



CITY OF PROVIDENCE, RHODE ISLAND

**Department: Sustainability**

**RFP Title: Community-Based Recycling Outreach and Education Campaign**

**Opening Date: 12/16/2024**

**Addendum #: 1**

**Issue Date: 12/9/2024**

The purpose of this addendum is to respond to Bidder Questions



**MAYOR BRETT P. SMILEY**  
CITY OF PROVIDENCE

**RFP Addendum 1: Response to Bidder Questions**

**Community-Based Recycling Outreach and Education Campaign**

MinuteTraq #: 47565

Date to be opened: 12/16/2024 at 2:15 p.m.

The following are the City's responses to questions asked at this RFP's pre-bid conference on November 26, 2024 and/or emailed to the City before the question submission deadline on December 3, 2024. Please note that this addendum must be signed and included with your proposal package.

1. Is collaboration with Providence's communications department possible when launching this campaign (i.e. social media posts, press release distribution, website edits/recommendations)?

This community-based education campaign will leverage the City's communications tools, including, but not limited to, social media, press releases, and newsletters. It will also be coupled with a mail-based campaign to make residents aware of proper recycling rules. The mail-based campaign will be managed under a different RFP/contract that has not yet been posted.

2. Does the city have a mailing list for single-family home addresses that is accessible for a direct mail campaign?

The City can develop a list of residential dwelling units that are part of its solid waste collection program. With that said, the purpose of this opportunity is to provide person-to-person education and outreach, not mail- or advertisement-based education and outreach. The City does intend to release a separate RFP for a mail-based outreach campaign in the future.

3. Is there a required amount of work/budget that is required to go to an outreach contractor for events, flyers, etc.?

**Department of Sustainability**

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The City has secured \$222,660 in grant funding for this project from U.S. EPA and Rhode Island Resource Recovery Corporation. Proposed services should be scaled accordingly to meet this available budget.

4. Does the City provide or have approved translators/translation companies they prefer to work with?

The City does not provide in-house translation. The City can provide vendors it has worked with in the past for translation services, but does not favor one vendor over another. Proposed education and outreach campaigns should be multilingual in nature and bidders should include translation and interpretation services in their budgets.

5. Can the City provide a 12-month solid waste report?

The City receives weekly solid-waste reports from RIRRC that provide detail on which routes' recyclables are accepted or rejected. The City can share these reports with the awarded vendor. The City also receives a monthly report with a 13-month history that provides a higher level overview of the amount of waste the City generates and the amount of accepted and rejected recycling. The most recent version of this report is included as an exhibit to this addendum.

6. Does the City know how well each neighborhood is currently performing with regard to recycling?

The weekly RIRRC report described above provides the City insight into how well each neighborhood performs. In general, the East Side and Mt. Pleasant perform better than the rest of the City, but all neighborhoods need improvement.

7. With regard to an improved recycling rate, does the City have a goal in mind?

The City will take a multi-pronged approach to improving its recycling rate, so improvement will be the result of multiple factors, not only this education and outreach campaign. With that said, by the end of the contract terms for this RFP (January 2027) the City hopes to achieve a recycling rate of at least 15%, which is the average recycling rate for other municipalities in Rhode Island with at least 10,000 curbside customers.

8. How should a firm proceed if they are not a state-certified Woman or Minority Business Enterprise (W/MBE)?

The City has a goal of procuring at least 20% of its services from W/MBEs. This can be achieved in two ways - (1) the bidder is a state-certified W/MBE, or (2) the bidder will subcontract at least 20% of the contract to W/MBEs. A bidder that will not achieve the 20% W/MBE goal must submit an approved W/MBE waiver with its proposal. A waiver can be requested from the City's W/MBE Outreach Coordinator, Grace Dias ([gdiaz@providenceri.gov](mailto:gdiaz@providenceri.gov)).

Non-profits are required to complete the top of the W/MBE form on page 11 of the RFP, but are not required to complete the rest of the form or secure a waiver from the City's W/MBE Outreach Coordinator.

Authorized Bidder Representative Name: \_\_\_\_\_

Authorized Bidder Representative Title: \_\_\_\_\_

Authorized Bidder Representative Signature: \_\_\_\_\_

## **Exhibit A**

RIRRC Municipal Customer Monthly Summary: Providence - November 2024



# RIRRC Municipal Customer Monthly Summary: Providence - November 2024

## Municipal Cap Summary:

For the current fiscal year, as of November 30 2024, Providence has tipped 31,633 refuse tons (57.2%) of its 55,297 ton cap, and has delivered 583 tons of recyclables to the Materials Recycling Facility, for a MRF Recycling Rate of 1.8%.

