



HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

Purchasing Department

600 S. Commerce Ave.
Sebring, FL 33870
(863) 402-6500 Purchasing Main Line

FORMAL WRITTEN QUOTE (FWQ) REQUEST

FWQ Number: 23-014-LKD

Project: Water Sampling for Solid Waste (one-time)

The Highlands County Board of County Commissioners (HCBCC, County) is seeking quotations for the following products and/or services:

Water Sampling for Solid Waste

1. GENERAL INFORMATION:

- 1.1 Requesting/End-User Department: Solid Waste
- 1.2 Project Manager: Robert Diefendorf
- 1.3 Submittal deadline: 4 P.M. on Monday, March 20, 2023
- 1.4 Submit via: Upload to [Highlandsfl.gov](https://highlandsfl.gov) through VendorRegistry.com Or Email to purchase@highlandsfl.gov
Submission is to be in one all-inclusive file titled "23-014 Quoter's name"
- 1.5 Contact for questions: Lori DeLoach, 863-402-6504 or purchase@highlandsfl.gov
Prior to 4 P.M., March 13, 2023
- 1.6 License/Certification requirement: Florida Department of Health (FDOH) Environmental Laboratory Certification and any other license or certification necessary to meet qualification to certify sample.
- 1.7 Insurance requirements: *Vendors may submit a certificate of insurance (Acord form showing the Highlands County Board of County Commissioners as the certificate holder) with their response to this Request or may submit with that Response a letter from a licensed insurance agent confirming that the vendor can be insured for the amounts required by paragraph 2.11 of this Request upon award. The awarded vendor must supply a certificate of insurance (Acord form showing the Highlands County Board of County Commissioners as the additionally insured) for the work to be performed or goods to be delivered pursuant to the purchase order issued pursuant to this Request before that purchase order will be issued.*

PROHIBITED SUBMISSION TO THIS SOLICITATION/PROPOSAL/QUOTE. Any party who is in active litigation with Highlands County on the due date for responses to this solicitation/proposal/quote or who has received notice from Highlands County that the party is in breach of a contractual obligation under a contract with Highlands County and where such breach has not been resolved to the satisfaction of Highlands County on the due date for responses to this solicitation/proposal/quote, shall not submit a response to this solicitation/proposal/quote. In the event of a submission by such a party as described hereinabove, the submission shall be considered non-responsible and shall be rejected.

2. GENERAL TERMS AND CONDITIONS:

By submitting a response to this Request for FWQ, the vendor agrees to the following requirements, which shall be included in any purchase order issued pursuant to this Request:

- 2.1 The vendor shall hold all licenses and certifications and comply with all laws, ordinances, and regulations applicable to the work required to perform this purchase order. Any of the vendor's personnel who perform services shall be lawfully licensed and certified. Damages, penalties, and fines imposed on County or vendor resulting from vendor's failure to obtain and maintain required licenses and certifications shall be borne by vendor. All fees, permits, certifications, and licenses are the responsibility of the vendor and are included in the quoted price.
- 2.2 All reports, specifications, documents, plans, analyses, and other data and work product developed by vendor under this purchase order shall be delivered to County at any time upon its request and shall become the property of County upon payment of the agreed upon price without restrictions or limitations.
- 2.3 The vendor shall coordinate with the Requesting/User Department prior to commencing any and all work required to perform this purchase order.
- 2.4 Unless otherwise provided in this purchase order, upon satisfactory completion and delivery of all work or goods to the County pursuant to this purchase order, the County shall pay the amount of the purchase order to the vendor in accordance with Board's Prompt Payment Policy and the Local Government Prompt Payment Act, Section 218.70 et. seq., Florida Statutes. Satisfactory completion shall be determined by Project Manager.
- 2.5 If any litigation is commenced between the parties concerning the work to be performed or goods to be delivered pursuant to this purchase order or the parties' respective rights and duties under this purchase order, the prevailing party may recover reasonable attorney's fees and costs of litigation, in addition to other relief granted. Venue for any legal action shall lie in Highlands County, Florida, and any proceedings to enforce or interpret any provision of this purchase order shall be brought exclusively in a court of competent jurisdiction in Highlands County, Florida.
- 2.6 No delay or failure by either party to exercise any right, and no partial or single exercise of any right, shall constitute a waiver of that or any other right.
- 2.7 Rights and obligations shall be construed in accordance with and governed by the laws of the State of Florida.

- 2.8 Failure of the vendor to comply with the requirements of this purchase order shall constitute a breach of contract. A purchase order may be issued to the vendor that submitted the next lowest/available FWQ with the difference in price being paid by the vendor issued this purchase order.
- 2.9 The vendor shall not assign, transfer, convey, sublet or sell any portion of this purchase order or the performance thereof unless written consent is given, in advance, by the Project Manager.
- 2.10 The vendor shall be responsible for disposal of all material requiring disposal and shall show proof of disposal at an authorized landfill prior to submitting an invoice or other request for payment, if applicable.
- 2.11 Until final payment is received by the vendor from the County pursuant to this purchase order, the vendor shall maintain in force and effect the following insurance for the work to be performed or goods to be delivered pursuant to this purchase order:
 - 2.11.1 Commercial General Liability - coverage shall provide minimum limits of liability of \$1,000,000 per occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverage for:
 - * Premises/Operations
 - * Products/Completed Operations
 - * Broad Form Contractual Liability
 - * Independent Contractors
 - 2.11.2 Business Auto Liability, if applicable - coverage shall provide minimum limits of liability of \$500,000 combined single limit per occurrence for bodily injury and property damage, including coverage for liability arising out of any auto, including owned, hired, and non-owned autos.
 - 2.11.3 Workers' Compensation – coverage must meet statutory limits in compliance with the Workers' Compensation Law of Florida. This policy must include Employer Liability with a limit \$1,000,000 for each accident.

