Mirrors
- Back-Up Cameras
- Auxiliary Back and Side Lighting
- Other Safety Features
- Corporate Health & Safety Procedures

1) **Side Guards**

Administrative Code Section 16-526 requires all trade waste vehicles to be installed with side guards by January 1, 2024.

a. What percentage of the Proposer’s commercial waste vehicle fleet is currently equipped with side guards?
_____ %

b. If less than 100 percent, does the Proposer have any plans for the Proposer’s full fleet of commercial waste vehicles to be equipped with side guards prior to January 1, 2024? If so, by when?
Date of Intended Compliance: _____

c. For each Designated Carter the Proposer intends to use, what percentage of the Designated Carter’s fleet is currently equipped with side guards?

| | |
|-------------------------------|---------------------------------------|
| Designated Carter Name: _____ | Share of Fleet in Compliance: _____ % |
| Designated Carter Name: _____ | Share of Fleet in Compliance: _____ % |
| Designated Carter Name: _____ | Share of Fleet in Compliance: _____ % |

RFP Attachments

Attachment 13.8 – Air Pollution Reduction Plan

This Attachment asks about:

- Vehicle compliance with emissions laws
- Air pollution reduction plan

ATTACHMENT 13.8 - AIR POLLUTION REDUCTION PLAN

(Append documents as needed. Bulleted responses are acceptable.)

Name of Proposer:

Answer the following questions to provide information on the Proposer's plans to improve air pollution reduction under the Commercial Waste Zone program.

1) Engine Requirements

a. What percentage of the Proposer's heavy duty commercial waste vehicles are fully in compliance with section 24-163.11 of the NYC Administrative Code (without a waiver) and equipped with an engine certified to the applicable 2007 EPA standard or retrofitted to meet the required standard?
 %

b. If less than 100%, indicate whether the Proposer is operating under a waiver and describe the Proposer's plan for meeting the required standard for all commercial waste vehicles by the start of the Agreement:
(Bulleted responses are acceptable.)

RFP Attachments

Attachment 14 – Price Proposal

- The following slides are about Attachment 14.
- This attachment must be completed in Excel and returned as an Excel file(.xls or .xlsx).

Attachment 14 – Price Proposal


Complete Attachment 14 in Excel.

- There are 7 tabs.
- You must complete:
 - 1: Cover Page
 - 3: Zone Selection
 - 4: Maximum Rate Schedules
 - 5: Additional Fees
- The remaining tabs are numbered “2) Market Info.” These are for your reference. No input is needed on these tabs.
- In tab 4, Maximum Rate Schedules, there are several pages within the tab. Make sure to scroll to the beginning and read the instructions on the first page of this tab.

1) Cover Page

Attachment 14

Complete Tab 1, the Cover Page.

| Attachment 14: Maximum Rate Schedules |
|--|
| <i>In the boxes below, please provide the Proposer's Company Name, Company Address, and BIC License Number(s).</i> |
| Proposer's Company Name |
| Carter XYZ |
| Proposer's Company Address |
| #1234 Street Name, Interior Number (if applicable), City, State, Zip Code |
| Proposer's BIC License Number(s) |
| 123456 |
|  sanitation |

2.1) 2.2) and 2.3) Market Information

Attachment 14: Maximum Rate Schedules, Market Info, Tonnage

| Zone | Total Waste (Tons/Day) | Refuse (Tons/Day) | Recyclables (Tons/Day) | Organics (Tons/Day) |
|---------------------|------------------------|-------------------|------------------------|---------------------|
| Lower Manhattan | 540 | 380 | 150 | 10 |
| Manhattan Southwest | 590 | 410 | 170 | 10 |
| Manhattan Southeast | 1,280 | 920 | 340 | 20 |
| Midtown South | 990 | 720 | 260 | 10 |
| Midtown North | 530 | 390 | 140 | 10 |
| Manhattan West | 1,630 | 1,180 | 430 | 20 |
| Manhattan Northeast | 670 | 490 | 170 | 10 |
| Upper Manhattan | 220 | 140 | 70 | 10 |
| Bronx West | 380 | 250 | 130 | 10 |
| Bronx East | 350 | 240 | 100 | 10 |
| Brooklyn North | 420 | 300 | 110 | 10 |
| Brooklyn West | 480 | 340 | 130 | 10 |
| Brooklyn East | 520 | 350 | 160 | 10 |
| Brooklyn Southwest | 400 | 270 | 120 | 10 |
| Brooklyn South | 360 | 250 | 100 | 10 |
| Queens West | 390 | 300 | 80 | 10 |
| Queens Central | 420 | 300 | 110 | 10 |
| Queens Northeast | 440 | 300 | 130 | 10 |
| Queens Southeast | 360 | 270 | 80 | 10 |
| Staten Island | 280 | 190 | 80 | 10 |

