



City of Tacoma

## Questions and Answers

### ENCAMPMENT MITIGATION, DEBRIS, AND LITTER REMOVAL SERVICES

RFB Specification No. **CT24-0145F**

All interested parties had the opportunity to submit questions in writing by email to Stan Rowden, Senior buyer by May 28, 2025. The answers to the questions received are provided below and posted to the City's website at [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org). Navigate to [Current Contracting Opportunities / Services Solicitations](#), and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

#### **Question 1:**

What are the steps to access the Ariba event documents?

Answer 1:

You will need a fully approved City of Tacoma Ariba account in order to access the specification. That process requires initial Ariba registration, completing the City of Tacoma questionnaire and approval by the City's Supplier Enablement team.

Clicking the below link will initiate the process.

<http://cityoftacoma.supplier.ariba.com/register>

If you are logged in to your approved City of Tacoma Ariba profile, clicking on the below link to view the solicitation (also on the city of Tacoma website). Then click respond to start your response.

<https://discovery.ariba.com/rfx/23161924>

#### **Question 2:**

page 31 of the RFB, section 8 says 8. PRE-BID MEETING: A pre-bid meeting will be held via the below link at 10am PST on Monday, May 22, 2025. May 22 is a Thursday, can you confirm Prebid meeting is Thurs 5/22/25 at 10am?

Answer 2:

Please see Addendum\_01 in section 7 of the Ariba Event.

Pre bid meeting day correction:

Section 8. PRE-BID MEETING A pre-bid meeting will be held via the link at 10am PST on Thursday, May 22, 2025.

#### **Question 3:**

What is the prevailing wage code that we will need to submit bids with?

Laborer, Lead supervisor/laborer and truck driver. When I am in the I & I. Do I use the General Laborer and Truck driver rates? There is no labor rate for a lead supervisor/Laborer.

Answer 3:

This project has been deemed to fall outside of the public work definition, as such, is not subject to prevailing wages.



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### **Question 4:**

Based on our previous contract there was a sheet called "Bid Items - the unit prices bid must be entered in Ariba" Is that required for this submittal?

Answer 4:

Responses are done in the Ariba Event.

### **Question 5:**

Will this initiative be a combo of large clean up initiatives and small? How are these prioritized?

Answer 5:

Three crews are used in the field Tuesday – Friday. Cleanups are scheduled the week prior. Text messages are sent directly to the crew for scheduling.

### **Question 6:**

In Schedule B, section 4.2.5 Disposal Fees\*\* what should be included in this lump sum rate?

Answer 6:

You can leave the lump sum blank. City will replace with the correct amount.

### **Question 7:**

Is there a current contract for this work.

Answer 7:

Yes. The current contract expires on December 31, 2025.

### **Question 8:**

Has the City had conversations with L&I confirming that prevailing wage does not apply to this contract? If so, can the City provide this determination prior to bid.

Answer 8:

This has been determined by the City of Tacoma legal team.

### **Question 9:**

Is this contract taxable?

Answer 9:

yes, However, some projects may be exempt from tax depending on the location where the services are performed – for example, work done on completely undeveloped property.

### **Question 10:**

Will multiple contractors be awarded?

Answer 10:

The intent is to award to one contractor. However, the City reserves the right to award to more than one contractor.



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### **Question 11:**

As we determine Unit price for drivers, laborers, and leads. Should we factor in equipment and supplies into the "unit price per hour" or should these costs be outlined elsewhere?

Answer 11:

Yes, incorporate all standard equipment and supplies into the unit rate. See section 11.4 of the Statement of Work: Bidder Instructions.

### **Question 12:**

How can we request pricing of incumbent contractor for these services?

Answer 12:

You can submit a public disclosure request.

[https://tacoma.mycusthelp.com/WEBAPP/rs/\(S\(kwetm2ne3zbsvf23lbknru1g\)\)/CustomerHome.aspx?sSessionID=](https://tacoma.mycusthelp.com/WEBAPP/rs/(S(kwetm2ne3zbsvf23lbknru1g))/CustomerHome.aspx?sSessionID=)

### **Question 13:**

Prevailing wage is our question as well. We do encampment in Seattle and they require prevailing wage and would like to know the difference.

Answer 13:

The City of Tacoma Legal team has determined that this scope of work does not qualify as public work.

### **Question 14:**

What is a PDR and do we need to know the current contractors name?

Answer 14:

PDR stands for public disclosure request. You do not need to know the current contractors name when submitting a PDR.

### **Question 15:**

Will efficiency and recycling proficiency be encouraged/rewarded?

Answer 15:

Efficiency and recycling proficiency are encouraged, though a reward is not currently planned.

### **Question 16:**

If a prompt payment discount is given for a period of 20 days or more, will the % discount be subtracted from the bid total when determining the apparent lowest responsible submittal?

Answer 16:

No, this was not requested by the City. Award is based on the lowest responsive bidder.

### **Question 17:**

Can you provide a list of the specific waste streams the City's RTC can receive?



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Answer 17:

The RTC can accept municipal solid waste (MSW), moderate risk waste (MRW)/HHW, and source separate recyclables, as defined in WAC 173-350-100.

**Question 18:**

Will the value of the performance bond be based on the bid schedule amount or the contract estimate/pre-determined contract value.

Answer 18:

A Performance Bond is not required.

**Question 19:**

If we supplied 9 crew members, are we able to charge additional labor for a manager and administration?

Answer 19:

Hourly rate is the contractual requirement. All costs need to be incorporated.

**Question 20:**

In Schedule B, sections 4.2.2., 4.2.3 and 4.2.4 the Unit of measure is 1 hour. Does this mean we may only bill 1 hour for each mob/demobilization or are we supposed to give an hourly rate that would be billed at actual hours utilized?

Answer 20:

This should be billed by a flat rate to each location. See Addendum\_02

**Question 21:**

Is a bid bond required?

Answer 21:

No bid bond is required.

**Question 22:**

When are questions due?

Answer 22:

As stated in the specification, questions are due by 3:00PM on Wednesday May, 28, 2025.

**Question 23:**

How many days per week are you estimating to use?

Answer 23:

As stated in Section 2. Special Provisions of the Ariba event, 4. Description of Work states: The City will have enough work to maintain three (3) crews of two (2) to three (3) employees four (4) days per week. This is an estimated quantity only and does not guarantee a specific volume or dollar amount.



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**Question 24:**

Is there a scheduled site walk?

Answer 24:

There is no scheduled site walk.

**Question 25:**

When are submittals due?

Answer 25:

As stated in the specification, submittals are due by 11:00AM on Tuesday June, 17, 2025.