

COLLETON COUNTY, SOUTH CAROLINA, a body politic and corporate and a political subdivision of the State of SC	MAIL TO: Purchasing Department ATTN: Kaye B. Syfrett PO Box 157 Walterboro, SC 29488	
REQUEST FOR PROPOSAL	HAND CARRY TO: Purchasing Office, Room 208 Harrelson Building, 31 Klein Street Walterboro, South Carolina 29488	
Proposals will be accepted until 3:00PM, Tuesday, June 11, 2013	TELEPHONE NO. (843) 782-0504	
PROPOSAL NUMBER: EPD-04 Emergency Debris Management and Removal		

VENDOR NAME: _____

VENDOR ADDRESS: _____

CITY-STATE-ZIP: _____

MAILING ADDRESS: _____
(If different from above)

TELEPHONE NO. (____) _____ FAX NO. (____) _____

FEDERAL ID NO. _____ E-MAIL _____

MINORITY OR WOMAN OWNED BUSINESS: YES NO

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this proposal and verify that I am authorized to sign this proposal for the proposer. I further state that the company affiliated with this proposal currently complies with all applicable federal and state laws and directives relative to non-discriminatory practices in employment.

Proposer acknowledges receipt of the following addendum:

Number _____ Dated _____

Number _____ Dated _____

Number _____ Dated _____

Number _____ Dated _____

SIGNATURE

PRINTED NAME

REQUEST FOR PROPOSALS

EMERGENCY SERVICES

Colleton County is seeking proposals from qualified contractors for Debris Removal and Disposal Services for a period of four (4) years. It is the intent of this solicitation to enter into a pre-event contract, which would result in no immediate cost to Colleton County. Colleton County reserves the right to enter into an intergovernmental cooperative agreement with any political subdivision within the boundaries of Colleton County, and as such, give the right of said agencies to coattail the contract with the awarded Contractor. This solicitation by Colleton County will result in the selection of an experienced firm to remove and lawfully dispose of disaster-generated debris from public property and public right-of-ways, and to setup and operate Temporary Debris Staging and Reduction Sites (TDSRS) in Colleton County immediately after a hurricane or other disaster. Services shall include, but are not limited to, large scale debris removal, separation, staging, and disposal; demolition work, construction and demolition debris removal; hazardous waste handling; tree trimming, erection, stump grinding and removal; marine salvage operations; sand removal from roads, streets, and right-of-ways. The CONTRACTOR may be required to supply emergency housing, power, communications, food, water ice and other services and supplies as needed during a recovery period. Although this contract shall not be considered exclusive and Colleton County retains the right to obtain similar services from additional Contractors, the CONTRACTOR may be called upon throughout the year to render services to assist Colleton County with special needs and events for other than full-scale disasters.

The CONTRACTOR shall provide technical guidance and consultation before, during and after the disaster event. CONTRACTOR shall also provide administrative support for contracted operations, on site management staff to work with Colleton County officials, and field supervisors, operators, drivers, laborers along with appropriate vehicles, equipment and hand tools to ensure successful recovery operations.

It is the intent that the successful proposer (CONTRACTOR) will be responsible for the preparation of the FEMA project worksheets and submittals to the Debris Management Monitor for submission to FEMA and Department of Transportation (DOT). The CONTRACTOR is responsible to provide full support to the Debris Management Monitor and Colleton County for the development of the project worksheets and documentation to support these projects.

This RFP is for Emergency Debris Clearance (Push), Debris/Sand Removal, Beach Restoration, Temporary Debris Staging and Reduction Site Management, and Tree and Limb Removal. All work shall follow the Occupational Safety and Health Administration (OSHA) and Environmental Protective Agency(s) requirements to maintain a safe working environment. Colleton County has the right to increase or decrease the Contractor's assignment and/or areas of operation within the scope of this proposal.

SECTION 1: GENERAL INFORMATION

Objective

The objective of the RFP and subsequent contracting activity is to secure the services of an experienced contractor who is capable of efficiently removing large volumes of disaster-generated debris from a large area in a timely and cost-effective manner and lawfully disposing of all debris. The successful proposer(s) (CONTRACTOR) must be capable of assembling, directing, and managing a work force that can complete the debris management operations in a maximum of 120 days, or as prescribed by Federal, State, and Local Requirements. It is recognized it may take more than 120 days for complete removal depending on the scope of the disaster.