Source: NYC Commercial Waste Generation Study, 2019-2020

Disclaimer: Data provided for informational purposes. There is no guarantee to the accuracy of this information. Factors that may impact the accuracy of information provided could include but are not limited to the impact of COVID-19 on the commercial waste industry, quality of reported data, margins of error, and/or other factors.

Note

Do not fill in Tabs 2.1, 2.2 and 2.3.

These tabs are for reference only.

Market information is based on the best available data from 2019-2020.

3) Zone Selection

Mark "X" next to the zones that the Proposer is applying for.

| BRONX | | BROOKLYN | | MANHATTAN | | QUEENS | | STATEN ISLAND | |
|-------------------------------------|------------------------|-------------------------------------|--------------------|-------------------------------------|---------------------|--------------------------|------------------|--------------------------|---------------|
| <input type="checkbox"/> | Bronx West | <input type="checkbox"/> | Brooklyn North | <input checked="" type="checkbox"/> | Lower Manhattan | <input type="checkbox"/> | Queens West | <input type="checkbox"/> | Staten Island |
| <input type="checkbox"/> | Bronx East | <input checked="" type="checkbox"/> | Brooklyn West | <input checked="" type="checkbox"/> | Manhattan Southwest | <input type="checkbox"/> | Queens Central | | |
| | | <input type="checkbox"/> | Brooklyn Southwest | <input checked="" type="checkbox"/> | Manhattan Southeast | <input type="checkbox"/> | Queens Northeast | | |
| | | <input type="checkbox"/> | Brooklyn South | <input checked="" type="checkbox"/> | Midtown South | <input type="checkbox"/> | Queens Southeast | | |
| | | <input type="checkbox"/> | Brooklyn East | <input type="checkbox"/> | Midtown North | | | | |
| | | | | <input type="checkbox"/> | Manhattan West | | | | |
| | | | | <input type="checkbox"/> | Manhattan Northeast | | | | |
| | | | | <input type="checkbox"/> | Upper Manhattan | | | | |
| CITYWIDE CONTAINERIZED | | | | | | | | | |
| <input checked="" type="checkbox"/> | Citywide Containerized | | | | | | | | |

For all selected Zones and/or Containerized Commercial Waste Citywide Collection, fill out Sheet 4) Customer Pricing Schedule for your application to be deemed responsive.

Complete Tab 3, Zone Selection.

Mark all zones you are applying for with an X.

In this example, Carter XYZ is applying for 5 Zones and a Citywide Containerized Zone.

4) Customer Pricing Schedule

Attachment 14

Complete Tab 4, the Customer Pricing Schedule.

- Complete all tables within this tab.
- Read all instructions on the first page of Tab 4.

Customer Pricing is based on Curbside and Containerized Service.

1. Maximum Curbside Service: Maximum Fixed Monthly Charge:
 - Based on Frequency of Collection
 - Weight/Volume-Based Charge
2. Maximum Containerized Service: Maximum Service Charge per Pull*
3. Maximum Containerized Service: Maximum Monthly Rental Charge

***Correction:** You will see the phrase “Maximum Monthly Service Charge per Pull” in this Attachment. This should be interpreted as Maximum Service Charge per Pull. DSNY will clarify this in a future addendum.

4) Customer Pricing Schedule

Attachment 14

Curbside Service

Applies to Refuse, Recyclable Materials, and Organic Waste for set-out types including bags, bins, and containers less than 10 CY in size within the applicable Zone.

Containerized Service

Applies to Refuse, Recyclable Materials, and Organic Waste for containers and compactors greater than or equal to 10 CY in size within the applicable Zone OR Containerized Commercial Waste Citywide Collection.

