



## Robertson County Tennessee

*Jody Stewart, Finance Director*

**Finance Department**

523 South Brown Street, Springfield, TN 37172

(615) 384-0202

Fax (615) 384-0237

MAIL DATE: **6/5/2014**

### **Refurbish Transfer Station Floor**

Sealed bids must be received by: **6/16/2014 at 10:00 AM**

Robertson County Finance Office

523 South Brown Street

Springfield, TN 37172

**THE OUTSIDE OF THE ENVELOPE MUST BE MARKED WITH THE BIDDER'S COMPANY NAME, ITEM BID, TIME OF BID OPENING, DATE OF BID OPENING, BID NO. 1275 AND MUST BE MARKED "SEALED BID, DO NOT OPEN."**

Bids are opened and read aloud to the public at the Robertson County Finance Office, 523 S. Brown Street, Springfield, TN 37172 immediately after the bid receipt deadline. Each vendor may submit more than one bid provided each bid meets the stated specifications. Each bid must be submitted in a separate sealed envelope with the appropriate notation on the outside. All bids must be signed by an authorized agent and submitted on the prescribed forms. Submission of bids by telegraph, telephone, or other electronic means is strictly prohibited. Please enclose a stamped, self addressed envelope to receive a completed bid tabulation form. Any brand name called for the bid specifications is provided as a reference only. Alternate brand name items offered for bid must be equivalent as to function, basic design, type and quality of material, method of construction, and any required dimensions. Bidder must attach a letter of exception to specifications.

For assistance with technical / product information contact Randall Pugh, Director, Robertson County Sanitation at (615)384-0683. For assistance with bid procedures contact Cheryl Moon, Robertson County Finance Office at (615) 384-0202 or by email: [cherylrcf@comcast.net](mailto:cherylrcf@comcast.net).

**Note: Robertson County reserves the right to reject any or all bids, to waive any technicalities or informalities, and to accept any bid deemed in the best interest of the County. All bids will be considered in accordance with Title VI and without regard to age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit the performance of duty.**

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**Robertson County is accepting sealed bid proposals for**

**Refurbishing Transfer Station Floor**

**1. INSTRUCTION TO PROPOSERS**

**1.1 PROPOSAL SUBMITTAL**

Robertson County will receive proposals until 10 a.m., June 16, 2014 where they will be publicly opened. All proposals must be sealed in envelopes and addressed to Robertson County Finance Department, 523 S. Brown St., Springfield, Tennessee, 37172, and plainly marked, "Proposals for the Resurfacing of Transfer Station Floor". **Proposers must submit two (2) copies of the proposal.**

A copy of the Request for Proposals may be obtained from Robertson Co. Finance or Robertson Co. Solid Waste, Springfield, Tennessee, 37172.

Proposals must be made on the Proposal forms and in accordance with the Instructions to Proposers and the General Specifications furnished by Robertson County in this Request for Proposals. A copy of the Proposal Forms is attached hereto. An aware, if made, will be made to the successful proposer(s) whose proposal is most advantageous to Robertson County.

**Proposals received after the opening time will be returned unopened.**

**1.2 PRE-PROPOSAL MEETING**

A Pre-Proposal Meeting will be held June 12, 2014 at 10 a.m. with Randall Pugh, Director, at the Robertson County Solid Waste Transfer Station, 2916 W. County Farm Rd., Springfield, Tennessee, 37172, to address any questions about the information contained in this Request for Proposals. **Office: (615) 384-0683.**

**Any interested party is encouraged to attend prior to submitting a Proposal.**

**1.3 SITE INSPECTION**

Before submitting the proposal, each proposer is encouraged to inspect the area(s) of the proposed service to arrive at a clear understanding of the conditions under which the work is to be done.

**1.4 PRICES**

The proposer shall submit unit prices as indicated on the Proposal Forms. The tasks listed on the Proposal Forms are for the purposes of comparison and evaluation of proposals.

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**1.5 WITHDRAWAL OF PROPOSALS**

Proposals may be withdrawn on written or telegraphic request received from proposers prior to the time fixed for opening. After proposals have been opened, they can not be withdrawn for a period of 45 days.

**1.6 PRE-AWARD COSTS**

This Request for Proposals does not commit Robertson County to pay any costs incurred or associated with the development, preparation, review, submission, and/or presentation of proposals submitted by the proposer. All costs incurred by the proposer in responding to this request are the responsibility of the proposer.

