

City of San Antonio

ADDENDUM I

SUBJECT: Request for Proposals for Recycling of Electronic Equipment (RFQ 16-024)
Scheduled to Close: Friday, March 25, 2016; Date of Issue: Wednesday, March 2, 2016

FROM: Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator

DATE: March 18, 2016

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL CONFERENCE:

On Friday, March 11, 2016, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Recycling of Electronic Equipment Request for Proposals. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

1. Does the City have a planed contract award date?
It is anticipated that the contract will be awarded before July 2016.
2. Is the e-steward certification required?
The e-steward or other comparable third party certification program is required.
3. Will the City consider a company who is in the process of obtaining their certification?
As long as there is documentation that the certification will be obtained before the contract is executed.
4. Has the City awarded other Recycling of Electronic Equipment contracts in the past?
No.
5. Is the ISO certification sufficient for this contract?
The e-steward or other comparable third party certification program is required
6. What does the City expect for a vendor for the additional locations?
The City expects the vendor to describe in the proposed plan how e-waste could be handled at the two additional locations. The locations do not currently accept Household Hazardous Waste and have space constraints.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF COMMUNICATION:

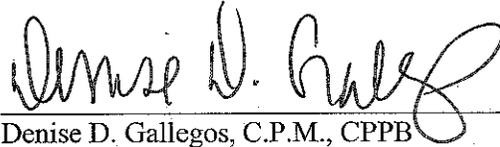
7. Is the Pre-Submittal Meeting Mandatory?
No, pre-submittal conference attendance is not mandatory.
8. Can an alternate proposal based on the sales of the electronics be submitted?
No.

9. Will the electronics collected include any of the City's internal assets or only those collected from the general public?

Electronics will be collected only from the general public at the locations identified in the RFP.

10. Does the City have any kind of estimated commodities that are generated at recycling centers perhaps from an earlier contract with another vendor?

The City collected 60 tons in 2014 and 133 tons in 2015 of e-waste. The first quarter of 2016 (October – December), the City has collected 57 tons of e-waste.



Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator
Finance Department – Purchasing Division

Date _____

Company Name _____

Address _____

City/State/Zip Code _____

Signature