Definitions

- CONTRACTOR or Contractor – The Successful Proposer(s)
- Debris Management Team – The team staffed by Colleton County, Debris Management Monitor and the CONTRACTOR
- Debris Management Monitor – The Monitor retained by Colleton County to manage administrative aspects of the recovery process including processing FEMA submittals.
- Debris – Scattered items and materials broken, destroyed, or displaced by a disaster. Example: trees, construction and demolition material, personal property.
- FEMA – Federal Emergency Management Agency
- DOT – Department of Transportation
- TDSRS – Temporary Debris Staging and Reduction Sites

Training

The Contractor will be required to conduct annual planning and training activities with Colleton County throughout the term of the agreement. This planning and training shall include, at a minimum, preliminary TDSR site selection, review and update debris collection zone maps, review and update of primary road clearance routes, local subcontractor coordination, and items such as hazardous waste handling, beach and shoreline restoration, and current Federal, State and local guidelines and regulations. The cost for this planning and training shall be included in the unit cost for each activity and shall be at no additional cost to Colleton County.

Initiating Contact When a Major Disaster Occurs or is Imminent

When a major disaster occurs or is imminent, Colleton County will contact the firm(s) holding Debris Removal and Disposal Contracts to advise them of Colleton County's intent to activate the contracts. Debris removal will generally be limited to debris in, upon, or brought to public streets and roads, right-of-ways, municipal properties and facilities, and other public sites, but may include private property on a case-by-case basis.

In preparation for an imminent hurricane strike, contractor crews will be asked to stage outside the strike area. In this case, contractor is to provide the emergency push into Colleton County.

Colleton County upon contacting the contractor will issue a task order and work task assignment. The issuance of the task order will allow the contractor to begin pre-storm preparations and allow the immediate response once the recovery begins. The CONTRACTOR will also begin coordination with Colleton County's Emergency Management Personnel. This may include staffing or preparing reports for the Emergency Operation Center.

The CONTRACTOR shall have a maximum of 24 hours of notification by Colleton County to mobilize and begin their response. Failure to mobilize in the allowed time may result in a penalty.

The CONTRACTOR will be responsible for determining the method and manner of debris removal and lawful disposal operations. Disposal of debris will be at Colleton County's or the contractor's approved temporary debris management sites or landfill sites as directed by Colleton County. The CONTRACTOR will be responsible for the lawful disposal of all debris and debris-reduction by-products generated at all debris management sites.

Household Hazardous Waste

The following items are considered Household Hazardous Waste (HHW) for the purpose of this contract:

- Used Oil
- Batteries
- Paint
- Aerosol spray cans
- Pesticides
- Antifreeze
- Fluorescent light bulbs
- Propane tanks (household size)

The CONTRACTOR will setup a lined containment area and separate any HHW inadvertently delivered to a debris management site. The CONTRACTOR is responsible for the removal and disposal of this hazardous material. Commercial and industrial hazardous waste such as chemicals, gas containers, transformers, and any other form of hazardous or toxic matter will be set aside for collection and disposal by a Hazardous Materials Removal and Disposal Contractor. The Hazardous Materials Removal and Disposal Contractor may be the CONTRACTOR, if qualified, or a qualified Sub-Contractor.

Putrescible garbage will be collected and transported by CONTRACTOR as part of a mixed waste stream including debris from the disaster, or as instructed by Colleton County.

Dead Animals

Dead animals shall be the responsibility of the CONTRACTOR to remove and dispose of at Colleton County's designated site.

Relationship between Debris Management Monitor and the Debris Removal Contractor

Colleton County Debris Management Monitor and/or Colleton County staff provide inspection, engineering and administrative services as needed to meet the requirements for FEMA reimbursement. The interaction between the CONTRACTOR and the Monitor is crucial to the success of the recovery operation. Therefore, each proposal shall address their ability to work with different accounting and tracking systems. Prior to the beginning of the hurricane season, the successful CONTRACTOR(s) will meet with Colleton County and the Debris Management Monitor to finalize and test the processes for inspection and documentation that are to be used during the response and recovery phase of debris removal. For "Event Types" that require Temporary Debris Staging and Reduction Sites (TDSRS) the CONTRACTOR shall be available for technical assistance in site selection and operational planning. Selection of these sites is the first task done by the Debris Management Team. This first task will result in a map of the various sites and a basic operation plan for each site.