**1.7 REJECTION OF PROPOSERS**

Robertson County reserves the right to reject any proposals if investigation of the proposer fails to satisfy Robertson County that such a proposer is properly qualified to carry out the obligations and to complete the work contemplated therein. A proposal will be considered irregular and may be rejected if it shows serious omissions, alterations in form, additions not called for, conditions or unauthorized alternates, or irregularities of any kind. Robertson County reserves the right to reject any or all proposals for any reason and to waive any technical errors as may be deemed best for the interests of Robertson County.

**1.8 INSURANCE**

The County shall require that the Contractor obtain and maintain the following minimum amounts of coverage in full force and effect for as long as is necessary to fund the Contractors indemnification and defense obligation:

- 1.8.1** A comprehensive general liability insurance policy, specifically endorsed to include coverage for completed operations, contractual liability, independent Contractors, and Broad Form Property Damage. Said policy of insurance to have a minimum limit \$1,000,000 per occurrence combined single limit for bodily injury (including death) and property damage;
- 1.8.2** Contractor must supply one year warranty to cover material and workmanship.
- 1.8.3** A workers compensation and employers liability insurance policy with a statutory limit of workers compensation as required by law.

**1.9 INFORMATION NOT GUARANTEED**

Information given in the Request for Proposals relating to existing conditions is from the

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best information available. All such information on existing conditions is furnished only for the information and convenience of the proposer, and the proposer should use his/her own judgement and prerogatives in evaluating, checking and verifying the information provided.

**1.10 RIGHT TO INSPECT**

Robertson County reserves the right to employ or assign an authorized representative to inspect the work performed or being performed by the successful proposer(s).

**2. GENERAL SPECIFICATIONS**

**2.1 BACKGROUND**

Robertson County's population, including its cities, according to the 1996 Census figures, is approximately 67,000 people.

Robertson County Transfer Station receives waste from 7 County Operated Convenience Centers, MSW from 2 Cities as well as commercial and industrial waste generated within the county which amounts to approximately 160 tons of waste per day.

The successful Bidder must be able to work with scheduling discussed at pre-bid conference

The County reserves the right change scheduling up to 2(two) week prior to beginning of construction.

**2.2 SCOPE OF SERVICES**

**2.2.1 Intent and Purpose**

The Tennessee Solid Waste Management Act of 1991 requires county governments to provide solid waste collection and disposal services for residents of the county and, to reduce solid waste disposed in Class I landfills by 25% per capita. Robertson County's solid waste plan states that this will be achieved by the year 2004.

It is the intent and purpose of the contract on which proposals are sought to assure Robertson County Transfer Station be finished to provide the efficient healthful, aesthetic operation for hauling and processing of municipal solid waste from the

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designated County drop-off locations, and the achievement of the requirements set forth in the Solid Waste Management Act of 1991.

Robertson County will sign a contract with the successful proposer for the refurbishing of Transfer Station Floor.

**2.2.2 Experience**

At a minimum, each Proposal must include the following information:

1. A description of services to be provided which demonstrates an understanding of the Scope of Services necessary. This description should include the equipment requirements necessary to provide the services proposed.
2. Demonstration that the Proposer has the necessary qualifications, licenses, permits and experience to refurbishing the transfer station floor.
3. A list of a minimum of three comparable past services provided by the Proposer in the State of Tennessee. The list should include the following information:
  - a) Name and location of customers served.
  - b) Name, location and site.
  - c) List of references and a statement of permissions to contact references.additional costs for hauling or processing contaminated material.

**2.3 NO ASSIGNMENT OR SUBLETTING**

Neither the contract nor any of the payments to become due under it shall be assigned in whole or in part by the Contractor, nor shall any part of the work be sublet by the Contractor, without the prior written consent of the Owner, and such consent shall not relieve the Contractor from full responsibility and liability for the work and for the due performance of all terms and conditions of the contract.

**2.4 NONDISCRIMINATION**

The Contractor shall not discriminate against any person because of race, sex, age, creed, color, religion or national origin.

**2.5. INDEMNITY**

The Contractor will indemnify and save harmless the County, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings,

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claims, demands, damages, costs, expenses, and attorneys' fees to the extent resulting from a willful or negligent act or omission of the Contractor, its officers, agents, servants, and employees in the performance of the contract.

In addition to the liability imposed on the Contractor on account of damage to property or personal injury, including death, arising through operations under this contract, the Contractor agrees to indemnify the County against any expense, liability or payment damage for property or personal injury, including death and injuries to the Contractor's employees, caused or in any manner arising from operations hereunder, including the use by the Contractor of equipment furnished by the County.

