ADDENDUM NUMBER TWO
RFP 1-21

To: All Prospective Proposers and all others concerned

From: City of Cheyenne, Purchasing Manager, TJ Barttelbort

Date: January 20, 2021

Subject: Addendum Number Two to Request for Proposal 1-21 for the City of Cheyenne Landfill Mapping and Surveying Services Project

The changes, clarifications, omissions, additions, and/or alterations in, on, and to the proposal information and specifications shall apply to the Request for Proposal submitted for and to the project indicated above. Except as modified by this Addendum Number Two, all of the terms and provisions of the Request for Proposal for the above listed project remain in full force and effect. This Addendum Number Two supersedes all previous instructions pertaining to the items listed:

Clarifications:

C1: A revised Exhibit B is included with Addendum Two. Proposers are instructed to utilize the revised Exhibit B included with this Addendum Two for their Proposal Submission.

Questions & Responses

Q1: I have been going through the RFP 1-21 and noticed in section B. Proposal Format that 1. C was omitted. Is this by design or should I keep the lettering for the proposal?

A1: The omission of letter ‘C’ on Page 5, B. Proposal Format was a typographical error. The City will leave the lettering as-is, with this acknowledgement.

Q2: For the base map required in letter A of Task 1 what is the boundary for the 260 acres required for the base map?

A2: The Boundary for the Base map will be the permitted boundary for the Landfill.

Q3: In Task 1 letter B it is indicated that 3 grid plans are to be prepared for use by landfill staff in the field. Are those three grids different portions of the landfill and also what staking frequency (i.e 25, 50 or 100 foot grid) would you prefer?
A3: The three grid plans will be for different areas of the working face at different times. Expect the grid maps to be created on a quarterly bases, with subsequent surveyor placing the new grid pattern onsite. Staking frequency can be every 100 feet.

Q4: Knowing there are some construction projects planned to be completed in the near future at the Landfill site what is the time frame for completion of these services. Do you want to wait to complete the base map survey until after all the construction is complete?

A4: The construction projects should not impact the time frame of base map survey. Scale House building will be completed around June 2022. Cell excavation should be completed by August 2021.

Q5: Under letter B.d for Task 2 it mentions that a second survey of the MSW and C&D areas will be completed to calculate the Airspace Utilization Calculation. What period of time is anticipated between the new base map survey and the second survey and is a second survey needed?

A5: 6 months between base map and second survey. The second survey is needed to calculate the amount of airspace that was consumed from the time of the base map to some other point in time. The final product should allow calculation of the amount of waste placed per cubic yard of airspace consumed.

Q6: We understand that in 2019 the anticipated remaining life in both the MSW and C&D areas was estimated at 9 years each. If that is still the case, is it the intent of the City to utilize the full volumes of Phase 1?

A6: The City will be utilizing the full airspace capacity of Phase 1.

Q7: Under letter C for task 2 a Wyoming Licensed surveyor is to come out to the site 3 times per year to perform grade checks, boundary checks, and grid stake. Is this a multiyear contract or how should we price this task service? Would you prefer a cost per visit or a cost per year for the three visits? Does the statement “a Wyoming Licensed surveyor is to come out to the site” allow that the field work can be done under the supervision of a Wyoming Licensed surveyor, not necessarily requiring the PLS to be the one actually doing the field services?

A7: The City would prefer a cost per visit. The field work can be completed under the supervision of a Wyoming licensed surveyor.

Q8: The Scope of Work states that a Wyoming Licensed Land Surveyor will be required to be onsite multiple times throughout the project. Is the requirement that the individual is a Wyoming Licensed Surveyor, or can it be an individual working under the supervision of a Wyoming Licensed Surveyor?

A8: The Surveyor does not need to be onsite but needs to certify the data collected is accurate.
Q9: Scope of Work - Exhibit B.2.3 Task 2. C. “Have a Wyoming Licensed Surveyor come out to the Landfill on three separate occasions per year to perform grade checks, boundary checks and grid stakes.”

a. Regarding the three times per year clause: What is the expected duration of these visits (how many years)?

b. Regarding the three times per year clause: Is there an expected frequency of these visits (spaced quarterly), or are they to be determined when needed?

c. Regarding Grid Stakes: Does the City have an example of how they would like these grid stakes to be generated (spacing, coverage area, material type, etc.)?

A9: a. The Contract will be for one year with the option to extend for an additional two years. Please see the revised Exhibit B for clarification on bidding. The services performed for the second and third year will be for the following services:

- Every year – three grid maps created. Surveyor services include all necessary surveying needed to create the maps as well as surveyor coming onsite to stake out the grids that correspond with the map(s).
- Once a year contractor will calculate the AUF and prepare a report for the City. The Contractor will also deliver an Isopach as outlined in Task 2 of this RFP.
- Every year, the City may contact the Surveyor, up to three times, to have that person come onsite to perform grade checks, boundary stakes, and grid stakes.

b. Surveyor visits are to be determined when needed, up to three times per year.

c. The grids will be staked out in 100-foot intervals and match the grid map generated. Each stake should have the fill or cut marked on it.

Q10: Proposal Format B.1.e. References

a. May a firm be considered for potential award if they fail to provide three “current” customer references?

b. May a firm be considered for potential award if they provide “former” customer references in lieu of “current” customer references?

c. May a firm be considered for potential award if they provide customer references that can attest to our product and performance of work conducted similar to the requested scope of RPF#1-21?

   a. Note: Given our company’s related experiences to this project type and locality, I am hopeful that a possible lack of “current” landfill customers
on our duty roster would not disqualify our chance for proposal submission.

A10:  

a. A firm will be considered for the project even if they cannot provide three current customers.

b. A firm that cannot provide three current Landfill customers can provide “former” customers in place.

c. A firm can provide customer references to attest for product and performance.

Q11: Exhibit A, Section 1.2: Known Survey Points. Is the City Landfill staff available to assist with determining the known survey benchmarks?

A11:  The City Staff will assist with determining the known survey benchmarks.

Q12: Exhibit A, Section 2.3, Part C: How many years should the site visits be estimated for?

A12:  The site visits by the Surveyor are to be as needed for up to three times per year. This service will help landfill staff ensure proper grades are being followed and that trash stays in the designated permitted area. The contract is for one year initially with the option to renew for an additional three years.

Q13: Exhibit A, Section 2.3, Part C: Does the City require any deliverables (i.e. updated topography and/or mapping) after each subsequent site visit?

A13:  The City only requires the surveyor to place stakes with the proper cut/fill markers. There are no other deliverables associated with this task.

ADDENDUM ONE ACKNOWLEDGED:

BY_____________________________ TITLE_____________________________  
(Addendum must be signed and returned with proposal or receipt of the addendum must be acknowledged within the submitted Proposal).
REVISED EXHIBIT B
COST PROPOSAL

Explanations for the following service(s) can be found on Exhibit A, Section 2. If a service is not offered, please indicate with a N/A or NO.

First Year of Contract

<table>
<thead>
<tr>
<th>Task 1 – Map and Grid Generation</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Develop new base map</td>
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</tr>
<tr>
<td>B. Phase 1: Three grid plans</td>
<td></td>
</tr>
<tr>
<td>C. Surveyor Services</td>
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<th>Cost</th>
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<td>A. Second Survey for AUF for MSW and C&amp;D</td>
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<tr>
<td>B. AUF Report including Isopach</td>
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<td>C. Surveyor Services</td>
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Second and third year if contract renewed for additional two years

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All mapping data prepared as a part of this task will be provided to the City in AutoCAD format. Files will be organized and named in an orderly fashion.