

**REQUEST FOR PROPOSALS**  
**PROPERTY FOR BORROW SOILS AND SOLID**  
**WASTE HANDLING FACILITIES**  
**for**  
**MACON-BIBB COUNTY, GEORGIA**



**REQUEST FOR PROPOSALS [RFP #20-033-CW]**  
**ISSUED DECEMBER 30, 2019**

**PROPOSALS DUE:**  
**FEBRUARY 06, 2020 at NOON**

**REQUEST FOR PROPOSALS**  
**PROPERTY FOR BORROW SOILS AND SOLID WASTE HANDLING FACILITIES**

**MACON-BIBB COUNTY, GEORGIA**  
**Request for Proposals Number: [RFP #20-033-CW]**  
**Due Date: February 06, 2020 at Noon**

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- 4.0 Scope of Work
- 5.0 Proposal Submission Requirements
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Attachment "A" – Required Submission Documents

## 1.0 General

### Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Proposals (original plus 5 copies and one electronic copy via thumb drive) in the Procurement Department, 700 Poplar Street, Suite 308, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on Wednesday, February 06, 2020, for Property for Borrow Soils and Solid Waste Handling Facilities for Macon- Bibb County.

### **NO LATE RESPONSES WILL BE CONSIDERED**

The names of responding firms will be publicly read on Thursday, February 06, 2020, at 2:00 P.M. in the Macon-Bibb County Procurement Department Conference Room, located on the 3rd Floor of the Government Center Building at 700 Poplar Street, Macon Georgia 31201.

### Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in this document, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

Announcement of this Request for Proposals may also be posted on the Macon-Bibb County website at [www.maconbibb.us/purchasing](http://www.maconbibb.us/purchasing) and on the Georgia Procurement Registry website [https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)

### Pre-Proposal

There will be no pre-proposal conference for this RFP.

### Submittals

Responses must be sealed and identified on the outside of the package as and delivered to  
**"20-033-CW- "Property for Borrow Soils and Solid Waste Handling Facilities"**  
Macon-Bibb County Procurement Department  
700 Poplar Street  
Suite 308  
Macon, Georgia 31201  
**[cwilmore@maconbibb.us](mailto:cwilmore@maconbibb.us)**  
Telephone: (478) 803-0551

Submissions may not be withdrawn for a period of one hundred and eighty (180) days after the deadline on date of closing. Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted by in response to the RFP shall become the property of Macon-Bibb County.

## Responsiveness

In order to be considered “*responsive*” the submission must include completed copies of the following documents:

- Proposer information
- Attachment “A” Forms

## Responsibility

In order to be considered “*responsible*” the submitting firm must meet the following minimum qualifications:

- Must provide documentation of the ownership of the property and document that the respondent has the legal authorization to offer the property for sale.

## Reservations

Macon-Bibb County will not provide compensation to Respondents for any expenses incurred by the Respondent(s) for submittal preparation or for any demonstrations that may be made, unless otherwise expressly stated or required by law.

Each submission should be prepared simply and economically, providing a straightforward, concise description of your firm’s ability to meet the requirements of this RFP. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner’s needs.

Macon-Bibb County makes no guarantee that an award will be made as a result of this RFP and reserves the right to accept or reject any or all submittals, with or without cause, waive any formalities or minor technical inconsistencies, or delete any item/requirement from this RFP or contract when deemed to be in the Owner’s best interest.

Macon-Bibb County will consider only representations made within the submission in response to this RFP. Owner will not be bound to act by any previous knowledge, communication or submission by the firms other than this RFP. Failure to comply with the requirements contained herein may result in the submission being deemed “non-responsive” or “non-responsible”. Non-responsive submissions will not be reviewed for potential award.

The Macon Bibb County Board of Commissioners is seeking property suitable for operating and locating solid waste related services for the following purposes:

- Borrow soil for final cover of municipal solid waste landfill
- Solid waste transfer station
- Construction/Demolition (C&D) disposal

The Macon-Bibb County Procurement Officer is the sole point of contact for this solicitation. Questions may be submitted in writing up to ten (10) business days prior to proposal opening. Questions may be emailed to **Chauncey Wilmore** at [cwilmore@maconbibb.us](mailto:cwilmore@maconbibb.us). Material questions will be answered by posting and addendum to the county website at [www.maconbibb.us/purchasing](http://www.maconbibb.us/purchasing). It is the sole responsibility of the Proposer to check the website regularly up to and including the date the proposals are due.