Potential Scenarios

- **EVENT TYPE 1: SPOT JOBS – LOCALIZED**
In this scenario, the contractor may be called upon only to provide removal, hauling, and/or reduction by chain saw of localized woody debris. The work will most likely be assisting government resources. Much of this work will be awarded by personnel and equipment rates or in combination thereof with an individual job total. Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.
- **EVENT TYPE 2: SMALL EVENT – WIDESPREAD OR COLLETON COUNTY WIDE**
In this event, the contractor may provide all necessary supervision, labor, and all equipment to clear, remove; haul, recycle, and/or dispose of all types of debris with its own resources except that government land may be provided for temporary storage. Any government land provided shall be reclaimed at the conclusion of the work. The quantity shall not be so significant as to require specialized reduction in volume such as by burning. Any debris waste (anything not recyclable) can be disposed of at Colleton County Resource Recovery Facility or other disposal site as designated by Colleton County, either by burning or land filling. Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.
- **EVENT TYPE 3: SIGNIFICANT EVENT – REMOVAL, REDUCTION, HAULING – WOODY DEBRIS ONLY - WIDESPREAD OR COLLETON COUNTY WIDE**
In this event the contractor may provide all necessary supervision, labor, and all equipment to remove, reduce (grind and mulch) and haul woody debris to a disposal site designated, managed, and operated by a government agency or contractor. This event type may require the development and operation of TDSRS. Any government land provided shall be reclaimed at the conclusion of the work. Proposers shall prove

experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.

- **EVENT TYPE 4: SIGNIFICANT EVENT – REMOVAL, REDUCTION, HAULING, AND SEPARATING – MIXED DEBRIS – WIDESPREAD OR COLLETON COUNTY WIDE**

In this event the contractor shall provide all necessary supervision, labor, and all equipment to remove, reduce (grind and mulch woody; recycle other) and haul mixed debris to a recycling and disposal site(s) designated, managed, and operated by a government agency or contractor. This event type may require the development and operation of TDSRS.

Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope. Any government land provided shall be reclaimed at the conclusion of the work. Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.

- **EVENT TYPE 5: CATASTROPHIC EVENT – REMOVAL, REDUCTION, HAULING, AND SEPARATING – MIXED DEBRIS – COLLETON COUNTY WIDE**

In this event the contractor shall provide all necessary supervision, labor, and all equipment to remove, reduce, recycle and haul mixed debris to multiple disposal sites designated, managed, and operated by government agencies. Any government land provided shall be reclaimed at the conclusion of the work.

Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope. This event type requires the development and operation of TDSRS.

- **EVENT TYPE 6: CATASTROPHIC EVENT – SITE MANAGEMENT – COLLETON COUNTY WIDE**

In this event the contractor will be tasked to plan, set up, mobilize equipment, manage, operate, and close out one or more mixed debris management sites Colleton County wide including burn operations. The contractor will be responsible for all necessary traffic control, weighing, measuring, reduction, recycling, and all other necessary operations for the operation of the site(s) through close out of the site(s). Permitting will be in the name of the government agency. Any government land provided shall be reclaimed at the conclusion of the work. Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.

SECTION 2: STATEMENT OF WORK

The qualified firm will develop and present the scope of services meeting Colleton County's needs. The work to be undertaken includes but is not limited to the following:

Debris Removal

Emergency Road Clearance – Removal of debris and/or sand from the primary transportation routes as directed by Colleton County. In this role the contractor will perform an emergency “PUSH” sufficient to allow emergency vehicles to traverse the roadway. Colleton County will determine route priorities for this push. Additionally, in preparation for an imminent hurricane strike, contractor crews may be asked to stage outside the strike area. In this case, contractors are to provide the emergency push into Colleton County. Colleton County will designate roadway priorities for this push.

Sand Removal / Beach Restoration

The Town of Edisto Beach is found on a six-mile long barrier island at the mouth of the Edisto River, halfway between Charleston and Beaufort. The beach stretches the length of the town. Big Bay and Scott Creeks separate the Town of Edisto Beach from Edisto Island. The sand over washed from the Atlantic Ocean must be disposed of by distributing it on the public beach as directed by the County in coordination with the Town in coordination with regulatory agencies.