## 13 Month Material Summary By Customer Account:

Material (Code): Account	Nov-2023	Dec-2023	Jan-2024	Feb-2024	Mar-2024	Apr-2024	May-2024	Jun-2024	Jul-2024	Aug-2024	Sep-2024	Oct-2024	Nov-2024	12 Month Total
<b>Transactions Measured in Tons</b>														<b>Ton</b>
<b>Municipal Cap Wastes</b>	<b>6,244</b>	<b>6,432</b>	<b>5,923</b>	<b>5,017</b>	<b>5,983</b>	<b>6,236</b>	<b>6,997</b>	<b>6,414</b>	<b>6,789</b>	<b>6,528</b>	<b>5,853</b>	<b>6,535</b>	<b>5,928</b>	<b>74,634</b>
MUNICIPAL WASTE (201): PROV064927	0	0	0	0	0	0	0	5	0	0	0	0	0	5
MUNICIPAL WASTE (201): PROV252636	62	79	58	81	66	78	65	74	14	25	79	75	79	774
MUNICIPAL WASTE (201): PROV405165	142	136	39	33	161	239	253	218	287	260	327	280	278	2,511
MUNICIPAL WASTE (201): PROV553303	7	4	2	2	0	0	6	0	5	0	2	3	4	29
MUNICIPAL WASTE (201): PROV870791	4,397	4,326	4,264	3,613	4,148	4,449	5,007	4,542	4,854	4,596	4,078	4,488	4,024	52,388
REJECTED RECYCLING ROUTE (201R): PROV870791	1,395	1,508	1,504	1,201	1,476	1,387	1,606	1,519	1,550	1,541	1,247	1,445	1,305	17,291
CATCH BASIN CLEANOUT (230): PROV870791	201	270	17	50	79	39	24	35	0	17	32	154	151	867
MRF REJECTED LOAD (714R): PROV870791	39	108	38	38	53	44	37	21	80	88	87	90	87	769
<b>Compostables</b>	<b>704</b>	<b>484</b>	<b>97</b>	<b>80</b>	<b>87</b>	<b>346</b>	<b>416</b>	<b>275</b>	<b>246</b>	<b>243</b>	<b>208</b>	<b>313</b>	<b>668</b>	<b>3,463</b>
LEAF/YARD DEBRIS (312): PROV252636	17	12	3	51	11	8	0	0	0	21	3	0	25	135
LEAF/YARD DEBRIS (312): PROV405165	12	31	0	2	2	13	9	0	2	2	0	0	15	74

<b>Material (Code): Account</b>	<b>Nov-2023</b>	<b>Dec-2023</b>	<b>Jan-2024</b>	<b>Feb-2024</b>	<b>Mar-2024</b>	<b>Apr-2024</b>	<b>May-2024</b>	<b>Jun-2024</b>	<b>Jul-2024</b>	<b>Aug-2024</b>	<b>Sep-2024</b>	<b>Oct-2024</b>	<b>Nov-2024</b>	<b>12 Month Total</b>
LEAF/YARD DEBRIS (312): PROV553303	0	16	11	10	0	0	11	0	0	4	2	20	34	110
LEAF/YARD DEBRIS (312): PROV870791	648	425	29	6	18	318	387	263	233	217	179	284	590	2,950
CHRISTMAS TREES (313): PROV870791	0	0	37	1	0	0	0	0	0	0	0	0	0	38
SEGREGATED STUMPS/3 " PLUS BRANCHES (335): PROV252636	10	0	0	0	56	7	8	12	0	0	22	8	0	113
SEGREGATED STUMPS/3 " PLUS BRANCHES (335): PROV553303	17	0	16	10	0	0	0	0	11	0	2	0	5	43
<b>MRF Recycling</b>	<b>194</b>	<b>141</b>	<b>224</b>	<b>155</b>	<b>143</b>	<b>184</b>	<b>175</b>	<b>206</b>	<b>173</b>	<b>82</b>	<b>153</b>	<b>96</b>	<b>79</b>	<b>1,809</b>
MUNICIPAL SINGLE STREAM RECYCLABLES (714): PROV870791	0	0	0	0	0	0	0	17	2	3	0	5	0	26
MUNICIPAL SINGLE STREAM RECYCLABLES (714): PROV888952	194	141	224	155	143	184	175	189	171	79	153	91	79	1,783
<b>Other Recycling</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>2</b>	<b>2</b>	<b>9</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>56</b>
TIRES (307): PROV064927	1	0	0	0	0	0	0	0	0	0	0	0	0	0
TIRES (307): PROV405165	0	0	0	0	0	1	1	0	0	1	0	0	0	3
TIRES (307): PROV870791	2	4	2	3	5	6	1	2	9	3	3	6	6	49
CLEAN WOOD (311): PROV064927	1	0	1	0	0	1	0	0	0	0	1	0	0	4
<b>Other Wastes</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>2</b>	<b>1</b>	<b>35</b>
SOLID WASTE -NON- CONTRACT (101): PROV870791	0	0	0	0	0	0	0	0	0	2	0	0	0	2
MATTRESSES, FOR DISPOSAL (330LF): PROV405165	1	1	1	2	3	0	3	0	1	1	0	1	0	12
MATTRESSES, FOR DISPOSAL (330LF): PROV870791	1	1	2	1	1	1	2	1	2	1	2	1	1	15

