

DCB Storage, Fulfillment and Distribution RFP – Addendum One



**RAMSEY/WASHINGTON
RECYCLING & ENERGY**
CONNECTING VALUE TO WASTE

Issued Date: 10/28/2021

Addition(s)/Change(s)/Clarification(s):

- Change in Solicitation Response Due Date
- Change in Terms and Conditions
- Other

Please Note the Following Additions(s)/Change(s)/Clarification(s):

The estimated date for the final R&E addendum to be published has been changed to “TBD” pending additional information being obtained by R&E.

An updated Table 01 is provided below.

| Event | Estimated Date |
|-------------------------------------|---|
| Request for Proposals Released | September 29, 2021 |
| Optional Pre-Proposal Conference | October 12, 2021 at 11:00am CT |
| Pre-Proposal Conference Location | Virtual – Email jredmond@recyclingandenergy.org to request an electronic invitation |
| Deadline for Proposer Questions | October 18, 2021 by 4:00pm CT |
| R&E Addendum Published | October 26, 2021 TBD |
| Deadline for Proposal Submissions | November 16, 2021 by 2:00pm CT |
| Anticipated Contract Effective Date | March 2022 |

Questions and Answers:

- 1. I wasn't able to attend the pre-proposal conference. Where can I find the information that was presented at that meeting?**
 - A1. The pre-proposal conference was held virtually on October 12, 2021. A recording of the meeting and a PDF copy of the presentation slide deck can be found on the R&E vendor webpage at www.recyclingandenergy.org/vendors.
- 2. Will the DCBs arrive to the warehouse with an expiration date, or will the expiration process need to be managed by lot or receipt date?**
 - A2. The DCBs will not have an expiration date on either the bags themselves or the box. Each pallet shipment will include a pallet sheet with production date. The Distribution Vendor

selected shall account for DCB manufacturer lifespan in order supply and fulfillment. The Distribution Vendor shall rotate warehouse stock such that the Distribution Vendor ensures that no DCBs are stored longer than six (6) months to not disburse DCBs within 12 months of their end of useful life in accordance with RFP Scope of Service (Attachment 5) Section 2.2.1.

3. Can we respond to both the call center services RFP and the DCB fulfillment RFP under one submission?

A3. You may respond to both the Call Center Services and DCB Fulfillment RFPs, but the responses must be done separately fulfilling the requirements of each RFP. You may reuse information from one response on the other where there is overlap and speak to how services would be integrated between the two roles in each response.

The following questions were also submitted, and responses are still being determined by R&E. An additional addendum will be released as soon as answers to the questions below have been obtained.

4. What are the dimensions of the two different cases containing the two rolls and also what is the total weight of those individual product cases?
5. Are the pallets stackable?
6. We are looking for the type of packaging the individual cases will be originally shipped in with hopes that we can further eliminate waste by potentially not needing additional packaging. Our warehouse will be going through an extensive certification process over the next couple years seeking certain zero waste credentials and working with suppliers upstream to minimize the need for additional packaging is a major factor in this process. We are wondering if the two rolls are cased in a standard corrugated cardboard packaging versus a chipboard style of case?

All Addenda are to be acknowledged on the Cover Page to be included with your submission. FAILURE TO DO SO MAY RESULT IN REJECTION OF THE SOLICITATION RESPONSE. Unless otherwise specified above, the Solicitation Response due date and time and all other Terms and Conditions remain the same.