## 2.0 Background

Macon-Bibb County is a consolidated City-County government that covers 255.1 square miles in central Georgia. According to the U.S. Census, Macon-Bibb County had an estimated population of 153,095 in 2018.

Macon-Bibb County owns the only operating MSW landfill in the County, the Macon-Walker Road landfill (EPD permit number 011-017D (SL)). However, this landfill is reaching capacity and the majority of municipal solid waste generated in the County is disposed elsewhere as the landfill does not accept waste from the contracted residential haulers. However, residents, local building contractors and small businesses can haul and dispose of solid waste in the Walker Road landfill. Residents are able to deliver one free load to the landfill each month weighing no more than 500 pounds and are charged \$32.75 per ton (prorated) for any additional deliveries, Residents can deliver tires, scrap metal, appliances, and bulky items to the Macon-Walker Road landfill as well.

There are currently no active transfer stations within the County that accept municipal solid waste. In anticipation of the Walker Road Landfill closure and the county's desire to implement the approved Solid Waste Management Plan, Macon-Bibb requests interested parties to submit proposals for the County purchase of land suitable for use as a solid waste transfer station, a borrow pit, and a C&D landfill. The property, or properties, shall be capable of being permitted for their intended purpose.

For more information on solid waste management in Macon-Bibb County, see the Macon-Bibb County Solid Waste and Materials Management Plan, covering the years 2016 through 2025 at the following link:

[www.maconbibb.us/wp-content/uploads/2013/10/Solid-Waste-Manage-Plan.pdf](http://www.maconbibb.us/wp-content/uploads/2013/10/Solid-Waste-Manage-Plan.pdf)

## 3.0 Procurement Schedule

### 3.1 Mandatory Pre-Proposal Conference

There will be no pre-proposal conference for this RFP.

### 3.2 Inquiries

It is the responsibility of each Proposer to examine the entire RFP and seek clarification if needed. Questions and inquiries will be accepted from any and all proposers. The Macon-Bibb County Procurement Officer is the sole point of contact for this solicitation unless otherwise instructed herein. Questions must be submitted in writing up to ten (10) business days prior to proposal opening. Questions may be emailed to **Chauncey Wilmore** at [cwilmore@maconbibb.us](mailto:cwilmore@maconbibb.us). No phone calls, please. Unauthorized contact with other Macon-Bibb County staff regarding this RFP may result in the disqualification of the Proposer. Inquiries pertaining to Requests for Proposals must give RFP number and title. Material questions will be answered in writing, typically by posting to the County website as an addendum to this RFP. It is the sole responsibility of the proposer to check the website ([www.maconbibb.us/purchasing](http://www.maconbibb.us/purchasing)) regularly up to and including the date the proposals are due.

### **3.3 Proposal Due Date and Opening Date**

Proposals are due by February 06, 2020 at the following address:

**U.S. Postal Service:**

Macon-Bibb Procurement  
700 Poplar Street, Suite 308  
Macon, GA 31201

**FEDEX/UPS:**

Macon-Bibb Procurement  
700 Poplar Street, Suite 308  
Macon, GA 31201

Proposals will be accepted at the above address until the time and date specified above, and immediately after will be publicly opened and vendor names only will be read aloud.

Proposals received after the required time or in any other location other than the location specified above will not be accepted. Macon-Bibb County will not be held liable for misdirected deliveries nor deliveries that are late due to shipping carrier. Faxed or email submissions will not be accepted. All proposals submitted in response to this invitation shall become the property of Macon-Bibb County and will be a matter of public record available for review after award.

### **3.4 Interviews**

The County may request that selected Proposers participate in interviews with the County's proposal review committee.

### **3.5 Approval of Contract Award**

The County anticipates that the negotiated contract shall be presented for consideration by the Macon-Bibb County Board of Commissioners at its regularly scheduled meeting in March 2020.

