

INVITATION FOR BID  
FOR  
Post Closure Landfill Maintenance  
For  
Macon-Bibb County

25-013-LH

98846



MACON BIBB COUNTY, GEORGIA

ISSUED: September 11, 2024

BIDS DUE NO LATER THAN 12:00 NOON ON THURSDAY, **October 10, 2024**

Macon-Bibb County Procurement Department  
(Attn: Laura Hardwick)  
700 Poplar Street Suite 308  
Macon, Georgia 31201

## GENERAL

### A. Invitation

1. Notice is hereby given that Macon-Bibb County will receive sealed bids (Original Bid and Flash Drive) in the Macon Bibb County Procurement Department, 700 Poplar Street – Suite 308, Macon, Georgia 31201, until **12:00 noon on Thursday, October 10, 2024, for Post Closure Landfill Maintenance Services** for the Macon-Bibb County Government.

**NO BIDS WILL BE ACCEPTED AFTER THE ABOVE TIME.**

2. The primary intent of this Invitation to Bid is to identify a single source to provide all of the needed goods and/or services; however, Macon Bibb County reserves the right to make split awards.
3. Questions regarding the bid are due **September 27, 2024, by 3:00 p.m. by email only to [lhardwick@maconbibb.us](mailto:lhardwick@maconbibb.us)**.
4. Bids will be publicly opened and read in the Macon Bibb Procurement Conference Room, Suite 308, located on the 3rd floor of City Hall, 700 Poplar Street, Macon, Georgia, on **October 10, 2024**, starting at 2:00 pm.
5. 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 subcontractors where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Small Business Affairs at (478) 300-2297 or via email [cstephens2@maconbibb.us](mailto:cstephens2@maconbibb.us) ; contact person name is Charise Stephens.

### B. Bid Documents

6. Bid documents will be made available at the Macon-Bibb County Procurement Department, City Hall, 700 Poplar Street. Suite 308, Macon, GA 31201, (478) 803-0554 or [www.maconbibb.us/procurement](http://www.maconbibb.us/procurement) under active solicitations.

### C. Sealed Bids

*SEALED Bids* shall be delivered or mailed to:

**Macon-Bibb County Procurement Department  
Attn: Laura Hardwick  
700 Poplar Street, Suite 308  
Macon, GA 31201**

**Mark the outside of the envelope “Bid # 25-013-LH – “Post Closure Landfill Maintenance Services”**

D. Forms

1. The enclosed Macon-Bibb County bid form shall be used. Use of other bid documents may deem the bid to be non-responsive.
2. “Attachment A” must be completed and included with the bid; failure to include. completed, signed, and notarized forms (as applicable) may deem the bid non-responsive. Any “Attachment A” documents which are not applicable to a vendor shall be marked “Not applicable” and submitted with all other “Attachment A”. For example, an automobile dealership which does not intend to use subcontractors shall mark the “List of Subcontractors” form in the “Attachment A” documents “Not applicable” and submit that document with the other “Attachment A” documents.

E. Validity

1. No bid may be withdrawn for a period of sixty (60) days after time has been called on date of bid opening.
2. All prices shall be Delivered prices, FOB Destination, after deducting all non-applicable taxes, delivered to each requesting department or office. Vehicles shall be ready to use.

F. Local Preference

1. Macon-Bibb County reserves the right to award bids to County businesses and merchants whose bid is within 5% (five percent) of the lowest responsive and responsible bid which conforms to the Invitation to Bid.

G. Reservations

1. Macon-Bibb County reserves full freedom (in addition to the right to reject any and all bids) in awarding bids to consider all available factors including, but not limited to, price, the provision of needed and unneeded features, usefulness to the using department and prior Macon-Bibb County experience. Hence, Macon-Bibb County may award bids to other than the lowest bidder if in the judgment of the Board of Commissioners the interest of the County will be best served by award to another. Any required information not submitted with bids shall deem bid non-responsive.

H. Insurance

Insurance Requirements

All deductibles shall be paid for by the Bidder.

Required Insurance Coverages. The Bidder also agrees to purchase and have the authorized agent state on the insurance certificate that the Bidder has purchased the following types of insurance coverages, consistent with the policies and requirements of O.C.G.A. 50-21-37.

The minimum required coverages and liability limits are as follows:

Workers' Compensation Insurance. The Bidder agrees to provide, at a minimum, Workers' Compensation coverage in accordance with the statutory limits as established by the General Assembly of the State of Georgia. A group insurer must submit a certificate of authority from the Insurance Commissioner approving the group insurance plan. A self-insurer must submit a certificate from the Georgia Board of Workers' compensation stating the contractor qualifies to pay its own workers' compensation claims.

