

Lauderdale County Board of Supervisors
410 Constitution Ave, 11th Floor
Meridian, Mississippi 39301
601-482-9746 Main
601-482-9744 Fax

BID PACKET

FOR

RFP NO: #002-2021

DOOR-TO-DOOR C & D DEBRIS and WHITE GOODS COLLECTION, TRANSPORTATION, RECYCLING AND DISPOSAL

PACKET INCLUDES THE FOLLOWING:

- Bid Overview
- Scope of Work
- Specifications
- Pre-Bid Conference Information
- Additional Information
- Vendor Data Form
- Cost Proposal Form
- Professional Reference Sheet
- Bid Instructions w/Acknowledgement
- Bid Certification

BID OPENING: Tuesday, August 10, 2021, at 10:00 A.M.

BID DUE DATE: Tuesday, August 10, 2021, not later than 9:00 A.M.

NO LATE BIDS WILL BE ACCEPTED

Company Name

LAUDERDALE COUNTY BOARD OF SUPERVISORS
410 CONSTITUTION AVE, 11TH FLOOR, MERIDIAN, MS 39301

DOOR-TO-DOOR C & D DEBRIS and WHITE GOODS COLLECTION, TRANSPORTATION, RECYCLING AND DISPOSAL

A. OVERVIEW

The Lauderdale County Board of Supervisors is seeking proposals from qualified vendors for the collection, transportation, recycling, and disposal of Construction & Demolition (C & D) Debris and White Goods (Appliances) for door-to-door pickup. Subject to the terms, conditions, provisions, and the enclosed specifications, responses to this solicitation will be received at this office until the stated date and time. Responses received after the scheduled due date and time will be rejected. Proposals must be submitted in a sealed package marked on the outside with the Contractor's name, address, and this solicitations name and number.

This solicitation does not commit Lauderdale County to award a contract, to pay any costs incurred in the preparation of proposals submitted, or to procure or contract for the services. The County reserves the right to accept or reject or cancel in part, or in its entirety offers received as a result of this request if deemed to be in the best interest of the County to do so.

B. SCOPE OF WORK

The selected Contractor(s) will be responsible for the collection, transportation, recycling, and disposal of Construction & Demolition (C & D) Debris and White Goods (Appliances).

1. Service will be for all county residential property consisting of approximately 14,425 homes.
2. Minimum service to be provided two (2) times per month/per household.
3. Unless otherwise specified, the items allowable for collection include:

Construction & Demolition Debris:

- Drywall
- Roofing Shingles
- Lumber
- Bricks
- Concrete
- Siding
- Metal
- Wood

White Goods:

- Refrigerators
- Freezers
- Dishwashers
- Trash Compactors
- Hot Water Heaters
- Ranges
- Stoves
- Washers/Dryers

Other Acceptable Items:

- Household Furniture
- Cardboard Boxes

C. SPECIFICATIONS

1. The selected Contractor(s)' drivers must be trained in accident prevention and defensive driving, proper loading and unloading procedures, and in emergency response procedures to spills or accidents.
2. The selected Contractor(s) shall provide contracted services in full compliance with all applicable federal, state, and local laws, regulations, and ordinances, as amended.

LAUDERDALE COUNTY MISSISSIPPI

3. The selected Contractor(s) shall reclaim and recycle/dispose of chlorofluorocarbons (CFC) or hydrochlorofluorocarbons (HCFC), containing refrigerants, compressor oil, mercury switches and capacitors, remove and recycle compressors and recycle remaining scrap metals. In all cases, recycling is the preferred method.
4. The selected Contractor(s) shall use licensed and reputable companies and facilities for all collections, transportations, treatment, recycling, or disposal of white goods materials.
5. The selected Contractor(s) shall complete any necessary and appropriate paperwork and/or documentation for white goods collected from each facility and provide collection information on the invoice: collection date, facility, number of CFC/HCFC units and non-CFC/HCFC units.
6. The selected Contractor(s) shall maintain all licenses and permits required for the contracted recycling activities. The selected Contractor(s) shall provide the County copies of licenses and permits upon written request.
7. The Contractor(s) must utilize Class I Rubbish Disposable Site in accordance with MDEQ guidelines.

