



**ADDENDUM #2**  
**Resource Conservation**  
**Organizing the Zero Waste Initiative at the Boulder County Fair**  
**RFP # 6668-17**

July 5, 2017

The attached addendum supersedes the original Information and Specifications regarding RFP # 6668-17 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

1. Question: Are any fairgrounds custodial staff available for hire during the Fair?  
**ANSWER: The fairgrounds manager will provide coordination for the pickup/emptying of the zero waste trios, and will also provide assistance with attendants as needed.**
  
2. Question: What volunteer groups have been involved in the past (if any) and is there a desire to retain these volunteer groups?  
**ANSWER: Resource Conservation Division has solicited Boulder County employees, Boulder County Youth Corps, and senior tax workers to volunteer in the past, and yes there is a desire to retain these volunteer groups.**
  
3. Question: Are any food vendors under contract currently?  
**ANSWER: Yes.**
  
4. Question: How many food vendors are expected to be under contract each day?  
**ANSWER: Between 10 – 20.**
  
5. Question: Will the food vendors change throughout the Fair or will the same vendors be there the duration of the Fair?  
**ANSWER: The same vendors will be there for the duration of the fair.**
  
6. Question: Has the Fair previously required the use of compostable and recyclable service ware by vendors?  
**ANSWER: Yes, since 2006.**

7. Question: Can you provide a picture of the 'waste trios' used in past Fairs?

**ANSWER:**



8. Question: Would the Fair be opposed to using different recycling stations in place of the 'waste trios'?

**ANSWER: Please provide a description, photo, and size of the proposed stations. Due to the volume of material moved in these stations, the capacity must meet the needs for the placement of the bins without causing excess burden on the staff to empty the bins more frequently.**

9. Question: Can you provide a map of the site indicating the areas of the Fair expected to be covered by this RFP?

**ANSWER: All areas within the fairgrounds on the photo below are to be covered during the Fair.**



10. Question: What are the exact hours the Fair is open to the public each day?  
**ANSWER: 10am – 10pm**

11. Question: What is the expected attendance during the week and over the weekends per day?  
**ANSWER: 15,000/day on the weekends (Friday, Saturday, Sunday) and 10,000/day during the week, with Monday being the slowest and Thursday the busiest.**

**Submittal Instructions:**

Submittals are due at the Administrative Services Front Desk or the email box (preferred) listed below, for time and date recording on or before **2:00 p.m. Mountain Time on July 12, 2017.**

**Your response can be submitted in the following ways. Please note that email responses to this solicitation are preferred, but are limited to a maximum of 25MB capacity. NO ZIP FILES ALLOWED. Electronic Submittals must be received in the e-mail box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This e-mail box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.**

**E-Mail**        [purchasing@bouldercounty.org](mailto:purchasing@bouldercounty.org); identified as **RFP # 6668-17** in the subject line.

-OR-

**US Mail**        **One (1)** unbound copy of your submittal, printed double-sided, 11 point, on at least 50% post-consumer, recycled paper must be submitted in a sealed envelope, clearly marked as **RFP # 6668-17**, to the Administrative Services Front Desk at 2025 14th Street, Boulder, CO 80302.

All proposals must be received and time and date recorded at the Administrative Services Front Desk by the above due date and time. Sole responsibility rests with the Offeror to see that their proposal is received on time at the stated location(s). Any proposal received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all proposals, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER  
ACKNOWLEDGMENT**

July 5, 2017

Dear Vendor:

This is an acknowledgment of receipt of Addendum #2 for RFP #6668-17, Organizing the Zero Waste Initiative at the Boulder County Fair.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and e-mail it back to [purchasing@bouldercounty.org](mailto:purchasing@bouldercounty.org) as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525.

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

**Signed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name of Company** \_\_\_\_\_

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