

Food Scraps Pickup Program Residential Kitchen Bins RFP – Addendum 1

Issued Date: March 9, 2026

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

- Change in Solicitation Response Due Date
- Change in Terms and Conditions
- Other – Answers to Questions

NOTE: We encourage proposers to provide samples along with their proposals.

Questions:

- 1) **Is there any indication of annual volumes required or projected throughout the term of this contract and if so, any forecasted rollout schedule?**

We expect to place an initial order for about 6,000 of the 2.25-3-gallon bins soon after contract execution based on a grant award. We anticipate buying up to 12,000 bins between contract execution and July 2027. Over the course of the contract, we expect to purchase additional bins in additional sizes as funds become available and program needs become more clear.

- 2) **Can you please indicate the logistics involved in this process including:**

- **Anticipated order frequency - monthly, quarterly, annually?**

After the initial order, orders will be on an as-needed basis. This will likely be based on annual appropriations for bin purchases and lead times and delivery schedules can be negotiated with the vendor

- **Delivery requirements - would this be to a central hub for R&E or separate municipalities or how would the final distribution to residents be handled?**

We may ask for orders to be delivered to various locations. This could look like one order being delivered to two locations (location A and location B) or one order being delivered at location A and another order being delivered at location B. Please offer delivery costs for the different types of deliveries in your proposal. Distribution to residents will be handled by R&E staff. The responsibility of the vendor is just to deliver larger quantities of bins to R&E.

- 3) **Is there any provision for unforeseen circumstances at time of bid closure?**

- **New tariffs issued**
- **Allowance for reasonable price increases due to commodity fluctuations on a structured basis (eg every year with proof if required), etc**

The solicitation does not contain any specific provisions to address the above; however, R&E is familiar with the challenges of providing pricing with tariff fluctuations and inflation uncertainty. Proposers are invited to include price escalations under the “Price Increases” section of the price sheet and provide any additional pricing considerations (such as addressing tariff increases/decreases) under

the “Additional Pricing Section.”

4) When do you anticipate the first order would be placed once the vendor(s) are selected?

We expect to place an initial order for 6,000 of the 2.25-3-gallon size bins soon after contract execution.

5) We noticed that there are very specific gallon and sizing requirements listed of what is generically considered a 'kitchen bin' - 2.25, 2.5, 3. Is there any reason this wasn't just posted generically as a kitchen bin in the 2.5-3 gallon range?

We wanted to give various bin size options, but generally anything between the 2.25-3-gallon range will suffice. If your bin dimensions differ from what is specified, please note this on the price sheet.

6) Can you please advise which email address is correct for bid submission?

Both jredmond@recyclingandenergy.org and jim.redmond@recyclingandenergy.org will work and go to the same place.

7) What will be expected of the residents with regard to the bins; will they be used in conjunction with the current food scrap bags program, will they also receive carts to empty them into, or will they be transporting the bins to central collection containers?

They will be used in conjunction with the current Food Scraps Pickup Program. Additional information on the program can be found here: <https://foodscrapspickup.com/>

8) Will hot stamping of a logo or similar be required on the bins?

No

9) Are estimates available of what the annual and/or per-order quantity requirement will be?

We expect to place an initial order for 6,000 of the 2.25-3-gallon size bins soon after contract execution. Additional orders will be placed as program needs arise and funding sources are identified.

10) Can you please advise the address where the bins are to be delivered to?

We may ask for orders to be delivered to various locations, generally in Ramsey and Washington Counties. This could look like one order being delivered to two locations (location A and location B) or one order being delivered at location A and another order being delivered at location B. Please offer delivery costs for the different types of deliveries in your proposal. Distribution to residents will be handled by R&E staff. The responsibility of the vendor is just to deliver larger quantities of bins to R&E.

11) Is a standard delivery dock available, or will power tailgate be required?

Will be dependent on the location of deliveries and logistics can be discussed when orders are placed. Delivery surcharges should be noted in the “Additional pricing information” section of the price sheet.

12) Can the site accommodate a 53 foot truck?

Will be dependent on the location of deliveries and logistics can be discussed when orders are placed. Potential delivery surcharges should be noted in the “Additional pricing information” section of the price sheet.

13) Are delivery appointments or call-aheads required?

Will be dependent on the location of deliveries and logistics can be discussed when orders are placed.
Delivery surcharges should be noted in the “Additional pricing information” section of the price sheet.

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.