D. PRE-BID CONFERENCE

A pre-bid conference will be held at 9:00 a.m. on Tuesday, July 20, 2021 in the Conference Room located on the 11th floor of the Raymond P. Davis – Annex Building at 410 Constitution Avenue, Meridian, MS 39301.

All bidders are responsible for attending the meeting during which time you will be allowed to ask pertinent questions to put forth a comprehensive proposal.

ADDITIONAL INFORMATION TO BIDDERS

The Lauderdale County Board of Supervisors reserves the right to seek clarification of bid responses from vendors submitting proposals.

The Lauderdale County Board of Supervisors is exempt from all Federal, sales and use taxes.

EVALUATION CRITERIA:

It is the intent of Lauderdale County to award the contract to the best and/or lowest responsive and responsible bidder complying with these instructions, provided the proposal submitted in the RFP is deemed reasonable and in the best interest of the Lauderdale County Board of Supervisors.

LATE BID OR MODIFICATIONS:

- A. Bid and modifications received after the time set for the bid submittal shall not be considered. Modifications in writing received prior to the deadline will be accepted. The County will not be responsible for misdirected bids. Bidders should email the County Purchasing office at purchasing@lauderdalecounty.org to ensure receipt of their submittal documents prior to opening time and date listed.
- B. The time set for the deadline shall be local time for Meridian, Mississippi (CST) on the date listed.

CONTRACT TERM:

Services are expected to begin September 1, 2021. This will be a two (2) year contract with the opportunity to extend the services an additional two (2) years.

Lauderdale County will not be responsible for any damages caused to the personal property of any individual/or business as a result of the material, equipment or negligence of the Contractor(s)/or anyone in their employment. It is the responsibility of the bidder to ensure that safety precautions are taken in all instances to avoid damages/or injuries.

By signing below, you acknowledge that you understand all terms set forth and outline up to this point.

SIGNATURE OF ACKNOWLEDGEMENT: _____

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VENDOR DATA FORM

My signature certifies that the accompanying proposal is not the result of or affected by, any act of collusion with another person/or company engaged in the same line of business or commerce, or any act of fraud.

I hereby certify that I am authorized to sign this proposal for/or on behalf of the company.

NAME OF COMPANY: _____

LEGAL ADDRESS: _____

PHONE (_____) _____ FAX (_____) _____

FEDERAL ID #: _____ (Attached W-9)

SIGNATURE: _____

PRINTED NAME: _____

OFFICIAL TITLE: _____

EMAIL ADDRESS: _____

DATE: _____

LAUDERDALE COUNTY BOARD OF SUPERVISORS
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COST PROPOSAL FORM

DOOR-TO-DOOR C & D and WHITE GOODS COLLECTION, TRANSPORTATION, RECYCLING AND DISPOSAL

The undersigned bidder proposes to provide Lauderdale County all labor, equipment, and materials for C & D and White Goods Collection, Transportation, Recycling and Disposal Services for approximately 14,425 residential properties.

COMPANY NAME: _____

Item	Unit Price
Disposable Rate per Ton	\$
Per Household Rate	\$
Other costs (if any):	\$
Other costs (if any):	\$

TOTAL ANNUAL COST PROPOSAL: \$ _____

Contact Person

 Name (Print)

 Signature

 Title

 Phone

*****This form must be completed and returned with submitted Proposal*****

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VENDOR PROFESSIONAL REFERENCE SHEET
TO BE COMPLETED AND SUBMITTED WITH PROPOSAL

QUALIFICATIONS: Firms shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the Lauderdale County Board of Supervisors.

Indicate the length of time you have been in business as a company providing the type of service required for this agreement. Years_____ Months_____

Please provide a minimum of three (3) references, which may substantiate past work performance and experience in the type of work required for this contract. This should include the following: Business Name, Address, Phone Number and Contact Person

1. _____

2. _____

3. _____

Company Name of Bidder/Vendor

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INSTRUCTIONS TO BIDDERS

1. ALL BIDS SHALL BE ON LAUDERDALE COUNTY BID FORMS AND SUBMITTED IN DUPLICATE.
2. ALL BIDS SHALL BE FOB MERIDIAN, MS AND MUST INCLUDE ANY PRE-DELIVERY CHARGES.
3. BID SHALL INCLUDE THE COMPANIES COMPLETED FORM W-9.
4. ALL BIDS SHALL BE ADDRESSED TO THE LAUDERDALE COUNTY BOARD OF SUPERVISORS,
C/O PURCHASING CLERK, 410 CONSTITUTION AVENUE - 11TH FLOOR, MERIDIAN, MS 39301 AND CLEARLY
MARKED ON OUTSIDE OF ENVELOPE AS FOLLOWS:

RFP NO: 002-2021 **BID DUE DATE:** August 10, 2021 by 9:00 A.M.
(ENTER BID NO.)