- 2.12 The vendor shall deliver a completed W-9 form to the County, within ten (10) days after the purchase order is issued, unless it already done so.
- 2.13 The vendor shall be prepared to start providing services within the time stated in this purchase order. Failure to complete the work or deliver goods as scheduled may result in written notice to the vendor terminating its right to proceed. Should the vendor be unable to complete the services or deliver the goods within the scheduled time, the County may use the services or goods provided by another vendor. The difference in the contracted price for the services or delivery of the goods and that paid the new vendor for the services or goods shall be charged to and paid by vendor to whom this purchase order was issued by set-off against any amount owed by the County to that vendor or, if none, shall be paid by that vendor to the County within twenty (20) days after being invoiced by the County.
- 2.14 The County is a political subdivision of the State of Florida and is not subject to federal excise tax or state sales or use tax. The vendor shall not add taxes of any kind to the cost of services or goods or invoice to or collect from the County any federal excise tax or state sales or use tax.
- 2.15 If by providing services to the County pursuant to this purchase order the vendor is a contractor, as defined by Section 119.0701, Florida Statutes, the vendor shall:
 - 2.15.1 Keep and maintain public records required by the County to perform the services.
 - 2.15.2 Upon request of the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at the cost that does not exceed the cost Provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 - 2.15.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this contract and following completion of this contract if vendor does not transfer the records to the County.
 - 2.15.4 Upon completion of performance of services required by this purchase order, transfer to the County, at no cost, all public records in possession of vendor or keep and maintain public records required by the County to perform the services. If the vendor transfers all public records to the County upon completion of the performance of services required by this purchase order, the vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the vendor keeps and maintains public records upon completion of performance of services required by this purchase order, the vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**Gloria Rybinski
County Public Information Officer
Telephone Number: 863-402-6836
E-mail Address: grybinski@highlandsfl.gov
Mailing Address: 600 South Commerce Avenue
Sebring, FL 33870**

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3. SPECIAL CONDITIONS:

3.1 TERM: The period of the service shall begin upon receipt of Purchase Order and complete project prior to March 31, 2023.

3.2 INVOICING / COMPENSATION: Contractor will hold pricing for up to 120 days from date of award while project is approved. Contractor shall submit detailed invoices identifying the Purchase Order number, location, and work completed. The invoice must be submitted to the department identified on the Purchase Order. If there are any apparent defects in the work or material, County will promptly notify Contractor. Without limiting any other rights to which it may be entitled, County may require Contractor, at Contractor's expense, to correct any nonconforming workmanship.

3.3 QUALIFICATIONS below are to be provided with the submission package:

3.1.1 To demonstrate Bidder's qualifications to perform Work, Bidder is to meet the requirements and qualifications listed below. Any Bidder that fails to provide the required information or that does not meet one or more of the requirements may be disqualified.

3.1.2 Bidder must be Registered to do business with the Division of Corporations. A printout from www.Sunbiz.org which provides the Bidder's FEI/EIN, Authorized Persons, and Active Status.

3.1.3 Vendor's must be fully licensed, as applicable, in Florida and comply with Highlands County Ordinances, codes, rules and regulations, Florida law, and the requirements of any and all other governmental agencies which have jurisdiction over the work being performed.

3.1.4 Each Bidder is to submit documentation of its Florida Department of Health (FDOH) Environmental Laboratory Certification that includes a list of certified analyses. If any analyses are to be subcontracted out to another lab, the Bidder must also provide FDOH Environmental Laboratory Certifications for the subcontracted lab including a list of certified analyses for the subcontracted lab.

3.1.5 The bidder must have been in business under the same name performing the same or similar work as provided herein for at least three (3) years. The Sunbiz.org print out will be utilized to verify years in business.

3.1.6 The Bidder must have at least one (1) successful ADaPT compatible EDD submittal and provide proof of such.

3.1.7 The Bidder is to provide proof of having a Web-based data management tool that allows online access and report management services enabling the County to query test data, manage multiple reports and securely share data remotely over the Internet. Provide a Web address or printout sample of the site.

3.4 LICENSE:

It is the responsibility of the Awarded Contractor to maintain all licensures required

to fulfill the obligations of this FWQ. The County reserves the right to terminate or suspend this award of this bid.

3.5 AWARD: Shall be based on the lowest responsive and responsible quote.

4. SCOPE OF WORK

The County has issued an Invitation to Bid (ITB) 23-002-LLK for annual water sampling and reporting needs. Quoters are encouraged to also submit a bid for the above referenced solicitation. However, there are sampling and reporting needs that must be completed prior to March 31, 2023. This FWQ is to meet these immediate needs.

1.1. INTRODUCTION

The COUNTY is soliciting quotes from water quality testing laboratories that are located in such places as to be able to meet the requirements of a maximum of three (3) hours between the sample being taken and the sample being in the laboratory. The intent of the Bidder is to provide one time water sampling and analysis from monitoring sites located at the Highlands County Solid Waste Management Center (Arbuckle Site) and the DeSoto City Landfill as required by monitoring plans for each facility and approved by the State of Florida Department of Environmental Protection (FDEP). The successful Bidder shall accomplish sampling with one trip to the locations named, as required. Monthly, quarterly, semi-annual, and annual testing of groundwater, surface water, and landfill leachate is required for Solid Waste Management in accordance with FDEP permit requirements for three (3) separate waste disposal facilities.

1.2. MONITORING WELLS

Each monitoring well is plainly marked in the field with a sign giving its number and the mean sea level elevation of the top of the casing. Each well shall be purged, and the sample taken using the appropriate sampling pumps and equipment based on the requirements of FDEP SOP's. The CONTRACTOR must supply its own equipment for collecting samples. Only 4-wheel drive vehicles will be allowed access to all sampling locations. Two-wheel drive field vehicles will not be allowed into the sampling sites.

1.3. TESTING AND REPORTING

- 1.3.1. The field-testing, sample collection and preservation, and laboratory testing, including quality control procedures, shall be in accordance with Chapter 62-160 FAC. Approved methods, as published by the Department or as published in Standard Methods, ASTM, or EPA Methods, shall be used in accordance with Chapter 62-701.510(2)(b), FAC.
- 1.3.2. The organization collecting samples must use the Field and Laboratory Standard Operating Procedures (DEP-SOP-001/01) referenced in Chapter 62-160, FAC.
- 1.3.3. The laboratory designated to conduct the chemical analyses must be certified by the Florida Department of Health Environmental Laboratory Certification Program (DOH ELCP) for the test methods and analytes that are being reported in accordance with Chapters 62-160.210(1), 62-160.300(1), and 62-701.510(2)(b), FAC, and FDEP SOP FS-1008. The laboratory conducting the analyses must use analytical methods capable of achieving detection limits at or below the Groundwater Cleanup Target Levels (GCTLs) or the Freshwater Surface Water Cleanup Target Levels (SWCTLs) in Table I, Chapter 62-777, FAC (except for those parameters listed in Table C of the "FDEP Guidance for the Selection of Analytical Methods and for the Evaluation of Practical Quantitation Limits dated 10/12/2004").