Debris Removal from Public Property

Removal of debris from public rights-of-way. Removal of debris beyond public rights-of-way as necessary to abate imminent and/or significant threats to the public health and safety of the community. These areas may include vacant public lands, operational facilities, utility facilities and other land owned by Colleton County. It may be necessary to make several trips through a neighborhood as debris is moved to the ROW. In this case the loads will need to be documented separately, per the instructions of Colleton County and the Debris Management Monitor.

Debris Removal from Private Property

Should an imminent threat to life, safety, and health to the general public be present on private property, the Contractor, as directed by Colleton County, will accomplish the removal of debris from private property. Proposers shall prove experience with site management and FEMA requirements, rules, and regulations to qualify for this scope.

White Goods

The Contractor may expect to encounter white goods available for disposal. White goods will constitute household appliances as defined in the Administrative Code. The Contractor will dispose of all white goods encountered in accordance with applicable Federal, State and local laws.

Hazardous Tree Stumps

The Contractor shall remove all stumps that are determined to be hazardous to public access and as directed by Colleton County. Stumps shall be hauled to TDSRS where they shall be inspected and categorized by size and inspected by FEMA Representative prior to being reduced.

Fill Dirt

The Contractor shall place compacted fill dirt in ruts created by equipment, holes created by removal of hazardous stumps and other areas that pose a hazard to public access upon direction of Colleton County.

Debris Processing

Temporary Debris Staging and Reduction Site (TDSRS) – The Debris Management Team will determine the minimum number of sites required for each storm event. Colleton County will designate debris management sites. The contractor and Colleton County will jointly select these sites at the beginning of the hurricane season. Preparation, maintenance and operation of these TDSRS facilities are entirely the Contractor's responsibility. The Contractor may also lease/own, prepare and maintain additional TDSRS facilities to accept and process all eligible storm debris. Preparation and maintenance of facilities shall include maintenance of the TDSRS approach and interior road(s) for the entire period of debris hauling, including provision of rock for any roads that require stabilization for ingress and egress. Each facility shall include a roofed inspection tower sufficient for a minimum of three (3) inspectors for the inspection of all incoming and exiting loads. The contractor will be responsible for obtaining any required permits, which shall be paid at cost by Colleton County. At Colleton County's discretion, owned rights of way or other entity owned property could be provided for temporary storage of debris.

TDSRS Debris Removal Operations Plan and Environmental Protection Plan – This plan is to address site setup, pre use activities, post use activities and operational activities. The plans also include pre and post video and other checklists to assure proper management of the site. Once the debris management site is selected for use, the contractor will provide a Site Management Plan.

Three (3) copies of the plan are required. The plan shall be drawn to a scale of 1" = 50' and address following functions:

- Access to site
- Traffic control procedures
- Segregation of debris
- Location of ash disposal area, hazardous material containment area, contractor work area, and inspection tower
- Location of incineration operations, grinding operation (if required). Burning operations require a 100-foot clearance from the stockpile and a 1000-foot clearance from structures.
- Location of existing structures or sensitive areas requiring protection
- Restoration of Site

All debris shall be processed in accordance with local, State and Federal law, standards and regulations. Processing shall include, but is not limited to, reduction by tub grinding and/or incineration when approved by Colleton County. Prior to reduction, all debris shall be segregated

between vegetative debris, construction and demolition debris, recyclable debris, white goods, hazardous waste, and sand.

Generated Hazardous Waste Abatement

Abatement of hazardous waste identified by Colleton County in accordance with all applicable Federal, State, and local laws, standards and regulations.

Debris Disposal

Disposal of all eligible debris, reduced debris, ash residue and other products of the debris management process in accordance with all applicable Federal, State, and Local laws, standards and regulations. The Contractor shall be responsible for paying all landfill-tipping fees and provide all required documentation to the Debris Management Monitor needed to receive eligible reimbursement through FEMA for such fees.

Assist Debris Management Monitor in the following:

- Monitoring multiple contractors and multiple trucks delivering materials to the TDSRS.
- Verify that each truck and maximum capacity that delivers to the TDSRS matches its manifest ticket – truck.
- Make sure truck is properly tarped when arriving at the TDSRS.
- Review truck's manifest and observe the truck bed to confirm that the truck was loaded to capacity or as described on manifest ticket, and completely empty on departure.
- Maintain manifest tickets in an organized manner for proper record review and storage.
- Initial load tickets before permitting truck to leave the TDSRS check-in area to empty its load.
- Document location of origin of debris.
- Troubleshoot questions and problems at the TDSRS and identify issues that could impact eligibility for cost reimbursements.
- Remain in contact with the central office/staging operation command center.
- Perform other duties as directed by Colleton County personnel, e.g. conduct final inspections and issue closeout reports.

