



FLORENCE COUNTY
SOUTH CAROLINA

REQUEST-FOR-PROPOSALS NO. 31-16/17

WASTE TIRE DISPOSAL/RECYCLING SERVICES

SUBMISSION DEADLINE: THURSDAY, JUNE 8, 2017 AT 3:00
P.M. (ET)

**REQUEST FOR PROPOSALS (RFP) 31-16/17
WASTE TIRE DISPOSAL/RECYCLING SERVICES**

Florence County is accepting proposals from qualified vendors to provide waste tire disposal/recycling services for twelve (12) manned convenient center sites and one old landfill site throughout Florence County.

PROPOSAL SUBMITTALS must be received no later than 3:00 p.m. EST on Thursday, June 8, 2017 to the address below in a sealed envelope. Submittals shall contain one (1) original and three (3) copies of the information requested. Submittals received after the deadline will not be opened. Facsimile or e-mail submittals will not be accepted. All submittals should be sent to:

MAILED TO:

Florence County Procurement
Attn: Patrick D. Fletcher
180 N. Irby Street, MSC-R
Florence, South Carolina 29501

HAND-CARRIED TO:

Florence County Procurement
Attn: Patrick D. Fletcher
180 N. Irby Street, Room B-5
Florence, South Carolina 29501

Offerors mailing a proposal should allow sufficient mailing time to ensure timely receipt. The County is not responsible for proposals delayed by mail and/or delivery services of any nature. Proposals received after the set time for closing will be returned unopened.

Proposals must be made in the official name of the Company or the individual under which business is conducted (showing the official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals must be valid for a minimum of ninety (90) days.

Proposals may be withdrawn by offeror prior to, but not after, the time set for the opening.

Upon receipt by the County, the proposal shall become the property of the County, without compensation to the offeror, for disposition or usage by the County at its discretion. The County shall have the sole discretion in evaluating the proposal of the offerors. The County reserves the right to reject any and all proposals and is not bound to accept any proposals, if the proposal acceptance is contrary to the best interest of the County. The particulars of any proposal will remain confidential until a contract is signed with the successful offeror(s).

Florence County reserves the right to engage in discussions with any or all responsible responders who submit proposals for the purpose of clarification to assure full understanding of and responsiveness to this request.

This request for proposals does not commit Florence County to award a contract, to pay any cost incurred in the preparation of proposals or to procure or contract for the articles of goods or services. Florence County reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any or all qualified offerors, or to cancel in part or in its entirety this solicitation, if it is in the best interest of the County to do so.

Any written questions concerning this RFP should be e-mailed to pfletcher@florenceco.org or faxed to 843-664-9668.

DEADLINE FOR WRITTEN QUESTIONS IS 5:00 P.M. FRIDAY, JUNE 2, 2017.

VENDOR QUALIFICATIONS

The successful contractor must have a DHEC Waste Tire Hauler permit and must comply with all applicable provisions of South Carolina laws, codes, ordinances, rules, tariffs, and regulations including South Carolina Department of Health and Environmental Control (SCDHEC) Regulation 61-107.3-SWM: Waste Tires. A copy of SCDHEC Regulation 61-107.3 is provided as part of this RFP. Proof of permit shall be submitted with all proposals.

The waste tire must be hauled to a permitted waste tire processing or collection facility, at a permitted solid waste management facility, or at another site approved by the SCDHEC Bureau of Land & Waste Management Division of Mining & Solid Waste Management.

INSTRUCTIONS FOR OFFERORS

1. Proposals must be made in the official name of the Company or the individual under which business is conducted (showing the official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals must be valid for a minimum of ninety (90) days.
2. Proposals may be withdrawn by offeror prior to, but not after, the submission deadline date/time.
3. Upon receipt by the County, the proposal shall become the property of the County, without compensation to the offeror, for disposition or usage by the County at its discretion. The County shall have the sole discretion in evaluating the proposals of the offerors. The County reserves the right to reject any and all proposals and is not bound to accept any proposals, if the proposal acceptance is contrary to the best interest of the County. The particulars of any proposal will remain confidential until a contract is signed with the successful offeror(s).