- 1.3.4. All laboratory and field reports shall be submitted to the COUNTY Solid Waste Department and/or their contracted consultant no later than twenty-five (25) calendar days after the sampling. All analytical reports shall show the day and time the sample was taken, the day and time the sample was received at the laboratory, and the day and time of analysis for each parameter and/or parameter group. The analytical results shall be submitted to the COUNTY in accordance with the FDEP's electronic reporting requirements using the ADaPT software (Chapter 62-701.510(8)(a), FAC). All analyses shall be submitted in duplicate to the Solid Waste Accounting Manager at 12770 Arbuckle Creek Road, Sebring, Florida 33870.
- 1.3.5. Water-quality sampling results, ADaPT EDDs, and ADaPT regulatory comparison reports must be provided to the COUNTY and the COUNTY's contracted consultant no later than twenty-five (25) days following the sampling date so that a summary of exceedances and compliance monitoring reports can be prepared. In addition, the CONTRACTOR will deliver to the COUNTY and the COUNTY's contracted consultant the data for the samples and tests performed in a comma delimited text or Microsoft Excel spreadsheet format.
- 1.3.6. Within three (3) days after each sample is taken, the CONTRACTOR will deliver to the COUNTY and the COUNTY's contracted consultant all water-level data collected for each sample so that ground water contour maps, water levels, water elevation tables, and ground water monitoring report certifications can be prepared for the reports to FDEP.
- 1.3.7. Within twenty-five (25) days after each sample is taken, the CONTRACTOR will deliver to the COUNTY all chain of custody forms and all field sampling information on FDEP Form FD 9000-24 (DEP-SOP-001/01) for all sampling and testing performed by the CONTRACTOR for the COUNTY for inclusion in the reports to FDEP.
- 1.3.8. Within twenty-five (25) days after completion of each sampling event, the CONTRACTOR will create ADaPT-compatible Solid Waste Field Electronic Data Deliverables (SWFDD) and Laboratory Electronic Data Deliverables (SWLDD) related to the sampling and testing performed by the CONTRACTOR for the COUNTY. The CONTRACTOR will process the Electronic Data Deliverables (EDDs) through the FDEP ADaPT program and correct all critical errors and enter comments concerning non-critical errors prior to providing the COUNTY or designated Consultant copies of the SWFDD, the SWLDD, and associated ADaPT error logs and comparison reports in .txt and .pdf formats.
- 1.3.9. No work will be started on any sampling cycle until the selected BIDDER receives a purchase order stating exactly what analysis are to be conducted.
- 1.3.10. Due to FDEP permit changes and/or changes in the Florida Administrative Code, the sampling frequency and parameter lists at any of the facilities may change requiring that the scope of work for this project to be changed prior to the project's expiration date. If the COUNTY and the CONTRACTOR awarded the bid cannot agree on the cost and procedure changes then this proposal will be voided and will be re-advertised under the revised requirements.
- 1.3.11. Field sampling results and analytical results will be compared to historical data by the COUNTY or their CONSULTANT. The CONTRACTOR will re-analyze in-house samples with anomalous results at no additional cost to the COUNTY.
- 1.3.12. QC samples (equipment blanks, trip blanks, etc.) must be collected in accordance with FDEP protocols. The cost for sampling and analysis of QC samples should be included in the Proposal.

1.3.13. If data is compromised due to sampling error or lab error, the CONTRACTOR will be responsible for re-sampling and re-analysis at the CONTRACTOR's expense.

2. LABORATORY

The successful CONTRACTOR shall utilize a laboratory certified by the Florida Department of Health Environmental Laboratory Certification Program (DOH ELCP) for the test methods and analytes that are being reported in accordance with Chapters 62-160.210(1), 62-160.300(1), and 62-701.510(2)(b), FAC, and FDEP SOP FS-1008. The laboratory conducting the analyses must use analytical methods capable of achieving detection limits at or below the Groundwater Cleanup Target Levels (GCTLs) or the Freshwater Surface Water Cleanup Target Levels (SWCTLs) in Table I, Chapter 62-777, FAC (except for those parameters listed in Table C of the "FDEP Guidance for the Selection of Analytical Methods and for the Evaluation of Practical Quantitation Limits dated 10/12/2004"). Documentation of laboratory certification is to be provided with bid submission.

3. GROUNDWATER LOGS

Within three (3) days after each sample is taken, the CONTRACTOR will deliver to the COUNTY and the COUNTY's contracted consultant all water-level data collected for each sample so that ground water contour maps, water levels, water elevation tables, and ground water monitoring report certifications can be prepared for the reports to FDEP.

Within twenty-five (25) days after each sample is taken, the CONTRACTOR will deliver to the COUNTY all chain of custody forms and all field sampling information on FDEP Form FD 9000-24 (DEP-SOP-001/01) for all sampling and testing performed by the CONTRACTOR for the COUNTY for inclusion in the reports to FDEP

4. SITE 1: HIGHLANDS COUNTY SOLID WASTE MANAGEMENT CENTER CLASS I LANDFILL

Monitoring well MW-1 is established as the background well. Monitoring wells MW-7A, MW-30, MW-31, MW-32, and MW-33 are established as detection wells to monitor leachate releases from the disposal unit. Monitoring wells MW-4, MW-21, and MW-22 are established for the purpose of monitoring the sprayfield. A surface water sample is collected from the Wetlands Mitigation Area.

Analysis 1 - Monitoring Wells (Semi-Annual)

Ground water monitoring wells MW-7A, MW-30, MW-31, MW-32, and MW-33 shall be sampled semi-annually and analyzed for the following parameters in March every year for those parameters listed in 62-701.510(7)(a) FAC.