<b>Material (Code): Account</b>	<b>Nov-2023</b>	<b>Dec-2023</b>	<b>Jan-2024</b>	<b>Feb-2024</b>	<b>Mar-2024</b>	<b>Apr-2024</b>	<b>May-2024</b>	<b>Jun-2024</b>	<b>Jul-2024</b>	<b>Aug-2024</b>	<b>Sep-2024</b>	<b>Oct-2024</b>	<b>Nov-2024</b>	<b>12 Month Total</b>
ALT. CVR. SCREENED STREET SWEEPINGS (355): PROV252636	0	0	0	0	0	0	0	0	0	0	5	0	0	5
<b>Finished Compost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>
Compost - Municipal (670): PROV252636	0	0	0	8	0	0	0	0	0	0	0	0	0	8
Compost - Municipal (670): PROV870791	0	0	0	0	0	0	0	0	0	17	0	0	0	17
<b>Total Tons</b>	<b>7,147</b>	<b>7,063</b>	<b>6,250</b>	<b>5,266</b>	<b>6,221</b>	<b>6,774</b>	<b>7,594</b>	<b>6,899</b>	<b>7,219</b>	<b>6,879</b>	<b>6,225</b>	<b>6,952</b>	<b>6,682</b>	<b>80,022</b>
<b>Transactions Measured in Units</b>														<b>Each</b>
<b>Fee</b>	<b>6</b>	<b>18</b>	<b>11</b>	<b>6</b>	<b>9</b>	<b>7</b>	<b>5</b>	<b>3</b>	<b>13</b>	<b>15</b>	<b>15</b>	<b>18</b>	<b>18</b>	<b>138</b>
EQUIPMENT USE (502): PROV252636	0	0	0	0	0	0	0	0	0	0	0	0	1	1
EQUIPMENT USE (502): PROV870791	0	0	0	0	0	0	0	0	0	0	0	0	1	1
REJECTED LOAD RELOAD FEE - MRF (502M): PROV870791	6	14	6	6	9	7	5	3	13	15	15	18	16	127
LOAD HANDLING SURCHARGE (516): PROV252636	0	4	5	0	0	0	0	0	0	0	0	0	0	9
<b>Other Wastes</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>12</b>	<b>6</b>	<b>5</b>	<b>0</b>	<b>35</b>
MATTRESSES, BOX SPRINGS (328): PROV252636	2	0	0	0	0	3	1	1	0	0	0	1	0	6
MATTRESSES, BOX SPRINGS (328): PROV405165	0	0	0	0	0	0	1	0	0	11	5	4	0	21
MATTRESSES, BOX SPRINGS (328): PROV553303	0	1	0	0	0	0	0	0	0	0	0	0	0	1
MATTRESSES, BOX SPRINGS (328): PROV870791	0	0	1	1	0	0	3	0	0	1	1	0	0	7
<b>Other Recycling</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>13</b>	<b>5</b>	<b>2</b>	<b>26</b>
TIRES (each) (308): PROV252636	0	0	0	0	0	0	0	2	0	0	0	0	0	2

<b>Material (Code): Account</b>	<b>Nov-2023</b>	<b>Dec-2023</b>	<b>Jan-2024</b>	<b>Feb-2024</b>	<b>Mar-2024</b>	<b>Apr-2024</b>	<b>May-2024</b>	<b>Jun-2024</b>	<b>Jul-2024</b>	<b>Aug-2024</b>	<b>Sep-2024</b>	<b>Oct-2024</b>	<b>Nov-2024</b>	<b>12 Month Total</b>
<i>TIRES (each) (308): PROV405165</i>	0	0	0	0	0	0	0	0	0	0	12	5	0	17
<i>TIRES (each) (308): PROV870791</i>	2	0	0	0	0	0	0	0	3	0	0	0	1	4
<i>RECOVERABLE MATTRESSES, BOX SPRINGS (334): PROV405165</i>	0	0	0	0	0	0	0	0	0	0	0	0	1	1
<i>RECOVERABLE MATTRESSES, BOX SPRINGS (334): PROV870791</i>	0	0	0	0	0	0	0	0	1	0	0	0	0	1
<i>TRUCK TIRES - EACH (336): PROV870791</i>	0	0	0	0	0	0	0	0	0	0	1	0	0	1
<b>NA</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<i>FREON REMOVAL FEE (511): PROV405165</i>	0	1	0	0	0	0	0	0	1	0	0	0	0	2
<b>Total Units</b>	<b>10</b>	<b>20</b>	<b>12</b>	<b>7</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>6</b>	<b>18</b>	<b>27</b>	<b>34</b>	<b>28</b>	<b>20</b>	<b>201</b>
<b>Total Transactions</b>	<b>772</b>	<b>737</b>	<b>675</b>	<b>613</b>	<b>650</b>	<b>722</b>	<b>762</b>	<b>734</b>	<b>771</b>	<b>776</b>	<b>764</b>	<b>832</b>	<b>819</b>	<b>9,627</b>

### Municipal MRF Recycling Rate Trend: Providence