SERVICE OBJECTIVE

Florence County would like to secure a contract with a vendor who can pick-up and recycle tires of all sizes (with only a small percentage to be over 42 inches) from twelve (12) manned convenient center sites throughout and one old landfill site in Florence County. . The location of each site is as follows:

Florence County Manned Convenience Centers (12 total)

Site No.	Site Name	Address
1	Greenwood	2325 Carnell Drive, Florence, SC 29505
2	Airport	708 South Stadium Road, Florence, SC 29506
3	Quinby	1508 E. Marion Hwy, Florence, SC 29506
4	Timmonsville	1840 S Warren St. Timmonsville, SC 29161
5	Pamplico	411 South Oak Street Pamplico, SC 29583
6	Coward	3315 US 52 Hwy. Coward, SC 29530
7	Lake City	1228 E. Main Street, Lake City, SC 29560
9	Effingham	6760 Friendfield Rd., Effingham, SC 29541

11	Paul Jones	4807 Buddy's Lane, Effingham, SC 29541
12	Ebenezer	359 S. Ebenezer Rd., Florence, SC 29501
13	Olanta	4212 Chandler Rd., Olanta, SC 29114
14	Johnsonville	230 W Egg Farm Rd., Johnsonville, SC 29555

Hours of Operation: 7a.m. until 7 p.m.

Days of Operation: Monday, Wednesday, Friday & Saturday

***One (1) Old Landfill Site:** 7205 Don McCain Drive Florence, SC 29506

***Note:** This site accepts tires only on the first Monday of each month. Call County Public Works at: 843-665-3050 for more information on fees, paperwork required and hours of operation.

Florence County would like proposals that describe in detail how your company can accomplish this objective.

PROJECT REQUIREMENTS/SCOPE OF WORK

1. The successful contractor must provide all trucks to be used in hauling the tires. It will be the Contractor's responsibility to provide the appropriate truck for this service.
2. The Contract must provide 20-60 cubic yard closed or covered containers to eliminate tire moisture problems at all twelve (12) convenient center sites. The Contract must provide one (1) mini (approx. 20 cubic yard) open or uncovered container for the Old Landfill Site at 7205 Don McCain Drive Florence, SC 29506.
3. This service is to be done for Florence County "**UPON REQUEST**" a minimum of one time per month at each site with a response time of no more than 24 hours from the time of notification by the County.
4. The Contractor will be responsible for loading the tires. The tires are to be covered at all times to eliminate moisture.
5. The contractor will deliver the tires to a SCDHEC approved facility. The Contractor must provide to the County documentation of the final disposition of the tires.
6. Successful Company will be responsible for the tires once loaded on the truck.
7. The successful company must complete and submit to the County the South Carolina Waste Tire Manifest Form 2738 <http://www.scdhec.gov/library/D-2738.pdf> or an alternate form that is approved by SCDHEC along with each invoice.

SUBMITTAL REQUIREMENTS/SELECTION CRITERIA

The proposal cover sheet at the end of this RFP is to be the first page of all proposals.

All proposals shall be concise and summarize the Company's qualifications along with responses to the requirements of this RFP in no more than twenty five (25) pages. The cover sheet will not be included in the

total page count. A subject tab should divide/separate each of the criteria stated below (the tab dividers will not be included in the total page count):

1. **Detailed Approach to Work.** This section shall address in detailed the step-by-step specific approach that will be taken to accomplish the tire recycling objectives of this RFP. Also state the type of truck(s) and containers that will be used for this job (i.e. make, model, specifications). **(40 Points)**
2. **Experience with Similar Service with References.** This section should identify similar projects and programs in which the Company has provided similar management services within the past ten (10) years. Provide current reference information for each project to include name, address, e-mail address, and telephone number for the company referenced. **(20 points)**
3. **Personnel Assigned to Projects.** Identify the quantity of assigned individuals who will be assigned by your company to work on this service including a detailed summary of each individual's professional credentials and relevant experience. This should also include a summary of qualifications and relevant experience of all subconsultant personnel if applicable. **(10 Points)**
4. **Total Price.** Provide a detailed line item summary of fees to include transportation charges for each site, fuel surcharges (if any), and any and all taxes. Also state discount rates for the County (if any) on any recycled materials used for re-sale by the contractor as a separate price option (Alternate 1). **(30 Points)**

If proposers intend to partner with another Company, clearly outline the division of responsibilities. Identify members of the primary Company and any affiliated Company(s).

Proposals must be made in the official name of the company or the individual under which business is conducted (showing the official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals must be valid for a minimum of ninety (90) days.

Proposals may be withdrawn by offeror prior to, but not after, the submission deadline date/time.