FIELD PARAMETERS

- | | |
|--|------------------------------------|
| pH | Dissolved Oxygen |
| Turbidity | Colors and Sheens (by observation) |
| Temperature | Specific Conductivity |
| Static Water Level in Wells Prior to Purging | |

LABORATORY PARAMETERS

Total Ammonia – N	Chloride
Mercury	Iron
Nitrate-Nitrogen	Sodium

Total Dissolved Solids (TDS)

Those parameters listed in 40 CFR, Part 258, Appendix I

Analysis 2 - Monitoring Wells (Semi-Annual)

Ground water monitoring wells MW-1, MW-4, MW-21, and MW-22 shall be sampled semi-annually and analyzed for the following parameters in March every year..

FIELD PARAMETERS

pH	Dissolved Oxygen
Turbidity	Colors and Sheens (by observation)
Temperature	Specific Conductivity

Static Water Level in Wells Prior to Purging

LABORATORY PARAMETERS

Total Ammonia - N	Chloride
Mercury	Iron
Nitrate-Nitrogen	Sodium

Total Dissolved Solids (TDS) Gross Alpha

Those parameters listed in 40 CFR, Part 258, Appendix I

~~Analysis 3 – Monitoring Wells (Semi-Annual) (SAMPLE NOT NEEDED IN MARCH)~~

~~Ground water monitoring wells MW-1, MW-4, MW-21, and MW-22 shall be sampled semi-annually and analyzed for the following parameters in December and June of every year.~~

~~FIELD PARAMETERS~~

pH	Dissolved Oxygen
Turbidity	Colors and Sheens (by observation)
Temperature	Specific Conductivity

~~Static Water Level in Wells Prior to Purging~~

~~LABORATORY PARAMETERS~~

Total Ammonia - N	Nitrate-Nitrogen
Chlorides	Sodium
Iron	Mercury
Total Dissolved Solids (TDS)	Gross Alpha

Analysis 4 - Wetlands Mitigation Project (Semi-Annually)

Surface water in the Wetlands Mitigation Area shall be sampled semi-annually in March of every year and analyzed for those parameters listed in FAC Rule 62- 701.510(7)(b).

FIELD PARAMETERS

pH	Dissolved Oxygen
Turbidity	Colors and Sheens (by observation)
Temperature	Specific Conductivity

LABORATORY PARAMETERS

Unionized Ammonia	Total Hardness (as mg/L CaCO ₃)
Iron	Biochemical Oxygen Demand (BOD ₅)
Mercury	Nitrate-Nitrogen
Total Dissolved Solids (TDS)	Total Organic Carbon (TOC)
Fecal Coliform	Total Phosphorus (as mg/L P)
Chlorophyll A	Total Nitrogen
Chemical Oxygen Demand (COD)	Total Suspended Solids (TSS)

Those parameters listed in 40 CFR, Part 258, Appendix I

Analysis 5 - Leachate Treatment System (Monthly Sampling and Quarterly Reporting)

Monthly sampling and quarterly reporting are required by Appendix 3 Condition IV.1 of the permit for the 1A, 1B and Cell 3 Influent and Triplex Effluent leachate treatment sites. Samples are to be analyzed for the following permit-specific parameters:

FIELD PARAMETERS

pH	Specific Conductivity
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LABORATORY PARAMETERS

Chloride	Total Dissolved Solids
Sodium	Iron
Total Ammonia -N	Nitrate-Nitrogen
Mercury	

Sampling must occur each month such that the quarterly reports can be submitted to FDEP by January 31 (Oct-Dec data), April 30 (Jan-Mar data), July 31 (Apr-Jun data), and Oct 31 (Jul-Sept data) of each year in order for the Solid Waste Department to comply with DEP Permit Conditions.

Analysis 6 – Well and Water System Bacteriological Sampling (Annual in March)

The Arbuckle Creek Landfill water system must be sampled at the raw well, break room sink and office sink in March every year for the following parameters:

LABORATORY PARAMETERS

Total Coliform
E. Coli

**5. SITE 2: HIGHLANDS COUNTY SOLID WASTE MANAGEMENT CENTER
CONSTRUCTION AND DEMOLITION WASTE LANDFILL**

Monitoring well MW-1 is established as the background well. Monitoring wells MW-26 and MW-27 are designated as downgradient detection wells to monitor the zone of discharge.

Analysis 7 - Monitoring Wells (Semi-Annual)

Ground water monitoring wells MW-1, MW-26, and MW-27 shall be routinely sampled semi-annually in March and September of every year and analyzed for the following parameters:

FIELD PARAMETERS

pH	Turbidity
Temperature	Colors and Sheens (by observation)
Specific conductivity	Dissolved Oxygen Static Water
Level in Wells Prior to Purging	

LABORATORY PARAMETERS

Aluminum	Cadmium
Chloride	Chromium
Nitrate-Nitrogen	Lead
Sulfate	Mercury
Total Dissolved Solids (TDS)	Total Ammonia -N
Iron	Xylenes
Sodium	Arsenic

Those parameters listed in EPA Methods 601 and 602

6. SITE 3: DESOTO CITY CLASS I LANDFILL (CLOSED)

Monitoring wells MW-10S and MW-12S are established as the background wells. Monitoring wells MW-6SR, MW-9S, MW-11S, MW-13S, MW-14S, and MW-15S are designated as compliance wells.