Employers' Liability Insurance. The Bidder shall also maintain Employer's Liability Insurance Coverage with limits of at least:

- |       |   |                  |
|-------|---|------------------|
| (i)   | Bodily Injury by Accident<br>accident       | \$1,000,000 each |
| (ii)  | Bodily Injury by Disease<br>employee; and   | \$1,000,000 each |
| (iii) | Bodily Injury/Disease Aggregate<br>accident | \$1,000,000 each |

Commercial General Liability Insurance. The Bidder shall provide Commercial General Liability Insurance (2001 ISO Occurrence Form or equivalent) that shall include, but need not be limited to, coverage for bodily injury and property damage arising from premises and operations liability, products and completed operations liability, personal injury liability and contractual liability. The CGL policy must include separate aggregate limits per Project and shall provide at a minimum the following limits:

<b>Coverage</b>	<b>Limits</b>
1. Premises and Operations	\$1,000,000 per Occurrence
2. Products and Completed Operations	\$1,000,000 per Occurrence

3. Personal Injury	\$1,000,000 per Occurrence
4. Contractual	\$1,000,000 per Occurrence
5. General Aggregate	\$2,000,000 per Project

Additional Requirements for Commercial General Liability Insurance are as follows:

Commercial business Automobile Liability Insurance. The Bidder shall provide commercial business Automobile Liability Insurance that shall include coverage for bodily injury and property damage arising from the operation of any owned, non-owned, or hired automobile. The commercial business Automobile Liability Insurance Policy shall provide not less than \$1,000,000 combined Single Limits for each accident.

Disposition of Insurance Documents. One original certificate of insurance with all endorsements attached must be deposited with Owner for each insurance policy required.

Failure of Insurers. The Bidder is responsible for any delay resulting from the failure of his insurance carriers to furnish proof of proper coverage in the prescribed form.

Additional Insured: Bidder shall add Owner as an additional insured and list bid name and number under the commercial general and automobile policies.

## **Scope of Services**

Macon Bibb is seeking qualified and experienced contractors interested in providing Post Closures Landfill Maintenance Services on a quarterly basis. Contractor to furnish all labor, materials, and tools and/or equipment necessary to perform the services described in this Scope of Work. All work performed shall be in accordance with applicable laws, regulations, standards, and commercial practices.

### **Minimum Requirements**

The Contractor shall have at least five (5) years of verifiable experience on similar work as specified in this scope of work.

**Background:** The Macon-Bibb County Walker Landfill site is located at 920 11th Street. The landfill site is approximately 170.81 acres of dirt, sand, and gravel.

### **Post Closure Maintenance.**

Contractor to provide general maintenance and leachate control to include but not limited to leachate outbreak repairs.

For general maintenance and leachate control, Macon-Bibb County will supply to the contractor the following equipment:

- (1) D4 Dozer
- (1) 336 Excavator
- (1) Off-Road Truck

All materials furnished by Contractors such as concrete, riprap, grass seed, fuel etc. shall be billed a cost plus 15%.

The Contractor shall provide mowing maintenance services for the entire landfill, including but not limited to, mowing around monitoring wells, weeding sediment pond, scale house and perimeter path.

The contractor shall supply all mowing equipment, fuel, and all incidentals for a complete job.

Contractor's employees must be professionally dressed and wear identification badges when performing maintenance services.

# BID FORM

Contractor agrees to perform the work described in the Scope of Work for the following prices:

## Post Closure Landfill Maintenance Services

	Unit of Measure	Description	Rate Per Hour	Total Cost
1	120 (hours)	Working Landfill Operation Supervisor	\$	\$
2	120 (hours)	Working Landfill Laborer	\$	\$
3	120 (hours)	Working Landfill Operation Heavy Equipment Operator	\$	\$

## Mowing Landfill Quarterly

Line	Unit of Measure	Description	Unit Cost	Total Cost
1	LS	Mow Landfill	\$	\$

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME (TYPED OR PRINTED): \_\_\_\_\_ TITLE: \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

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

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

Email: \_\_\_\_\_

**ACKNOWLEDGMENT OF ADDENDUM**

The undersigned Contractor acknowledged receipt of the following addendum, if issued, to the Invitation for Bid. If none received, write "None Received."

Addendum No.	Dated:
Addendum No.	Dated:
Addendum No.	Dated:
Addendum No.	Dated:
Addendum No.	Dated:

Firm	
Signature	
Print Name	
Title	
Date	