### **4.0 Scope of Work**

The purpose of the RFP is to solicit proposals from land owners and qualified solid waste management firms to implement the Macon-Bibb County Solid Waste Management Plan (or portions of the Plan). Macon-Bibb County is seeking property for obtaining soils for the existing Walker Road Landfill closure. Furthermore, the County is seeking to determine the optimal solution long-term solid waste management and operational control of future solid waste facilities while maintaining excellent environmental and operational performance. Proposals could include, but not limited to, one or all of the of the following:

- A. Property for County purchase or access to suitable soils for the closure of the Walker Road Landfill.
- B. Property for County purchase of suitable property for a municipal solid waste transfer station in Macon-Bibb County with a convenience center for a citizen solid waste, bulk waste, yard waste, and recycling collections.
- C. Property for County purchase of suitable site for a construction/demolition landfill.

During the evaluation process, it will be considered advantageous and desirable to co-locate one or all of the properties or facilities listed above.

## 5.0 Proposal Submission Requirements

### 5.1 Proposal Submission Format

The Proposer shall submit **five (5) originals and one (1) electronic copy via thumb drive** of the proposal to the address and by the time and date described in Section 1.0. Macon-Bibb County will not accept proposals received by e-mail or FAX. Proposals shall be organized as listed below with the content of each section as described herein.

Section 1	Letter of Intent
Section 2	Property Description (address, acreage, ownership)
Section 3	Exceptions to RFP
Section 4	Pricing

The Proposer may also provide supplemental marketing or technical materials, to be packaged separately from the offer. No materials provided by the Proposer will be returned at any time during or following this procurement.

#### 5.1.1 Letter of Intent

Letter of Intent shall be signed in accordance with Section 5.2 of this RFP and shall include the following statements:

- a) Proposal binding for One Hundred and Eighty (180) Days. Each proposal shall contain a statement that the proposal is a firm offer for a one hundred eighty (180) calendar day period from the opening date specified in Section 3.3 of this RFP.
- b) Representation as to Accuracy and Completeness of Proposal including a statement that “The information contained in this Proposal or any part thereof, including its exhibits, schedules and other documents and instruments delivered or to be delivered to the County, are true, accurate and complete to the Proposer’s knowledge. This proposal includes all information necessary to ensure that the statements herein do not in whole or in part mislead the County as to any material facts.”

#### 5.1.2 Approach

Proposer must designate to which of the above options listed in **4.0 Scope of Work** that you or your company is responding. A proposer may submit an offer on one or two or all three parts of the Scope of Work. Separate parcels for each option will be considered, but the County considers that co-location of options listed is beneficial.

**A. Property for County purchase or access to suitable soils for the closure of the Walker Road Landfill.**

Proposer shall describe location and size of the property. The property should be either owned or otherwise encumbered by the Proposer. Locations of state waters, wetlands, flood plains, easements, liens, or other encumbrances shall be disclosed. Soils testing information should be provided, if available. Soil for the landfill cover must be capable of providing a permeability of  $1.0 \times 10^{-5}$  cm/sec (clayey soil). 6” of topsoil and vegetative cover is also required for final cover. The total volume of clayey soil needed is  $\pm 225,000$  c.y. and  $\pm 75,000$  c.y. of top soil.

**B. Property for County purchase of suitable property for a municipal solid waste transfer station in Macon-Bibb County with a convenience center for a citizen solid waste, bulk waste, yard waste, and recycling collections.**

The transfer station will be required to accommodate a minimum of 500 tons of municipal waste per day. Macon-Bibb County estimates that the required land area for the transfer station will be 15 to 25 acres depending on the location and quality of the land. Proposer shall describe the location and size of the property. Locations of state waters, wetlands, flood plains, easements, liens, or other encumbrances should be disclosed.

A conceptual transfer station and layout is included for reference. The Proposer may also submit his/her own alternate concepts if he/she chooses.

**C. Property for County purchase of suitable site for a construction/demolition landfill.**

The county estimates  $\pm 150$  acres will be required for this purpose depending on the quality of the land. Proposer shall describe the proposed location and size of the potential C&D landfill noting that the following buffers are required:

- 200' buffer from the waste disposal boundary to the property line;
- 500' buffer from the waste disposal boundary to any occupied dwelling or water supply.

While not required for submission of this proposal, the Proposer should consider basic siting restrictions described in Circular 14 Appendix B including floodplains, streams and wetlands, proximity to National Historic Sites, proximity to county boundaries, and wellhead protection. Other factors for consideration when identifying appropriate properties include proximity to other landfills, trout streams, private recreational camps. In addition, any easements, liens, or other encumbrances should be disclosed.

The Proposer is **not** expected to provide a hydrogeologic assessment under this option. The site suitability application, public participation, and other design and permitting requirements will be the responsibility of the County.

