



# Purchase College

STATE UNIVERSITY OF NEW YORK  
735 Anderson Hill Road  
Purchase, NY 10577-1402  
www.purchase.edu

Procurement Department  
IFB #990247: Recycling and Trash Removal Services

### Addendum #1

To: **Prospective Bidders**

No. of Pages: **1**

SUNY Purchase hereby issues this Addendum, dated 5/29/24, for the above referenced IFB, to provide the following clarifications:

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**Item 1:**

SUNY Purchase received questions at the pre-bid meeting and via email. Answers are provided on page 2.

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Please be sure to sign THIS ADDENDUM (as acknowledgment that your firm has received it and submit it with your bid package which is due **June 12, 2024, at 3:00 p.m.**

Respectfully,

Sheli Taylor, Associate Director  
Contract & Procurement Services

Acknowledgement of ADDENDUM #1

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed printed name and title

\_\_\_\_\_  
Company name

IFB #: 990247

IFB Title: Recycling and Trash Removal Services

Questions & Answers:

1. Q: I have a question on the bond requirements. If you would, please confirm if there is a bid bond requirement or a performance bond requirement.

**A: Bonds are not required.**

2. Q: What type of pickup slip is required and who provides these slips? (referenced on page 5 of the IFB document)

**A: The contractor provides these slips/receipts. A receipt needs to be provided for every/any container that is serviced.**

3. Q: What size container is currently being used for composting and how often is the container serviced on a weekly basis?

**A: We are not currently dealing with food compost. This is a new NYS requirement.**

4. Q: Fee structure (page 6 of the IFB) – the fee structure on page 6 states the schedule 1 worksheet is only an estimate. The volume of containers to be picked up depends on actual usage. However, the cost worksheet is for fixed rate. The cost worksheet is asking for fixed rate based on the yearly number of pulls noted on the cost worksheet. For example, 8 cubic yard, yearly number of pulls is noted as 1,450, however, in the pre-bid meeting, it was stated the number of pull for last year was 937 lifts. Please confirm the vendor should be submitting pricing based on the data on the schedule 1 worksheet.

**A: Yes, vendors are asked to bid on 1450 pulls.**

5. Q: The vendor is calculating the fixed rate pricing based on capital expenditures and assets needed for the job, on the number of pulls noted on the worksheet, therefore, if the pulls are less, the vendor is still be paid for the number stated on the worksheet?

**A: No, the vendor is paid for the actual number of pulls/services.**

6. Q: However, what happens if the number of pulls is greater than what is stated on the worksheet?

**A: The vendor will be paid for the number of pulls/services, even if they exceed the estimate.**

7. Q: Once you have an annual fixed rate, how do you expect to be invoiced? Is invoicing simply the annual fixed rate divided by 12 months, therefore a monthly fixed rate?

**A: Invoice monthly for the actual number of pulls/services.**

8. Q: Is invoicing simply the annual fixed rate divided by 12 months, therefore a monthly fixed rate?

**A: No, you will invoice for the actual number of pulls/services. There is no fixed annual contract amount, only an estimated annual contract value. The prices per service are established in Schedule A.**