Analysis 8 - Monitoring Wells (Semi-Annual)

All ground water monitoring wells shall be sampled semi-annually in March and September of every year and analyzed for the parameters listed in 62-701.510(7)(a) FAC as required by Permit Specific Conditions 3(a) and 3(b):

FIELD PARAMETERS

pH	Dissolved Oxygen
Turbidity	Colors and Sheens (by observation)
Temperature	Specific Conductivity
Static Water Level in Wells before purging	

LABORATORY PARAMETERS

Total Ammonia - N	Chloride
Mercury	Iron
Nitrate-Nitrogen	Sodium

Total Dissolved Solids (TDS))

Those parameters listed in 40 CFR, Part 258, Appendix I

7. MONITORING WELL ELEVATIONS

MONITORING WELL ELEVATIONSHIGHLANDS COUNTY SOLID WASTE MANAGEMENT CENTER CLASS I LANDFILL

<u>WELL #</u>	<u>ELEVATION (PVC)</u>	<u>WELL #</u>	<u>ELEVATION (PVC)</u>
<u>MW-1</u>	<u>70.77'</u>	<u>MW-30</u>	<u>69.78'</u>
<u>MW-4</u>	<u>69.61'</u>	<u>MW-31</u>	<u>69.22'</u>
<u>MW-21</u>	<u>70.31'</u>	<u>MW-32</u>	<u>69.46'</u>
<u>MW-22</u>	<u>69.89'</u>	<u>MW-33</u>	<u>67.32'</u>
<u>MW-7A</u>	<u>80.64'</u>		

CONSTRUCTION AND DEMOLITION WASTE LANDFILL

<u>WELL #</u>	<u>ELEVATION (PVC)</u>	<u>WELL #</u>	<u>ELEVATION (PVC)</u>
<u>MW-26</u>	<u>65.92'</u>	<u>MW-27</u>	<u>64.98'</u>
<u>MW-37 Not constructed yet</u>			

DESOTO CITY CLASS I LANDFILL (CLOSED)

<u>WELL #</u>	<u>ELEVATION (PVC)</u>	<u>WELL #</u>	<u>ELEVATION (PVC)</u>
<u>MW-6SR</u>	<u>140.44</u>	<u>MW-12S</u>	<u>106.87</u>
<u>MW-9S</u>	<u>147.16</u>	<u>MW-13SR</u>	<u>120.86</u>
<u>MW-10S</u>	<u>146.13</u>	<u>MW-14S</u>	<u>133.58</u>
<u>MW-11S</u>	<u>149.86</u>	<u>MW-15S</u>	<u>138.34</u>

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8. FORMS

8.1. Formal Written Quote Form

8.2. Local Preference Affidavit

The Local Preference Policy can be viewed on the County's website:

https://www.highlandsfl.gov/departments/business_services/purchasing/local_preference_policy.php

8.3. Women/Minority Business Enterprise Certification (If applicable)

8.4. Certificate of Insurance

8.5. W-9

8.6. Licenses/certifications (if applicable)

WWW.Sunbiz.org print-out for Bidder/Proposer FEI/EIN Number
Provide Florida Department of Health (FDOH) Laboratory Certification Documentation that includes a list of certified analyses for the lab. Also include Laboratory Certification Documentation with list of certified analyses for any subcontracted labs
Describe laboratory's ability to comply with the FDEP's electronic submittal of results in ADaPT compatible EDD's.
Provide proof of at least one (1) successful ADaPT compatible EDD submittal
Provide proof of having a Web-based management tool that allows online access and report management services enabling the County to query test data, manage multiple reports, and securely share remotely over the Internet. Provide a Web address or printout sample of the site.

3.7. Submission is to **be uploaded Highlandsfl.gov through VendorRegistry.com**

Or Email to purchase@highlandsfl.gov

Submission is to be in one all-inclusive file titled "**23-014 Quoter's name**"

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FORMAL WRITTEN QUOTE

QUOTE SUBMITTED TO:

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS PURCHASING DIVISION

SOLICITATION IDENTIFICATION: FWQ 23-014 LKD

SOLICITATION NAME: **Water Sampling for Solid Waste (one-time)**

SUBMITTED BY:

Bidder's Name

Bidder's Authorized Representative's Name and Title

Bidder's Address 1

Bidder's Address 2

Contact's Name and Title (Print)

Contact's E-mail Address

Contact's Phone Number

Dun's Number

Employer Identification Number/Federal Employer Identification (as shown on Sunbiz.org)

BIDDER IS: (CHECK ONE)

Individual

Partnership

Corporation

Limited Liability Company

Joint Venture*

*Each joint venturer must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above for an individual or the appropriate form of entity.)

In submitting this response, BIDDER represents that:

- BIDDER has examined and carefully studied the FWQ Documents and the following Addenda (receipt of all which is hereby acknowledged). Bidder should insert date of the Addendum and Addendum Number in boxes below:

Addenda Number	Date Issued	Addenda Number	Date Issued	Addenda Number	Date Issued	Addenda Number	Date Issued

- It is the sole responsibility of the bidder/proposer to check the Purchasing website for any addenda issued for this solicitation.

CERTIFICATION/ACKNOWLEDGEMENTS:

Having carefully examined the general and purchase order "Terms and Conditions", all solicitation documents and, if necessary, reviewed site conditions that may affect cost, progress, performance and finishing of the work which meet these specifications.

The pricing provided shall be all inclusive of travel, labor and materials and incidentals necessary to provide the services described herein. (No additional trip, service, or mileage charges)

This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over the County. The signature below, by an authorized representative, affirms they have read and understand the solicitation requirements.

Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.

PRICING:

The undersigned does hereby declare that the undersigned has examined the project site and the complete specifications of this FWQ entitled "Water Sampling for Solid Waste" and agrees to supply all equipment, labor and insurances to complete the work required in accordance with the complete specifications.

ITEM NO.	ITEM DESCRIPTION	Analyses/Yr Grab Sample/Yr	UNIT	UNIT COST	EXTENDED PRICE (Unit * Qty)
GENERAL					
1	ANALYSIS #1	1	EA	\$	\$
2	ANALYSIS #2	1	EA	\$	\$
3	ANALYSIS #3 SAMPLE NOT NEEDED IN MARCH	2	EA	\$	
4	ANALYSIS #4	1	EA	\$	\$
5	ANALYSYS #5	2	EA	\$	\$
6	ANALYSIS #6	3	EA	\$	\$
7	ANALYSIS #7	1	EA	\$	\$
8	ANALYSIS #8	1	EA	\$	\$
BASE QUOTE AMOUNT TOTAL (Items 1 - 2 & 4 - 8, written numerically:					\$
BASE QUOTE AMOUNT written in words:					

By responding the Bidder agrees to accept any additional test locations for monitoring which may be necessary to comply with FDEP regulations on the same cost basis as similar test locations being bid.