Documentation and Records

Documentation and Inspections – Storm debris shall be subject to inspection by Colleton County and their Debris Management Monitor. Inspections will be to insure compliance with the contract and applicable local, State and Federal laws. The Contractor will, at all times, provide Colleton County access to all work sites and disposal areas. The Contractor, Colleton County and Debris Management Monitor will have in place at the TDSRS personnel to verify and maintain records regarding the contents and cubic yards of the vehicles entering and leaving the TDSRS. The Debris Management

Monitor will coordinate data recording and information management systems, including but not limited to:

- Prepare detailed estimates and submit to FEMA for use in Project Worksheet preparation.
- Implement and maintain a disaster debris management system linking load ticket and TDSRS information, including reconciliation and photographic documentation processes.
- Provide daily, weekly or other periodic reports for Colleton County managers and the Debris Management Monitor, noting work progress and efficiency, current/revised estimates, project completion and other schedule forecasts/updates.

The Contractor shall provide all requested information to the Debris Management Monitor that is necessary for proper documentation. Colleton County employees reserve the right to review documentation prior to submittal. Copies of complete and accurate records required for the receipt of federal funds must be supplied to the County. The Contractor will work closely with FEMA and other applicable State and Federal agencies to ensure that eligible debris collection and data documenting appropriately address concerns of the likely reimbursement agencies. The Debris Management Monitor will coordinate this work. Discrepancies in what is required of the Contractor must immediately be brought to the attention of the Debris Management Team.

Documentation and Recovery Process

The Contractor will provide the following assistance in addition to debris removal:

- Recovery process documentation – create recovery process documentation plan
- Maintain documentation of recovery process

- Provide written and oral status reports as requested to Colleton County Debris Management Monitor
- Review documentation for accuracy and quantity
- Assist in preparation of claim documentation

TDSRS Site Reclamation

Site reclamation shall be accomplished in accordance with all Federal, State and local laws, standards and regulations. Site reclamations shall be accomplished in accordance with the Contractor's Debris Removal Operations Plan and Environmental Protection Plan.

Work Areas

Colleton County will establish and approve all areas that the Contractor will be allowed to work. These include Rights of Way, public land and TDSRS. The Contractor will remove all eligible debris and leave the site from which the debris was removed in a clean and neat condition. Fill dirt and grading may be required to achieve the desired condition.

Working Hours

All activity associated with gathering and loading of eligible debris shall be performed during visible daylight hours only. Hauling of eligible debris to the TDSRS will be allowed during visible daylight hours only between dawn and dusk. The Contractor may work during these hours, seven (7) days per week including holidays. It is understood between the parties that at the TDSRS, debris reduction may take place twenty-four (24) hours, seven (7) days per week if the Contractor deems it necessary to meet the work demand, subject to Colleton County approval. Colleton County approval shall consider safety and impacts to surrounding land uses such as occupied residential areas. The Contractor shall be responsible for obtaining sites to stage equipment, such as trucks, while not in use.

Priority of Work Areas

Colleton County will establish and approve all areas that the Contractor will be allowed to work. Daily and/or weekly scheduled meetings will be held to determine approved work areas. The Contractor shall remove all eligible debris and leave the site from which the debris was removed in a clean and neat condition.

Safety

The Contractor shall have at least one Safety Officer on duty at all times. The safety officer shall be familiar with and properly trained to perform the assigned Safety Officer duties. Training shall include, but not limited to certification in the Department of Transportation Maintenance of Traffic Standards. All work zones shall conform to Standards and all work sites/conditions shall conform to all applicable Federal, State and local safety standards.

SECTION 3: PROPOSAL RESPONSE REQUIREMENTS

A prospective service provider's response to this RFP should include the following information at a minimum.

- Organizational Chart
- Information describing company's technical and construction capabilities
- Financial resources /Bond rating
- Training and experience (list all certifications)
- Equipment resources (company versus sub-contractor owned)
- List of sub-contractors
- Past performance on contracts and other accomplishments
- References from past clients
- Listing of all existing disaster related pre-event contracts
- Capacity and Plan for mobilization
- Local participation in the Contractor's plan (provide a sub-contracting plan)
- Sample of sub-contracting contracts
- Public announcements/notices, including specific date on proposed venues.
- Ability to track and record all work for invoices and auditing purposes

- Other unique services your company can provide
- Construction drawings for temporary inspection towers
- Cost for services
- Provide a management plan for each category of work describing what actions will be taken for a disaster generating debris in the amount shown below. The plan should include items such as: number and locations of TDSR sites, minimum size, types and numbers of hauling equipment, management and supervision staff, and the methodology for scheduling and routing the removal of debris.

