

ATTACHMENT 13 - TECHNICAL PROPOSAL (CWZ PLANS)

Instructions for Attachment 13: Complete all Attachment 13 sub-attachments listed below, appending any additional documentation as needed. Bulleted responses are acceptable. For the hardcopy, combine appended documents in order behind the applicable subsection. For the electronic copy, combine any appended documentation into one file labeled by Attachment, for example: “Att 13.1_Subcontracting Plan_[Proposer Name]_Appended Documents” to be included in the Technical Proposal folder.

- 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 & Safety Plan
- Attachment 13.8: Air Pollution Reduction Plan

[See following pages for Attachments]

ATTACHMENT 13.1 - SUBCONTRACTING PLAN

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

Name of Proposer: _____

Please Note: *Under the Commercial Waste Zones program, subcontractors are viewed in two categories:*

- c) *Designated Carters - subcontractors that are performing commercial waste collection services under the Agreement.*
- d) *All other subcontractors - subcontractors that are not performing commercial waste collection services under the Agreement.*

Designated carters: *A Proposer may utilize up to two designated carters to perform commercial waste collection services per Zone. However, a subcontracting arrangement with a designated carter that collects waste exclusively using bicycles will not count toward this numerical limit. Every designated carter must fully comply with all terms of the Awardee's Agreement and must be licensed by the Business Integrity Commission (BIC). The Department must review and approve all contracts between the Awardee and all designated carters. The Department will evaluate designated carters according to the same evaluation criteria as Proposers (see Section III.B), as applicable.*

Other subcontractors: *There is no numerical limit on the number of subcontractors for services other than commercial waste collection services. The Department must approve all subcontractors. Awardees will be required to utilize the City's web-based system to identify all subcontractors in order to obtain subcontractor approval pursuant to Procurement Policy Board (PPB) Rule section 4-13, and will also be required to enter all subcontractor payment information and other related information in such system during the contract term.*

Please read Section II.E.1.2 of this RFP Part 2 for more information on Subcontracting requirements.

For each Designated Carter proposed as a Subcontractor for collection services, the Proposer must fill out all questions pertaining to Subcontractors, where so instructed in all other attachments in this Section VI.

PART 2 OF THE RFP - NYC COMMERCIAL WASTE ZONES

- 1) For each proposed Designated Carter, append a copy of the Designated Carter’s active BIC Trade Waste Removal License OR, a letter issued by BIC noting the Designated Carter’s pending Trade Waste Removal License approval / renewal, OR a signed, notarized letter from a principal of the Designated Carter certifying that it currently has a pending Trade Waste Removal license application with BIC.
- 2) For each Designated Carter that the Proposer intends to use, provide the following information.

If no Designated Carters are proposed, write “N/A” in entry boxes. *(Bulleted responses are acceptable.)*

Designated Carter Name:	
Certifications and Licenses (other than BIC):	
Proposed Zone(s) of Operation:	
Proposed Estimated Share of Overall Scope of Services (by Revenue):	
Detailed Description of Technical Expertise and Relevant Experience:	
Proposed Scope of Work and Responsibilities:	

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

PART 2 OF THE RFP - NYC COMMERCIAL WASTE ZONES

- 3) For each Subcontractor that the Proposer intends to use that is NOT a Designated Carter (i.e. Other Subcontractors), provide the following information.

If no Other Subcontractors are proposed, write “N/A” in entry boxes. *(Bulleted responses are acceptable.)*

Subcontractor Name:	
Certifications and Licenses:	
Proposed Zone(s) of Operation:	
Proposed Estimated Share of Overall Scope of Services (by Revenue):	
Detailed Description of Technical Expertise and Relevant Experience:	
Proposed Scope of Work and Responsibilities:	

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

PART 2 OF THE RFP - NYC COMMERCIAL WASTE ZONES

- 4) Provide a description of how the Proposer's existing or proposed use of Subcontractors will further the City's Goals and Objectives of the Commercial Waste Zones program (See Section II.A of this RFP Part 2), including but not limited to:
- (a) Enhancing public safety
 - (b) Minimizing harmful environmental impacts
 - (c) Improving customer service

(Bulleted responses are acceptable.)