

## ADDENDUM ONE

Date: January 7, 2011  
To: All Bidders  
From: Annette Walton, Buyer  
Nebraska Department of Correctional Services  
RE: Addendum for Request for Proposal Number 53431 O3

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### Scope of Addendum

- I. **PROJECT DESCRIPTION AND SCOPE OF WORK**  
**The Nebraska Department of Correctional Services is seeking to establish a contract with a qualified vendor or vendors for the provision of trash collection and hauling services in Omaha, NE.**

The bidder must provide the following information in response to this Request for Proposal

- A. **SCOPE OF WORK**  
**Contractor shall employ such trained and qualified personnel as the Contractor deems necessary to perform the services or work under this contract, and these personnel will remain the Contractor's employees, subject to his/her direction at all times. The Contractor will require his/her personnel to comply with instructions pertaining to conduct, safety and security regulations, and all lawful instructions by DCS facility personnel necessary to ensure the safety, security, and good order of the institution where the service is being performed. The Contractor is responsible for all acts of his/her employees.**
- Contractor's personnel shall be subject to departmental security checks prior to their arrival on site, and will carry proper identification with them at all times while on facility grounds. Contractor's personnel may be subject to pat searches and tool inventory upon arrival at and departure from the facility.**
- Contractor will furnish all necessary labor and supervision to satisfactorily perform on-site services.**
- B. **WORK PLAN**  
**Contractor shall establish a primary contact person within their proposal, including the contact's name, address, phone and fax numbers, and email address.**

A service ticket/work order will be left by the Contractor at each NDCS location. A copy of this documentation, signed by a NDCS employee at the time of service, will be submitted with each monthly invoice.

Unless otherwise scheduled, services shall be provided Monday through Friday, 7:30 AM - 3:00PM, or as scheduled with facility contacts. No weekend or holiday work will be scheduled.

Contractor shall furnish all necessary labor, supervision, materials, equipment, and supplies to satisfactorily perform service. Contractor is responsible for picking up any scattered or spilled trash caused by emptying containers.

Contractor will provide and maintain in good working order requested containers for trash/garbage.

NDCS locations will be responsible for any electrical power for any provided equipment.

Contractor will not be asked or required to dispose of any bio-hazardous material.

Departmental articles broken or damaged during routine service shall be repaired or replaced at the Contractor's expense. This includes state-owned property such as walls, fences, etc.

Contractor will maintain any/all necessary licensure and comply with all applicable EPA rules and regulations pertaining to the hauling and dumping of trash. Any licensure required by state or federal regulations shall be the responsibility of the Contractor.

No trip charges, fuel surcharges, or mileage will be allowed under this contract.

Facilities will establish with vendor a routine schedule of trash removal/pickup. All scheduling is to be done with the Maintenance Managers at each facility.

Contractor and Contractor's employees will be escorted by facility personnel in all secure areas, and will be subject to search upon arrival, as well as a tool and equipment check upon entering and exiting the facility.

## **C. DELIVERABLES**

### **LOCATIONS & FREQUENCY**

**1. Omaha Correctional Center (OCC)  
2323 East Avenue "J"  
Omaha, NE 68110  
Doug Laaker, Maintenance Manager  
(402) 670-2734 or (402) 522-7012**

**Provide hauling of 40 yard receiver-container to landfill as necessary; approximately every 10-12 days. Contractor to work with facility to establish regular schedule agreeable to both parties.**



**2. Cornhusker State Industries (CSI) Shops 16, 29**  
2323 East Avenue "J"  
Omaha, NE 68110  
Marcus Noble: Shop Supervisor 402-522-7156  
Stan Nazarens: Shop Supervisor 402-595-3963 x259

**Contractor to provide six (6), 2-yard containers (or equivalent) and haul trash twice weekly and additional hauls as needed. Containers to be stored near each shop. Contractor to work with facility to establish regular schedule agreeable to both parties.**

**3. Community Corrections Center – Omaha (CCCO)**  
2320 East Avenue "J"  
Omaha, NE 68110  
Joseph Bebee, Maintenance Manager  
402-595-2101

**Contractor to provide two (2) 4-yard containers and haul trash three (3) times weekly from these containers (Monday, Wednesday, and Friday.)**

**4. Nebraska Correctional Youth Facility (NCYF)**  
2610 North 20<sup>th</sup> Street East  
Omaha, NE 68110  
Rich Ruffcorn, Maintenance Manager  
402-636-8671

**Contractor to provide one (1) 8-yard container and haul trash twice a week. Contractor to provide one (1) 8-yard container and haul cardboard every two (2) weeks. Contractor to work with facility contact to establish a regular schedule agreeable to both parties.**

**Contractor must provide and maintain current documentation of landfill fees. One copy of such documentation is to be sent to NDCS Purchasing concurrent with the onset of the contract, while one copy shall be left with each facility. NDCS must receive notice of any proposed price increase in landfill fees thirty (30) days prior to onset. NDCS must also receive the benefit of any decrease in landfill fees.**

**Contractor's service tickets must reflect the tonnage taken to landfill on each trip. Contractor must obtain signature from staff on the day of each pickup.**

**Omaha Correctional Center (OCC)**

**Provide hauling of one (1) 40-yard compactor-receiver container to landfill as necessary; approximately every 10-12 days. Contractor to work with facility to establish regular schedule agreeable to both parties.**

**Monthly lease of one (1) 40-yard compactor-receiver container, to be compatible with a McClain Magnus II Compactor.**

Costs at OCC to be comprised of a set fee for the lease of compactor-receiver, a set fee for the hauling of receiver-container, and the applicable land fill fees for disposal of trash.

**Cornhusker State Industries (CSI) Shops 16, 29**

**Contractor to provide six (6), 2 yard containers (or equivalent) and haul trash twice weekly and additional hauls as needed. Containers to be stored near each shop. Contractor to work with facility to establish regular schedule agreeable to both parties.**

Costs at CSI Shops to be comprised of a set fee for the lease of containers, a set fee for the hauling of containers, applicable land fill fees for disposal of trash and the cost per haul for additional dumps as needed.

**Community Corrections Center – Omaha (CCCO)**

Provide hauling of two (2) 4-yard containers and haul trash three (3) times weekly from these containers (Monday, Wednesday, and Friday.)

All costs at CCCO to include applicable landfill fees.

**Nebraska Correctional Youth Facility (NCYF)**

Contractor to provide one (1) 8-yard container and haul trash twice a week. Contractor to work with facility contact to establish a regular schedule agreeable to both parties.

Contractor to provide one (one) 8-yard container and haul cardboard every two (2) weeks.

All costs at NCYF to include applicable landfill fees.

This addendum will become part of the proposal and should be acknowledged with the RFP.