



# MACON-BIBB COUNTY, GEORGIA

Request for Proposals (RFP)

FOR

## **Solid Waste Transfer Station**

95896

96871

90682

24-001-LH

## MACON-BIBB COUNTY

ISSUE DATE: 7/5/23

DUE DATE: 8/3/23

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, Small Business Affairs at (478) 300-2297 or [cstephens@maconbibb.us](mailto:cstephens@maconbibb.us)

## 1. GENERAL

### A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Professional Services (original **plus 3 copies and a flash 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 **August 3, 2023**, for the Management of a Solid Waste Transfer Station for Macon- Bibb County.

**NO LATE RESPONSES WILL BE CONSIDERED.**

**Deadline to submit questions is Friday, July 21, 2023, by 3:00 P.M. All questions are to be submitted via email only to [lhardwick@maconbibb.us](mailto:lhardwick@maconbibb.us)**

The names of responding firms will be publicly read on **Thursday, August 3, 2023, at 2:00 P.M.** in the Macon-Bibb County Procurement Department Conference Room, located at 700 Poplar Street, Suite 308, Macon, Ga 31201.

### 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](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)

### 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

**24-001-LH**

"Solid Waste Transfer Station"  
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:

- Revenue Proposal Form (**To be submitted in a separate envelope**)
- 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:

- Three (3) 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

#### 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 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”. Nonresponsive submissions will not be reviewed for potential award.

## II. BACKGROUND

Macon-Bibb County is a consolidated City-County government that covers 255.1 square miles located in central Georgia. According to the U.S. Census, Macon-Bibb County had an estimated population of 157,346 in 2020. The County provides both municipal solid and bulk waste coupled with the collection of yard debris and recyclable through a combination of Contractor and County Services. The total estimated waste collection on an annual basis for residential is 1200 tons and for governmental commercial is 137.9 tons. Macon Bibb County services approximately 48,595 residential properties and 50 governmental commercial sites. The County’s

vision is to seek a cost-effective and efficient means for managing solid waste for its citizens.

### III. OBJECTIVE:

Macon-Bibb County is considering awarding a ground lease to an outside contractor for the purpose of building and using the property as a Transfer Station. The Contractor will be required to build, operate, and maintain the facility. The new transfer station will accept household and household like waste products that will aid in reducing the consumption of the collection of garbage. The services required will be in accordance with the scope of services described herein.

### IV. SCOPE OF SERVICES

Macon Bibb County is seeking qualified contractor(s) to provide the following services:

- To manage and maintain a Transfer Station and any improvements to the Transfer Station or other Solid Waste Handling facility
- Build and finance the operation of the Transfer Station
- Lease Macon-Bibb County Land to operate and maintain Waste Transfer Station and equipment
- Provide and train personnel as necessary to perform the work
- Furnish all supplies, materials, and other equipment necessary to perform work.
- Pay expenses of all utilities needed to operate and perform the work.
- Conduct all billings and collection of revenue for the processing of waste at or through the Transfer Station.
- Provide accurate reports and maintenance logs i.e., amount of waste disposed, spreadsheets listing maintenance of work performed, accident/hazard reports, etc.
- Obtain and maintain all required licenses and permits for the required services and operate in compliance with OSHA and Macon-Bibb County regulations and be a current partner in good standing with Macon-Bibb County.

### V. SUBMITTAL FORMAT AND REQUIREMENTS

Along with the included required submittal documents, bidders shall provide the following:

- Letter of Interest
- A Statement of Qualifications on the company's history with similar project
- A Revenue Percentage Proposal Rate i.e., Discount Rate, Franchise Percentage Rate for all grossed revenues from the Transfer Station (**To be submitted in a separate envelope**)
- A timeline for completion.

Proposals shall be submitted by mail or hand delivery by 12:00 noon on July 28, 2023. The address for submittals is:

Macon-Bibb County Procurement Department  
700 Poplar Street  
Suite 308  
Macon, Georgia 31201

**Questions:**

Any questions regarding this RFP shall be submitted to Franklin Lawson, Director of Procurement via email at [lhardwick@maconbibb.us](mailto:lhardwick@maconbibb.us). All questions will be aggregated, and answers shared with all interested bidders.

**VI. SCORING** (total possible number of points = 100)

Experience and Capacity – Maximum 40 points  
Project Timeline – Maximum 40 Points  
Revenue Percentage – Maximum 20 Points

**VII.AWARD BASIS**

Award will be recommended to the respondent with the highest number of points.