SUBMITTED ON: _____ 20 _____

COMPANY: _____

SIGNATURE: _____ (Seal)
Bidder's Authorized Representative

PRINTED NAME: _____

TITLE: _____

ADDRESS: _____

CITY/STATE/ZIP _____

PHONE NUMBER: _____

EMAIL: _____

Remainder of page intentionally left blank---

LOCAL PREFERENCE AFFIDAVIT OF ELIGIBILITY

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

by _____
[Print individual's name and title]

for _____
[Print name of Company/Individual submitting sworn statement]

Whose business address is _____

(If applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn statement): _____.

2. LOCAL PREFERENCE ELIGIBILITY

A. Vendor/Individual has had a fixed office or distribution point located in and having a street address within Highlands County for at least twelve (12) months immediately prior to the issuance of the request for quotation, competitive bids or request for proposals by the County.

YES _____ NO _____

B. Vendor/Individual holds business license required by the County, and/or if applicable, the Municipalities:

YES _____ NO _____

C. Vendor/Individual employs at least one full-time employee, or two part-time employees whose primary residence is in Highlands County, or, if the business has no employees, the business shall be at least fifty (50) percent owned by one or more persons whose primary residence is in Highlands County.

YES _____ NO _____

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM SHALL BE CONSIDERED PUBLIC RECORD.

[Signature and Date]

STATE OF _____, COUNTY OF _____

Subscribed and sworn before me, the undersigned notary public on this ____ day of _____, 20__.

NOTARY PUBLIC

SEAL

Commission Expiration Date

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional) Board of County Commissioners 500 S Commerce Ave Sebring, FL 33870
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
[] [] [] []	[] [] [] []
OR	
Employer identification number	
[] [] [] [] [] [] [] []	[] [] [] [] [] [] [] []

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► _____	Date ► _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

MAPS AND AERIALS

- A. Highlands County Solid Waste Management Center (HCSWMC)

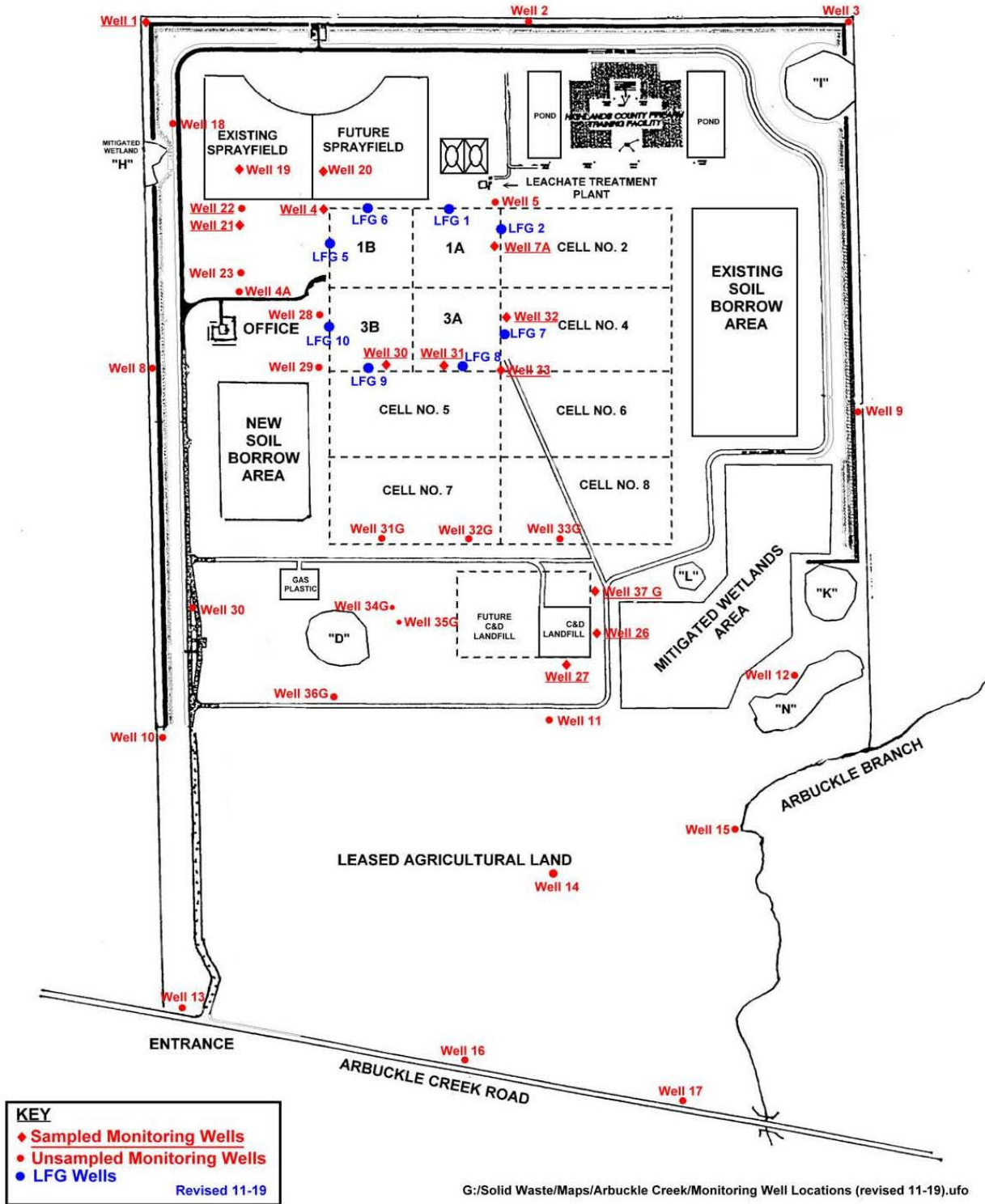
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AERIAL OF HCSWMC