Please note that the proposal should address the requirements in a clear and concise manner in the order stated herein.

Respondents shall construct their proposal in the following format and a tab must separate each section. Each tabbed section must include the information/documents specified in the applicable tab. Proposals that do not adhere to the following format or include the requested information/documents may be considered incomplete and therefore unresponsive by Colleton County.

Colleton County reserves the right to seek additional/supplemental representation on specific issues as needed.

BINDER 1 – QUALIFICATIONS PROPOSAL

In a sealed envelope/container, provide an **ORIGINAL, so identified and six (6) complete copies** of your qualification proposal for services defined herein for the term of the contract.

TAB 1 – Executive Summary

Present in brief, concise terms, a summary level description of the contents of the proposal and your company and its capabilities. Give the names of the person(s) who will be authorized to make representations for the proposer, their title(s), address(es) (both physical and mailing), and telephone and fax number(s). The summary must be limited to a maximum of two pages and the signer of the proposal must declare that the proposal is in all respects fair and in good faith without collusion or fraud and that the signer of the proposal has the authority to bind the principal proponent.

TAB 2 – Experience and Ability

Colleton County is also requesting proposals for the following items: beach and shoreline reconstruction, sunken vessel removal, and canal and river debris removal and restoration. These items are not specifically addressed in detail in the specification sections of this RFP. Due to the diversity of damage caused by natural or manmade disasters Colleton County reserves the right to negotiate pricing with the Contractor at the time of the event for all unforeseen debris removal and disaster related activities.

The proposal should outline the ability to provide expert guidance with the current Federal, State and local guidelines and regulations as they relate to disaster generated debris. The proposer shall supply sufficient documentation that they are well versed in all aspects of FEMA documentation, reimbursement and project management as well as demolition and debris removal work.

Attach a list of those persons who will have a management or senior position working with Colleton County, if awarded the contract. List their name, title or position, and project duties. A resume or summary of experience and qualifications should be provided. Proposer shall include a description of the proposer's business history and number of years in operation. Proposer shall include number of employees, when the company was established, location, principals of the company, and any other related information.

It is the intention of Colleton County that the Contractor's personnel proposed for the contract will be available for the contract term. In the event the Contractor wishes to substitute personnel, he/she shall propose personnel of equal or higher qualifications and all replacement personnel are subject to Colleton County approval. In the event substitute personnel are not satisfactory to Colleton County and the matter cannot be resolved to the satisfaction of Colleton County, Colleton County reserves the right to cancel the agreement for cause.

The proposal will address the proposer's ability to mobilize including what is anticipated for a maximum time to mobilize.

TAB 3 – Financials

Include a Balance Sheet and Statement of Profit and Loss of the firm from the preceding calendar or fiscal year, certified by either an appropriate Corporate Officer, or an independent Certified Public Accountant. If proposing firm is a newly formed corporate entity, the County may require a personal guarantee of performance by principals or stockholders.

TAB 4 – Past Performance

The proposer shall include a list of major debris removal projects completed within the past five years. Major debris removal projects completed beyond the five years may also be presented. Include any pertinent information needed to determine the proposer's past performance.

The proposal will address how the proposer has previously handled disposal of hazardous materials, construction materials and white goods.

The proposal will address how the proposer has previously managed tracking the source location, debris type, source and documentation to debris manager and FEMA.

The proposal will address how the proposer was previously deployed and their response times for deployment. Include the resources used and available for these past recovery projects.

For each of the above items the proposer shall include details of the project such as: the public agency, their contact, FEMA contacts, all pertinent phone numbers and dollar amounts. The proposer should provide information necessary to investigate the work with the public agency.

The proposer shall provide at least three (3) references for contracts of a similar size and scope including at least two references for current contracts or those awarded during the past five years. Include the name of the organization, the length of the contract, a brief summary of the work, and the name and telephone number of a responsible contact person. Also provide a description of any conflicts occurring over the last five years with these or any other contract for similar work.

