

MACON-BIBB COUNTY, GEORGIA

Request for Qualification Contractor (RFQc)

FOR

Collection of Commercial Solid Waste

21-048-FL

90-600

92-966

96-200



MACON-BIBB COUNTY

ISSUE DATE: May 19, 2021

DUE DATE: June 24, 2021

MBE/WBE/DBE Participation: Minority, Women Owned, and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE sub-consultants where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Charise Stephens, Director of Small Business Affairs at (478) 803-2819 or cstephens2@maconbibb.us.

I. GENERAL

A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Qualified Contractor (**original plus 3 copies**) 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 June 24, 2021, for **“Collection of Commercial Solid Waste”** for Macon- Bibb County.

NO LATE RESPONSES WILL BE CONSIDERED

The names of responding firms will be publicly read on Thursday, June 24, 2021, at 2:00 P.M. in the Macon-Bibb County Procurement Department Conference Room, located on the 8th Floor of the Government Center Annex Building at 700 Poplar Street, Macon Georgia 31201.

**All questions or concerns regarding the RFQC should be made via email only.
The Deadline for questions is May 28, 2021 at 5:00 PM EDT.**

B. 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.

C. Solicitation Documents

Announcement of this Request for Professional Services may also be posted on the Macon-Bibb County website at www.maconbibb.us/purchasing and on the Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp

D. Insurance Requirements

Insurance coverage shall be carried with an insurance company licensed to do business in the State of Georgia. All coverage should be written with insurance company with a Best Rating of A or better. Insurance shall be obtained prior to commencement of work and shall remain in force throughout the period of the contract. Macon-Bibb County shall be named as additional insured on the policy.

Workers' Compensation: Statutory
Errors and Omission: \$1,000,000
General Liability: \$1,000,000

E. Submittals

Responses must be sealed and identified on the outside of the package as and delivered to

“21-048-FL, Collection of Commercial Solid Waste”

Macon-Bibb County Procurement Department

700 Poplar Street

Suite 308

Macon, Georgia 31201

Telephone: (478) 803-0550

Submissions may not be withdrawn for a period of one hundred and twenty (120) 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.

F. Responsiveness

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

“Attachment A”

- Proposer Qualification Form
- List of Sub-Consultants
- Minority Participation Goal
- Financial & Legal Stability Statement
- Georgia Security and Immigration Compliance Act (E-Verify) Affidavit

G. Responsibility

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

- Five (5) years of experience providing the services included herein.
- Licensed to do business in the State of Georgia.
- Financially and Legally responsible to perform the services included herein.
- Must provide documentation of experience for collection of commercial solid waste of similar size.
- Must provide documentation of the ability to legally dispose of commercial solid waste.
- Must abide by all local, state, county, federal regulations pertaining to the Georgia Comprehensive Solid Waste Management Act of 1990, O.C.G.A12-8-20.
- Macon Bibb County must be named as an additional insured on all applicable policies on the Certificate of Insurance. The insurance carriers should be licensed to do business in the state of Georgia. The carriers must have an AM Best rating of A- or higher.

H. 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 RFQc. 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 RFQc 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 RFQc 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 RFQc. Owner will not be bound to act by any previous knowledge, communication or submission by the firms other than this RFQc.

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.

I. Local Presence

The contractor will list the addresses of the locations where contractor maintains an office or operation

facility that will be responsible for providing services to the county.

J. Franchisees: Billing and Fees

The contractor shall pay an initial application fees of \$2,500.00. Five (5) percent of the total monthly billing collected shall be paid to Macon-Bibb County. Upon renewal of contract, the amount of \$2,500.00 shall be paid as a renewal fee.

II. BACKGROUND

The Macon-Bibb County Government serves a community of about 155,000 people and is led by a 10-member Commission, with the Mayor serving as its chair. Macon-Bibb provides a full range of services extending beyond those provided by many other counties in Georgia. Some of the services provided include public safety; the construction and maintenance of highways, streets and infrastructure; zoning and code enforcement; court-related function; recreational activities; facilities management; emergency services and administrative offices. Macon-Bibb County Government has 2953 active employees and retirees.

III. SCOPE OF SERVICES

Macon Bibb County (MBC) is seeking qualified contractor(s) for collection of Commercial Solid Waste of the county limits who have a need for such services. The contractor(s) shall do the following:

- Contractor shall collect waste materials generated by the construction, remodeling, repair or demolition (C&D) materials properly placed in containers from Commercial Premises (businesses) on designed collection day.
- Contractor shall be able to provide up to six (6) days per week service, Monday- Saturday.
- Contractor(s) shall also replace all containers back in original location upon service completion.
- All solid waster hauled by the Contractor shall be so contained, tied, covered or enclosed such as leaking, spilling or blowing are prevented. Any leaking fluids from the trucks of the Contractor will be cleaned up within twenty-four (24) hours and notification must be sent to the Solid Waste Director or Designee in charge of the contract.
- Contractor(s) shall keep all equipment in safe operating condition and in proper repair, in a clean, sanitary and presentable condition. Vehicles must be painted uniformly with the name of the contractor. Any equipment not functioning properly shall be replaced or repaired before returning to operations.
- All complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed collection, the Contractor shall investigate and, if such allegations are verified, shall arrange for collection with twenty-four (24) hours after compliant has been received.
- Contractor shall submit to the Solid Waste Director or Designee a monthly report of missed collections.
- Contractor shall be responsible for invoicing each commercial business customer monthly for services utilized on Commercial Premises.

IV. SUBMITTAL FORMAT AND REQUIREMENTS

The Proposer shall submit **three (3) originals** of the proposal to the address and by the time and date described in Section 1. 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.

Firm's History / Background

- Letter of Interest
- History of the Firm (including years in business)
- Contact information (including address(es), telephone/Fax numbers, email, etc.
- Structure of the firm (include principal(s), project team, if applicable)

Experience

- Resume(s) of key personnel
- Reference list
- List of projects with similar scope and size
- Five years of experience providing the services included herein.

Project Approach

- Detailed plan for accomplishing the Collection of Commercial Solid Waste

Project Timeline

- Provide a project schedule outlining each identified deliverable.

V. SCORING (total possible number of points = 100)

Experience – Maximum 50 points

Project Approach – Maximum 30 Points

Project Timeline – Maximum 20 Points

VI. AWARD BASIS

Award will be recommended to the respondent(s) with the highest number of points. Macon-Bibb County may award to multiple Contractors to provide services as needed by the County.