4) Customer Pricing Schedule – Curbside Service

Attachment 14

1

| Recyclable Materials Discount | Organic Waste Discount |
|-------------------------------|------------------------|
| 30% | 30% |

Maximum Rate Schedule: Curbside Service

| Zones | Maximum Fixed Monthly Charge Based on Frequency of Collection | | | | | | | Maximum Weight/Volume Based Charge | |
|---------------------|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------------------------|---------------|
| | 1 Day Overnight | 2 Days Overnight | 3 Days Overnight | 4 Days Overnight | 5 Days Overnight | 6 Days Overnight | 7 Days Overnight | Per 100 lbs Refuse | Per CY Refuse |
| Bronx West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Bronx East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn West | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 100.00 | \$ 120.00 | \$ 140.00 | \$ 2.78 | \$ 4.18 |
| Brooklyn Southwest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn South | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lower Manhattan | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 100.00 | \$ 120.00 | \$ 140.00 | \$ 2.78 | \$ 4.18 |
| Manhattan Southwest | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 100.00 | \$ 120.00 | \$ 140.00 | \$ 2.78 | \$ 4.18 |
| Manhattan Southeast | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 100.00 | \$ 120.00 | \$ 140.00 | \$ 2.78 | \$ 4.18 |
| Midtown South | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 100.00 | \$ 120.00 | \$ 140.00 | \$ 2.78 | \$ 4.18 |
| Midtown North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan Northeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Upper Manhattan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Central | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

Curbside Service includes both:

- **Fixed Monthly Charge** — based on the frequency of collection requested per week by waste stream.
- **Maximum Weight/Volume Based Charge**— based on the weight or volume collected by waste stream, per 100 pounds or cubic yards.

Discount for Recycling and Organics

In this example, the carter is proposing a 30% Discount Rate for Recycling and Organics.

This Discount Rate can be edited by the proposer.

4) Customer Pricing Schedule – Containerized Service: Service Charge per Pull

Attachment 14

2

| Maximum Rate Schedule: Containerized Service | | | | | | | | | |
|--|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------|
| Zones | Maximum Monthly Service Charge per Pull | | | | | | | | |
| | Open-Top Container | | | | Compactor | | | | |
| | 10-19 CY | 20-29 CY | 30-39 CY | 40+ CY | 10-19 CY | 20-29 CY | 30-39 CY | 40+ CY | |
| Bronx West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Bronx East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn West | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | |
| Brooklyn Southwest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn South | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lower Manhattan | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | |
| Manhattan Southwest | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | |
| Manhattan Southeast | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | |
| Midtown South | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | \$ 575.00 | \$ 737.50 | \$ 875.00 | \$ 975.00 | |
| Midtown North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan Northeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Upper Manhattan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Central | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Northeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Southeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Staten Island | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Citywide Containerized | \$ 586.00 | \$ 752.00 | \$ 892.00 | \$ 994.00 | \$ 586.00 | \$ 752.00 | \$ 892.00 | \$ 994.00 | |

The containerized pricing structure applies to the following Refuse, Recycling, and Organic Waste services:

- Roll-On/Roll-Off containers
- Compactors 10 cubic yards or larger

This pricing can apply to Zone or Citywide Containerized contracts.

Containerized collection includes both:

- **Monthly Rental Charge**
- **Service Charge per Pull**

This example shows the Service Charge per Pull.

4) Customer Pricing Schedule – Containerized Service: Monthly Rental Charge

Attachment 14

3

| Maximum Rate Schedule: Containerized Service | | | | | | | | | |
|--|-------------------------------|----------|----------|----------|-----------|----------|----------|-----------|------|
| Zones | Maximum Monthly Rental Charge | | | | | | | | |
| | Open-Top Container | | | | Compactor | | | | |
| | 10-19 CY | 20-29 CY | 30-39 CY | 40+ CY | 10-19 CY | 20-29 CY | 30-39 CY | 40+ CY | |
| Bronx West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Bronx East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn West | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |
| Brooklyn Southwest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn South | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Brooklyn East | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lower Manhattan | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |
| Manhattan Southwest | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |
| Manhattan Southeast | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |
| Midtown South | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |
| Midtown North | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Manhattan Northeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Upper Manhattan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens West | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Central | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Northeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Queens Southeast | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Staten Island | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Citywide Containerized | \$ 20.00 | \$ 40.00 | \$ 60.00 | \$ 80.00 | \$ 25.00 | \$ 50.00 | \$ 75.00 | \$ 100.00 | |

This example shows the Monthly Rental Charge.