TAB 5 – Understanding of Project Requirements

The proposer shall provide their interpretation of what is required to meet the needs of Colleton County. The Proposer will use this document, their knowledge and experience to develop their understanding of this project. The proposer is urged to develop scenarios or examples to fully explain their position. **Proposer must include a copy of a current certificate of insurance. Upon execution of a contract, a certificate of insurance naming Colleton County as an additional insured on the liability coverage must be provided. Certificate of Insurance showing Worker’s Compensation must also be provided. Failure to do so can result in rejection of proposal.**

The Contractor shall provide all labor, equipment, machines and tools necessary to load and haul eligible disaster-generated debris. Equipment should be in good working condition, and if equipment becomes inoperable, it shall be repaired within 8 hours or replaced with similar equipment within 1 day. Colleton County prefers the use of self-loading equipment for removing debris and reserves the right to require self-loading equipment in various areas throughout Colleton County.

The work shall consist of removing any and all “eligible” debris, primarily from the public Rights-Of-Way (ROW) of streets and roads, as directed by Colleton County. Work will include 1) examining debris to determine whether or not the debris is eligible vegetative, construction and demolition or other debris, 2) loading the debris, 3) hauling the debris to an approved dumpsite or landfill, and 4) dumping the debris at the dumpsite or landfill. Ineligible debris will not be loaded, hauled, or dumped under this contract. Mixed loading of debris shall be kept to a minimum. Debris removal shall include all eligible disaster related debris found on the ROW within the area designated by Colleton County. Colleton County may specify any eligible debris within the ROW which should not be removed, or which should be removed at a later time or by others. The Contractor shall make as many passes through the designated area as required by Colleton County. Any eligible debris, such as fallen trees, which extends onto the ROW from private property, shall be cut, by the Contractor, at the point where it enters the ROW, and that part of the debris which lies within the ROW shall be removed. The Contractor shall not enter onto private property during the performance of this contract without the approval of Colleton County.

The Contractor shall use only rubber-tired equipment in the performance of loading and hauling debris. The Contractor shall not use equipment authorized for debris removal under this contract for private work during the working hours designated under this contract. Also, the Contractor's personnel shall not solicit work from private citizens or others with manpower and equipment designated under this contract.

All debris shall be mechanically loaded and reasonably compacted. "hand loading" is not permitted under this contract without the approval of Colleton County. The Contractor will be responsible for repairing all damages as a result of negligence. The Contractor shall be responsible for filling to grade with like material all surface damage, such as rutting and pavement damage, caused by the Contractor's equipment during debris removal. The Contractor shall repair all damage to existing grade, road shoulders, sidewalks, drainage structures, trees, shrubs, grassed areas, etc. caused by the Contractor's equipment or personnel.

The Contractor shall preserve and protect all existing structures, infrastructures, vegetation and etc. on or adjacent to the area of work. The Contractor shall repair or replace with like materials all damaged mailboxes on the same day, which the damage occurred. The Contractor shall contact the person(s) making claims regarding damages within 2 days of receiving said claim; information such as method of repair and timeline for completion shall be discussed. All damages shall be repaired no later than thirty (30) days after the completion of the debris removal. The Contractor shall provide Colleton County with a weekly report outlining the status of all damage concerns. Liquidated damages shall be assessed at \$1,000.00 per calendar day for any time over the maximum allowable time established by the contract to make the necessary repairs.

Disaster-related debris shall be separated into clean vegetative, construction and demolition, white metal, hazardous waste, mixed and ineligible debris at the load sites. Hauling of mixed loads will require approval from Colleton County prior to loading. Ineligible debris shall be left in place, except those items directed by Colleton County.

All stump remnants which are fully disengaged from the ground shall be considered normal vegetative debris regardless of size. The contractor shall remove all disengaged stump remnants from the assigned load site area before moving to another work area unless approved by Colleton County.

TAB 6 – Approach and Method

The proposer shall provide a complete scenario for the various scopes of work and scenarios of different types of events. Each scenario will include how the work will be accomplished, the quality control, how FEMA requirements will be met. Include the operational processes for the debris reduction sites. The proposer should identify the resources they will mobilize for each scenario and state their commitment and timeframe to deploy these resources when called upon.