BIDS MAY ALSO BE ELECTRONICALLY SUBMITTED VIA THE CENTRAL BIDDING WEBSITE AT:

WWW.CENTRALBIDDING.COM.

THE PURCHASING DEPARTMENT WILL NOT ACCEPT FACSIMILE (FAX) NOR EMAIL TRANSMISSIONS OF THIS PROPOSAL.

IT SHALL BE INCUMBENT UPON EACH BIDDER TO UNDERSTAND THE SPECIFICATIONS AS LISTED HEREIN AND TO OBTAIN CLARIFICATION WHEN NECESSARY. IT IS NOT THE INTENT OF THE SPECIFICATIONS TO LIMIT THE BIDDING TO ANY MAKE OR MANUFACTURE OF MATERIALS, BUT RATHER TO SELECT SUCH MATERIALS TO FILL A SPECIFIC NEED AND PERFORM A SPECIFIC TASK. ANY REFERENCE TO NAME-BRAND MATERIALS IS INTENDED TO ESTABLISH STANDARDS ONLY AND BIDS SUBMITTED IN MATERIALS EQUAL THERETO SHALL BE CONSIDERED.

NO RESPONSIBILITY WILL ATTACH TO ANY PERSON EMPLOYED BY THE BOARD FOR PREMATURE OPENING OF ANY BID NOT PROPERLY ADDRESSED AND IDENTIFIED AS STIPULATED ABOVE.

THE LAUDERDALE COUNTY BOARD OF SUPERVISORS RESERVES THE RIGHT TO ACCEPT OR REJECT ANY AND ALL BID(S) AND TO WAIVE INFORMALITIES.

INITIAL ACKNOWLEDGEMENT: _____

I, (we) fully understand that this bid is irrevocably subject to the following:

- 1) that by signing this bid I (we) certify that I (we) have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding;
- 2) that no itemized attachments to this bid form will be allowed;
- 3) that the Lauderdale County Board of Supervisors reserves the right to reject any or all bids;
- 4) that bids must be firm; bids determined not to be firm by the Lauderdale County Board of Supervisors shall be treated as void;
- 5) that unit price bid quotes shall be completed by the bidder with no further calculations required of the Lauderdale County board of supervisors in order to determine firm unit prices;
- 6) that the bid form must be signed and dated in appropriate place by bidder or his authorized agent;
- 7) that I (we) may omit price quotes on any item which cannot be furnished or supplied for the full term as specified in the publication;
- 8) that I (we) hereby certify that the prices quoted herein do not exceed the prices permitted by law;
- 9) this is to certify that the undersigned is in compliance with the Civil Rights Act of 1964, as amended; the Civil Rights Act of 1968, as amended; the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Handicapped Act; the Sex Discrimination Act; the Copeland "antikickback" Act; and all executive orders and regulations relating to the above referenced acts, and all regulations issued under said Acts, and additionally, certify that the undersigned does not discriminate in employment and/or operations on the basis of sex, race, color, creed, religion, national origins, handicapped status or age.
- 10) The undersigned bidder hereby certifies and/or affirms that (he) (she) (it) is currently in compliance with and shall, for the term of the referenced project contract or service period, remain in compliance with all pertinent United States government Rules, Regulations, and Standards relating to the funds, project or service, and/or Anti-Discrimination, GAO, O. MB, or Specific departmental Standards. Further, this bidder is informed about and is familiar with all such Federal requirements and shall cooperate with Lauderdale County in complying with all audits and other inquiries to confirm compliance with such requirements.
- 11) All services will be performed with due care, diligence, and skill consistent with the Contract specifications and best industry standards by appropriately qualified and experienced Personnel.

DATED AND CERTIFIED BY:

SIGNATURE OF BIDDER OR AUTHORIZED AGENT

DATE SIGNED