**2.6. LICENSES AND TAXES**

The Contractor shall obtain all licenses and permits required by Robertson County and the State of Tennessee, and promptly pay all taxes required by the federal, state and/or county authorities. **All proposals must include a copy of a current Business License.**

**2.7. PERFORMANCE BOND**

The successful proposer(s) will be required to furnish a performance bond or other security in the amount of \$60,000 as a guarantee of performance. **All proposals must contain a statement of the proposer's willingness to furnish such security.**

**2.8 CONTRACT TERMS**

All items included in this Request for Proposals must be included with the proposal. Contractor must supply one year warranty to cover material and workmanship. The Proposer must indicate that this request and the Proposer's written material submitted in response will be included as part of the contract. All contracts between the parties shall be governed by and enforced in accordance with laws of the State of Tennessee. **A sample contract by the Proposer for the services proposed must be included with the proposal.**

**2.9 LIQUIDATED DAMAGES**

Work shall be completed in a professional manner in accordance with the terms of the contract.

For the purposes of computing liquidated damages under the provisions of a contract, it is understood that Robertson County may deduct from payments due or to become due to the contractor some amounts as liquidated damages upon proof of damages by the County.

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Failure of the contractor to fulfill certain aspects of the contract shall carry monetary penalties as payments due to the County as follows:

- 2.9.1** Failure to provide completed project within 30 days from the notice to proceed will result in liquated damages in the amount of \$1,000.00 (one thousand) dollars per day.
- 2.9.2** Failure to respond to and resolve complaints within 24 hours - \$100/incident;
- 2.9.3** All work shall be completed within 30 days of the notice to proceed.

**2.10 TERMINATION**

The contract may be terminated with thirty (30) days written notice for: (1) failure to comply with terms and conditions of this contract, (2) unsatisfactory performance of service, (3) lack of adequate funds to cover service costs, or (4) any other issues that fails to meet the intent of this Contract.

**2.11 RATE ADJUSTMENTS**

Prices quoted on the attached Bid Forms must remain constant for the contract period. Any additional fees or taxes must be identified in the Contract and on the attached Bid Form(s).

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**Scope of Work:**

<b>Site preparation</b>	<b>12,300 SF</b>
<b>Concrete shall be reinforced with rebar &amp; fiber</b>	
<b>Concrete shall be 5000 psi (minimum of 4 inches at highest points)</b>	
<b>Expansion joints sufficient to insure concrete stability</b>	
<b>Concrete shall be troweled finished</b>	
<b>Any additives to insure proper curing and sealing</b>	
<b>Labor</b>	
<b>Materials</b>	
<b>Equipment</b>	

**LUMP SUM PRICE \$ \_\_\_\_\_ F.O.B. Complete**  
**Estimated Days from Purchase Order to Completion \_\_\_\_\_**  
**Proposal good for \_\_\_\_\_ months**

**Non-Collusion and Company Affidavit**

The agent of the bidding firm hereby certifies to the best of his/her knowledge and belief that this bid proposal to Robertson County, Tennessee has not been prepared in collusion with any other seller of similar products. The agent also certifies that the prices, terms and conditions of said bid proposal have not been communicated by the undersigned, nor by any employee or agent of the bidding firm, to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said bid. The agent further states that no official or employee of Robertson County Government has promised any personal financial or other beneficial interest, either directly or indirectly in order to influence award of this bid.

The affiant further states with respect to this Proposal:

I (we) hereby certify that if the contract is awarded to our firm that no member or members of the governing body, elected official or officials, employee or employees of said County, or any person representing or purporting to represent the County, or any family member including spouse, parents, or children of said group, has received or has been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee or any other financial benefit on account of the act of awarding and/or executing a contract.

I hereby certify that I have full authority to bind the company and that I have personally reviewed the information contained in the Request for Proposal and this Proposal, and all attachments and appendices, and do hereby attest to the accuracy of all information contained in this Proposal, including all attachments and exhibits.

I acknowledge that any misrepresentation will result in immediate disqualification from any consideration in the proposal process.

I further recognize that Robertson County reserves the right to make its award for any reason considered advantageous to the County. The company selected may be without respect to price or other factors.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Title \_\_\_\_\_

Firm Name \_\_\_\_\_

Type of business organization (For example: corporation, LLC, partnership, proprietorship)

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_



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**SECTION B - Proposal Response Checklist**

1. Scope of Services - address all subsections of 2.2 Scope of Services
2. Statement of Experience
3. Current Business License
4. Performance Bond Statement
5. Sample Contract
6. Company Affidavit
7. Forms