**5.1.3 Pricing**

The proposal shall describe the general financial terms proposed but not limited to:

- Upfront costs/payments;
- Ongoing costs/payments.

**5.2 Signatures**

Proposals **MUST** give full firm name and address of proposer. Failure to manually sign proposal may disqualify it. Person signing proposal should show TITLE or AUTHORITY TO BIND HIS FIRM IN A CONTRACT.

**5.3 Typed or Ink Corrections**

Proposals shall be typed or in ink. Erasures, interlineations or other modifications in the proposal shall be initialed in ink by the person authorized to sign the Proposal as set forth in Section 5.2.

**5.4 Proposal Time Stamp**

The time proposals are received shall be determined by the time clock stamp in Procurement Department. Procurement Department personnel will promptly timestamp submissions as they are received. Proposers are responsible for ensuring that their proposals are received and stamped by Procurement Department personnel by the deadline indicated.

**5.5 Proposer Representations and Responsibilities**

By submitting a proposal in response to this Request for Proposal, the Proposer represents that it has read and understands all elements of this Request for Proposal and has familiarized itself with all federal, state,



and local laws, ordinances, and rules and regulations that in any manner may affect the cost, progress, or performance of the contract work. Proposer shall promptly notify the County of any omission, ambiguity, inconsistency, or error that they may discover upon examination of the Request for Proposal. Failure to make such examination shall be at the Proposer's own risk. The County assumes no responsibility for Proposer's failure to examine all documents that make up this Request for Proposal.

The Proposer will not be entitled to additional compensation upon subsequently finding that conditions require method or equipment other than that anticipated in making the proposal. Failure to make such examinations shall be at the Proposer's sole risk.

The failure or omission of any Proposer to receive or examine any form, instrument, addendum, or other documents or to acquaint itself with conditions existing at the site or technical details of systems to be integrated with, shall in no way relieve any Proposer from any obligations with respect to its proposal or to the contract.

## **5.6 Proposal Withdrawal**

A proposal may be modified or withdrawn by the Proposer any time prior to the time and date set for the receipt of proposals. The Proposer shall notify the Procurement Department in writing of its intentions.

- a) If a change in the proposal is requested, the modification must be so worded by the Proposer as to not reveal the original amount of the proposal.
- b) Modified and withdrawn proposals may be resubmitted to the Procurement Department up to the time and date set for the receipt of proposals.
- c) No proposal can be withdrawn after the time set for the receipt of proposals and for one hundred and eighty (180) days thereafter.

## **6.0 Proposal Evaluation/Selection Process**

### **6.1 Overview of Proposal Evaluation/Selection Process**

Macon-Bibb County will review and evaluate all proposals and offers. Macon-Bibb will only consider the response to this solicitation for selection of finalists. It is critical, therefore, that Proposers provide information completely, accurately, and clearly. Proposers are asked to address each evaluation criteria and to be specific in presenting their qualifications.

The County may select one or more Proposers deemed to be fully qualified and best suited among those submitting proposals. The County reserves the right to award based on the responses received or to negotiate with none, any or all of the Proposers. Price shall be considered but will not be the sole determining factor. The County shall select the Proposer which, in its opinion, has made the proposal that is most beneficial to the County. Should the County determine at its sole discretion that only one Proposer is fully qualified or that one Proposer is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Proposer.

The award document will be an agreement incorporating by reference all the requirements, term and conditions of the solicitation and the Proposer's proposal as negotiated.

## 6.2 Evaluation Criteria

Proposals for consideration must contain evidence of the Proposer's experience and abilities in the evaluation of the responses will be based on the following criteria.

- a) Responsiveness/Exceptions to RFP
- b) Suitability of the offered property for the intended purpose or purposes
- c) Location and proximity of the offered property or properties;
- d) Price

## 7.0 Proposal Forms

This Section includes all forms to accompany Proposals. The table below indicates the required forms.

A	Proposer Information	Mandatory

Having carefully examined the Proposal Documents entitled Property for Borrow Soils and Solid Waste Handling Facilities and Addendum(s) No. (s) \_\_\_\_\_, we agree that this proposal may not be revoked or withdrawn for a period of one hundred and eighty (180) days following such time.

FIRM OR OWNER NAME: \_\_\_\_\_

AUTHORIZED OFFICIAL NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_