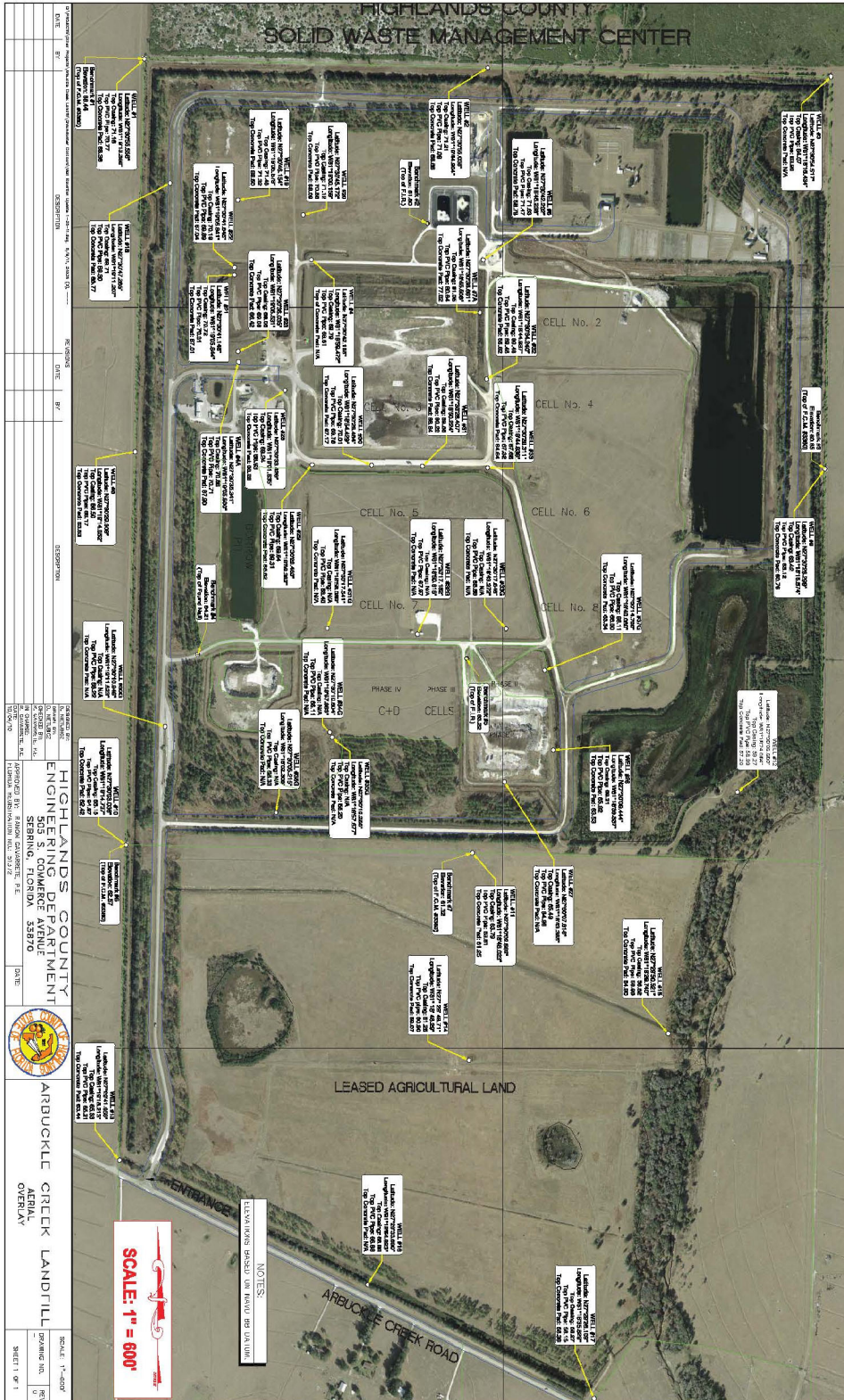


MAP OF HCSWMC MONITORING WELLS

Location of Groundwater Monitoring Wells at the Highlands County Solid Waste Management Center



• **AERIAL MAP OF HCSWMC MONITORING WELLS**



AERIAL MAP OF HCSWMC MONITORING WELLS

PROJECT: HIGHLANDS COUNTY SOLID WASTE MANAGEMENT CENTER		SCALE: 1"=600'	
CLIENT: HIGHLANDS COUNTY		DRAWING NO.: 050	
DESIGNER: HIGHLANDS COUNTY		SHEET 1 OF 1	
DATE: 02/19/2023			
APPROVED BY: SAUNDRA GARDNER, P.E.			
ISSUED BY: SAUNDRA GARDNER, P.E.			
PROJECT NO.: HCSWMC-2023-01			
DRAWING NO.: 050			
DATE: 02/19/2023			
SCALE: 1"=600'			
SHEET 1 OF 1			

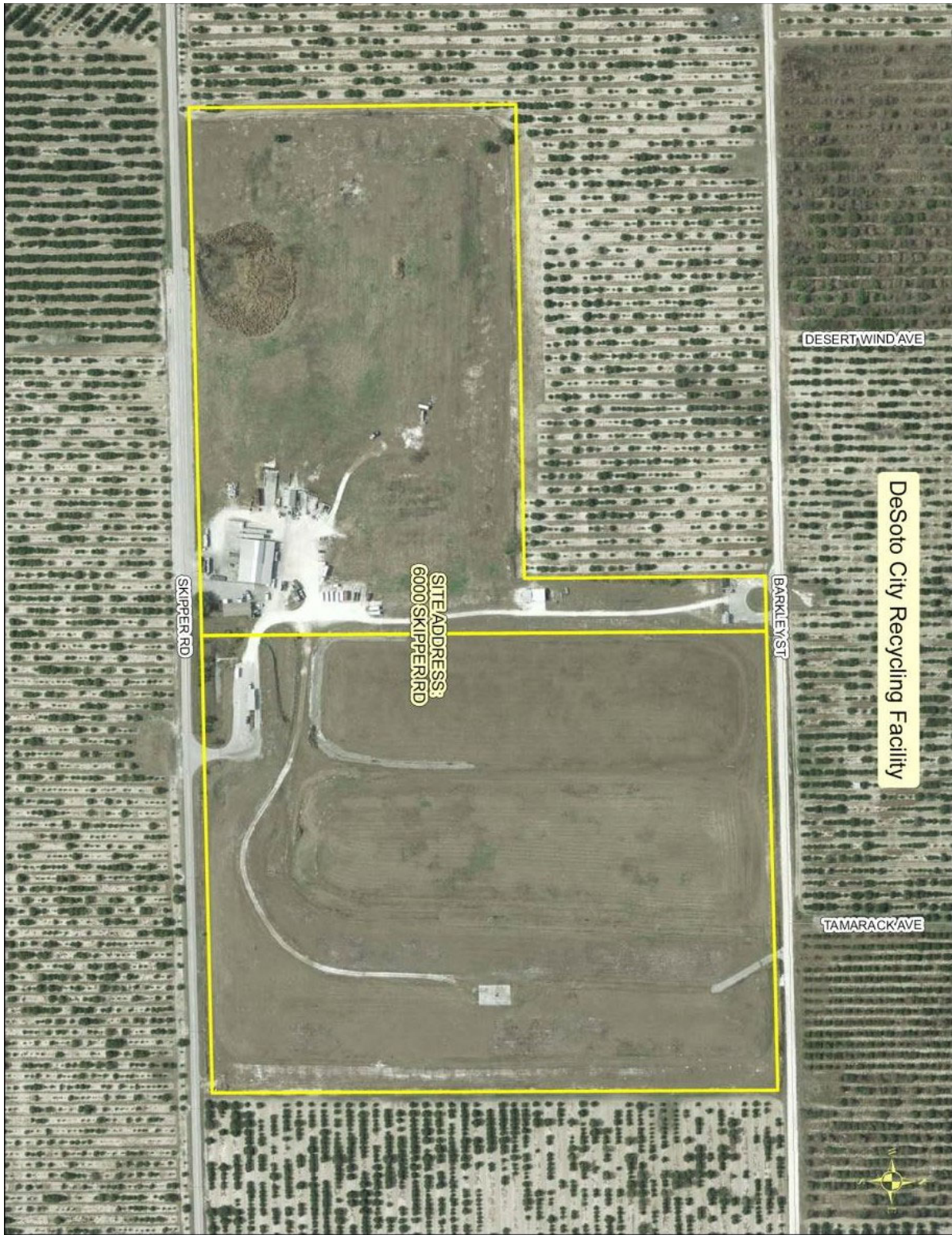
SCALE: 1" = 600'