5) Maximum Service Rates: Additional Fees

Attachment 14

| Instructions | | |
|---|----------------------------|--|
| Fill out the below Maximum Rate Schedule: Additional Fees table in your bid. Rates provided will apply to all Zones applied for and Containerized Commercial Waste Citywide Collection, where applicable. If the Proposer does not complete this page, or submits values of \$0 or 0%, it is assumed that the Proposer will absorb such costs into its maximum rate schedule to customers. The selected awardees will be able to petition the Department for additional fees in the future. | | |
| Maximum Rates Schedule: Additional Fees | | |
| Type of Service | Additional % Fee | Additional Information |
| Premium Pickup Services | | |
| Pickup Outside of Service Hours | 0% | Requested pick-up outside of standard service hours |
| Pickup within 2 Hours | 0% | Requested pick-up time within a window of less than two hours where a pick-up window is specified in the agreement |
| Cleaning | Charge per Incident | |
| Container/Compactor Cleaning | \$0.00 | Cost of cleaning a container or compactor |
| Equipment | Charge per Incident | |
| Deliver, Replace, or Remove Carts / Containers | \$0.00 | Cost of delivering, replacing, or removing a cart or container for a customer |
| Rental of Equipment | \$0.00 | or dumpsters. If needed, append up to one page on equipment types. |
| Additional Service | Charge per Incident | |
| Return Rate if Carter Must Return to Provide Service | \$0.00 | Cost of returning to a location for service based on a customer created condition, after following all applicable procedures set forth in RCNY section 20-24 |
| Entry Required for Collection Service | \$0.00 | Cost of collection service that requires entry inside the building, other than service in and out of a loading dock |
| Pickup Delays | \$0.00 | Cost of driver waiting due to a customer created delay in excess of 15 minutes, documented with GPS technology |
| Improper Setout Fees | Charge per Incident | |
| Container Overfill | \$0.00 | Fee for Cart/Bin/Container overfill. Must be documented following all applicable procedures set forth in RCNY section 20-24 |
| Recyclable Materials / Source Separated Organic Waste | \$0.00 | Designated recyclable materials or source separated organic waste with contamination of at least 10 percent, after following all applicable procedures set forth in RCNY section 20-24 |
| Payment Fees | Charge per Incident | |
| Late Payment Fee | \$0.00 | Monthly fee for late payment(s) |
| Insufficient Funds Fee | \$0.00 | Fee for insufficient funds including but not limited to a bounced check or an electronic transfer that fails due to insufficient funds in the customer's account |
| Credit Card Payment | \$0.00 | Payment made by credit card if the following are met: (A) Must not exceed 3% of the amount charged; and (B) The awardee must offer an alternate form of electronic payment, such as direct bank to bank transfer, with no added fee for the customer |

Complete the Maximum Service Rates: Additional Fees table.

Rates provided will apply to all Zones applied for and the Citywide Containerized contract, where applicable.

Discounted Recycling and Organics Rates

Attachment 14

- Proposers are encouraged to propose a Discount that will lower rates for the collection of designated Recyclable Materials and source separated Organic Waste, relative to the price of Refuse collection. This Discount applies to all curbside and containerized service elements of a customer's bill, including:
 - Fixed Monthly Charge
 - Weight/Volume Based Charge
 - Service Charge per Pull
 - Monthly Rental Charge.
- The Department strongly prefers that the rate for Recyclable Materials and the rate for Organic Waste each be at least **30% lower**, relative to the rate for Refuse.

Response to Received Questions

DSNY received several written questions in advance of this conference. We will answer some of these questions now.

Any questions not answered today will be covered in the next pre-proposal conference on January 11 or will be answered in written Q&A responses to be released as an Addendum.

If you have a question that is not answered today, please submit it in writing to cwzrfp@dsny.nyc.gov by December 28.

Response to Received Questions (1)

Will the City expect that proposers follow the format/design of the RFP's forms or will respondents be able to provide graphics and design to their proposals?

Response to Received Questions (2)

In section IV.F, Conflict of Interest, if we have drivers that also work for the City as police officers, do they need to be disclosed or does this just apply to management?

Response to Received Questions (3)

Do subcontractors need to fill out Part 2 of the RFP? I am aware that Subcontractors must be licensed by the NYC BIC but not sure if they need to complete Part 2 of the RFP in order to qualify.