Upon receipt by the County, all proposals shall become the property of the County, without compensation to the offeror, for disposition or usage by the County at its discretion. The County shall have the sole discretion in evaluating both the proposals and the qualifications of the offerors. The County reserves the right to reject any and all proposals and is not bound to accept any proposals, if the proposal acceptance is contrary to the best interest of the County. The particulars of any proposal will remain confidential until a contract is signed with the successful offeror(s).

SELECTION CRITERIA AND PROCEDURE

The Selection Committee will evaluate the proposals and rank the respondents in accordance with the selection criteria state above. A report will be issued to the County Administrator that recommends that a contract be negotiated with the top ranked company. The contract used must be approved by the Florence County Attorney.

Upon approval by the County Administrator, negotiation will be initiated with the top ranked evaluated company. If an agreement cannot be made with the top ranking company, negotiation will be initiated with the next highest ranking and so forth.

Only companies qualified to adhere to all applicable provisions of South Carolina laws, codes, ordinances, rules, tariffs, and regulations including South Carolina Department of Health and Environmental Control (SCDHEC) Regulation 61-107.3-SWM: Waste Tires will be considered. Failure to meet this requirement will result in disqualification.

Florence County reserves the right to accept or reject any or all Proposals in whole or in part and to amend or supplement this RFP.

NOTE: By submission of your proposal in response to this solicitation, you are certifying that neither your company nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in this procurement process by any governmental department or agency. Further, if such a debarment or suspension occurs during the course of the procurement, you shall so inform Florence County.

NOTE: No proposer shall, directly or indirectly, engage in any conduct (other than the submission of a proposal or other prescribed submissions and/or presentations before the Evaluation or Selection Committees) to influence any employee or elected official of Florence County concerning award of a contract as a result of this solicitation. Violation of this prohibition may result in disqualification of the proposer from further participation in the solicitation for services or goods sought herein, or from participation in future Florence County solicitations or contracts.

INSURANCE REQUIREMENTS AND INDEMNIFICATION

The contractor shall agree to hold harmless, indemnify and defend Florence County, its agents and employees from any claims for property damage or personal injury (including death resulting therefrom). Such claims include, but are not limited to, actual, consequential, incidental or punitive damages. The contractor shall agree to maintain sufficient comprehensive general liability insurance, naming Florence County as additional insured in the amounts of \$1,000,000.00 per occurrence and \$1,000,000.00 per person. Proof of such insurance shall be given to the Florence County Procurement Office by an appropriate certificate-of-insurance issued by the contractor's insurance agent.

Further, the contractor shall agree to insure prior to commencement of work on the project (job), all subcontractors, agents, assigns or employees of prime contractor and subcontractor shall agree to hold harmless, indemnify and defend the Florence County, South Carolina, its agents and employees from any claims for property damage or personal injury (including death resulting therefrom). Such claims include but are not limited to, actual, consequential, incidental or punitive damages. Further, prior to commencement of work on the project (job), the contractor shall insure that all subcontractors, agents or assigns of the contractor, maintain sufficient comprehensive general liability insurance, naming the Florence County, South Carolina, as additional insured, in the amounts of \$1,000,000.00 per occurrence and \$1,000,000.00 per person. Proof of such insurance shall be given to the Procurement Officer by an appropriate certificate-of-insurance issued by applicable entity's insurance agent.

With regards to comprehensive general liability insurance, claims may be made during or after the term or terms of the contract agreement.

Vehicle liability insurance with minimum combined single limits of \$1,000,000.00 per occurrence shall be maintained by the contractor.

The contractor shall obtain and maintain, during the life of the contract agreement, workers' compensation and employer's liability insurance for all employees to be engaged in services on this project under this agreement in an amount not less than the minimum allowed by South Carolina law, and in case any such services are sublet, the contractor shall require the subcontractor(s) similarly to provide workers' compensation and employer's liability insurance for all of the subcontractor's employees to be engaged in such services.

PROPOSAL COVER SHEET

Prime Company's Name	
Prime Company's Address	
Prime Company's Phone, Fax & E mail	
Name and Title of Officer and Point of Contact of Company (please print)	
Signature and Date of Officer	
Acknowledgement	By signing above, proposer acknowledges the he / she has carefully received read and accepted all proposal documents and addenda receipt of all of which is hereby acknowledged. The Offeror agrees that this Proposal may not be revoked or withdrawn after the time set for the opening of proposals but shall remain open for acceptance for a period of sixty (60) days following such time.
Local Companies' Name (if applicable)	
Local Company's Address (if applicable)	