NOTES:
 1. ALL MONITORING WELLS TO BE INSTALLED BY THE CONTRACTOR.

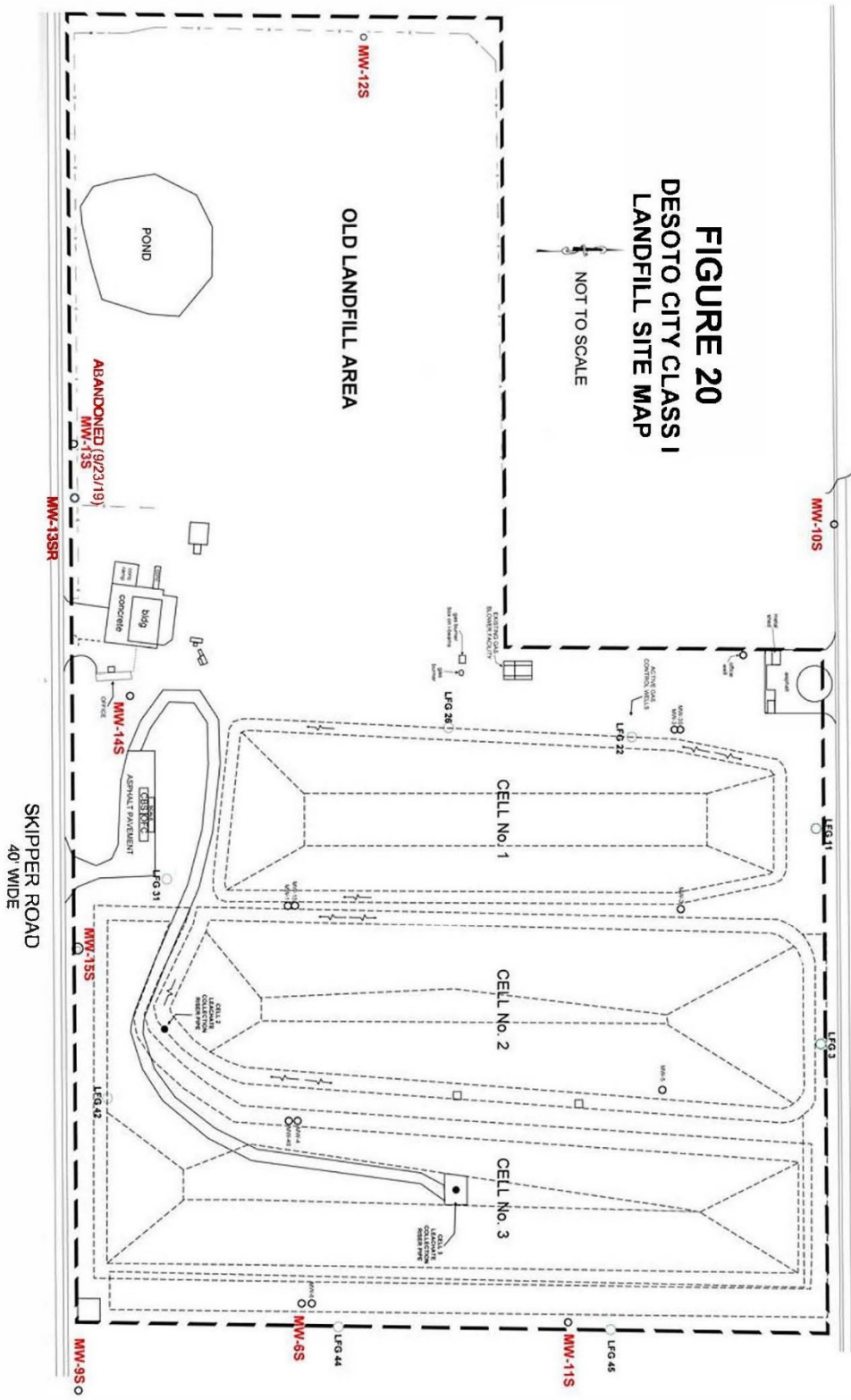
B. Desoto City Landfill (DCL)

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AERIAL OF DCL



MAP OF DCL MONITORING WELLS



AERIAL MAP OF DCL MONITORING WELLS

C:\PROJETS\Other Projects\Desoto Landfill\Groundwater Contours\Monitoring Well Update - Revised 10-20-21.dwg, 11X17, Dorey, Bruce