Response to Received Questions (4)

Per 13.7.2 (page 139 of RFP), Why does the Sanitation Department need real-time information about vehicle speed, instances of speed above the posted limit, sudden stops, sudden acceleration, and vehicles miles traveled? Will the department be giving out violations based on this data?

Response to Received Questions (5)

How detailed do we need to be when listing Other Subcontractors? Will we be required to disclose every company that provides any type of service for our company?

Response to Received Questions (6)

I represent a recycling facility that is permitted by the Dept. of Sanitation and the Dept. Of Environmental Conservation. Regarding the CWZ implementation, do we need to apply to become an approved recycling transfer station. If so, what is the process to do this?

Response to Received Questions (7)

Must a proposer have a disposal agreement with a transfer station or recycling processing facility as part of its submission proposal?

Response to Received Questions (8)

May an awardee enter into a new disposal agreement with a transfer station or recycling facility after an award?

Response to Received Questions (9)

Will the awardees of a zone be permitted to merge together with the other awardees in their zone?

Will awardees be permitted to merge with companies outside their zone?

Will awardees be permitted to purchase other awardees inside their zone?

Will awardees be permitted to purchase other awardees outside their zone?

Response to Received Questions (10)

What impact, if any, will the ranking have on zone awards? On page 91 of the RFP, there is a column with a “Rank of Preference” for the zones the carter is submitting a proposal for. How will this ranking factor into the score and ultimately affect who is awarded that zone? For example, could Proposer A rank a zone #1 and win that zone over Proposer B who has it as their #5 choice even if Proposer A has slightly lower scores in all other areas?

Response to Received Questions (11)

Assuming three Awardees are selected for a zone, and they all have different prices in their proposals, will they be allowed to keep their prices in their proposal or is the City going to negotiate pricing among the Awardees so the pricing in the zone is the same for all Awardees in that zone?

Response to Received Questions (12)

Will Awardees be permitted to charge customers a per-pickup rate or do all rates have to be flat monthly rates?

Response to Received Questions (13)

On the price proposal, referenced in section III.B.3, it mentions DSNY's preference if the proposal is 30% lower for recyclable materials relative to refuse. Is this a point where everyone will get credit if they achieve that in their proposal, or will 40% lower be graded higher than 30%?

The pricing chart gives a frequency-based price and a weight/volume price. Does the 30% suggested discount for recycling include both price specifications, or just the weight/volume price?

Response to Received Questions (14)

In the RFP Part 2, section II.E.7(b) on page 19 states “co-collection of recyclable materials is prohibited under the Department’s rules.” Does this mean that two separate recycling streams cannot be collected in a split body truck if kept separate?

Response to Received Questions (15)

Per II.E.1.c.ii *Citywide Containerized Commercial Waste Awardees* (page 16)- should weight be included (in addition to volume) as an element of the pricing structure?

Response to Received Questions (16)

The requested roll off charges are a flat rate only. Is this correct? Roll off containers loads vary in weight and sizes which affects the disposal costs, and distance traveled so this pricing request does not seem right. Can you explain the flat rate fee request please?

Response to Received Questions (17)

Regarding the Awardees' ability to petition the department for additional types of fees in the future: if granted, will the approval apply to all Awardees or just the Awardee that requested the fee?

Response to Received Questions (18)

We currently charge fees that are not listed in *Appendix B*:
- *Subchapter B- Customer Service Requirements – Rates* -
(2) “An awardee may impose fees only for the following...”

Will Awardees be able to charge other types of fees?

Response to Received Questions (19)

Will the department be issuing service agreements for all the awardees to use, or will we make up our own service agreements? If we are making our own service agreement, will DSNY need to approve the service agreement?

Response to Received Questions (20)

Would contracts with customers in a Commercial Waste Zone still be limited to two years?

Response to Received Questions (21)

In RFP Part 2, section II.E.9(a), it states Awardees must enter into a written service agreement with each customer.

What if the customer refuses?

Response to Received Questions (22)

Is a corporate subsidiary acceptable as the “third party” for a third-party waste auditor?

Attendance Reminder

- **If you have not done so already, please type your full name and company name into the chat so your attendance is recorded.**
- **Proposers must attend at least one of the two pre-proposal conferences.**

Next Steps

- All other questions can be emailed to: cwzrfp@dsny.nyc.gov
- RFP information and a video of today's conference will be available at nyc.gov/commercialwaste.
- Thank you to all of today's attendees.