The proposer shall provide the management processes anticipated to be used. It shall include how the interaction may take place between Colleton County, the Debris Management Monitor and the proposer. The Contractor shall provide weekly public notices of the debris removal schedule. The Contractor shall advertise these notices in the Sunday editions of one (1) local major newspaper and shall be of sufficient size to be easily seen by readers. The Contractor shall also advertise these notices on two (2) local major radio stations, which have markets in Colleton County. The radio announcements shall be aired a minimum of four (4) times daily during the period with peak listeners for a minimum of thirty (30) seconds each and be run a minimum of three (3) days per week. All public notices must be approved by Colleton County prior to release. The notices shall contain a

description of the work, how debris should be placed on the right of way, what eligible debris is, and the schedule for removal.

TAB 7 – MBE Participation

Proposer shall identify qualified local and minority businesses that could work on this potential project. A plan for identifying and use of local and minority subcontractors shall be included in the proposal.

TAB 8 – Lawsuits

List all pending lawsuits which are concerned directly with the staff or part of your organization proposed for this contract.

List all judgments from lawsuits in the last five (5) years which are concerned directly with the staff or part of your organization

TAB 9 - Fee Proposal Forms

Completed Fee Proposal Forms (Attachment 1)

Proposals shall be submitted as follows:

- All proposals must be delivered to Colleton County at the address below no later than **3:00 PM. on Tuesday, June 11, 2013**. Failure to comply with this or any other paragraph of the Request for Proposals shall be sufficient reason for rejection of the proposal.
- Please mark **an ORIGINAL, so identified and six (6) complete** copies of the written proposal envelope(s) as follows:
 - Emergency Debris Management and Removal
 - Sealed Proposal Date

Please address the mailing service envelope/containers(s) as follows:

- Colleton County Purchasing Department
Attn: Kaye B. Syfrett, Purchasing Manager
P.O. Box 157
Walterboro, SC 29488

Delivery service address is as follows:

- Colleton County Purchasing Department
Attn: Kaye B. Syfrett, Purchasing Manager
31 Klein Street, Room 208
Walterboro, SC 29488

The front of each proposal envelope/container shall contain the following information for proper identification:

- The name and address of the proposer
- The time/date specified for receipt of proposals
- The number of each envelope/container submitted (i.e. "1 of 3", "2 of 3", "3 of 3")

ALL PROPOSALS MUST BE RECORDED (CLOCKED-IN) IN THE PURCHASING OFFICE ON OR BEFORE THE TIME AND DATE INDICATED ON THE RFP DOCUMENT. The responsibility for submitting the proposal to the Procurement Office on or before the above stated time and date is solely that of the proposer. Colleton County will in no way be responsible for delays in mail delivery or delays caused by any other occurrence. **LATE PROPOSALS WILL NOT BE ACCEPTED.**

All proposals must be in writing. Non-responsive proposals may not be considered. The signer of the proposal must declare that the proposal is in all respects fair and in good faith without collusion or fraud and that the signer of the proposal has the authority to bind the principal respondent.

Colleton County shall not be liable for any costs incurred by a respondent prior to entering into contract. Therefore, all respondent are encouraged to provide a simple, straightforward, and concise description of their ability to meet the project requirements.

The submission of a proposal, and the resulting negotiated agreement, in all instances Colleton County's decisions will be final.

Questions

All questions concerning this Request for Proposals must be submitted to:

- **Suzanne Gant, EPA Director via E-Mail at sgant@colletoncounty.org**

Questions or requests for clarifications will not be responded to if received less than five (5) days prior to the proposal opening. If clarification is deemed necessary, an addendum will be issued. All changes shall be in writing and furnished to ALL PROPOSERS who received a copy of the proposal from Colleton County.

PROJECTED SCHEDULE

The projected schedule of events for this proposal is as follows:

May 29, 2013	Deadline for Questions
June 11, 2013	Proposal Due Date
June 19, 2013	Professional Services Committee Short Lists Firms
July 11, 2013	Vendor Presentations
To be determined	Recommendation for County Council
To be determined	Approval of Contract by County Council

Colleton County Procurement Office

CERTIFICATE OF FAMILIARITY

The undersigned, having fully familiarized him/her with the information contained within this entire solicitation and applicable amendments, submits the attached response, and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I further certify that this response is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a response for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions set forth in this solicitation and certify that I have signature authority to bind the company listed herein.

MINORITY BUSINESS: Are you a minority business?

▶ **Yes** ____ (Women-owned / __Disadvantaged) If yes, please submit a copy of your certificate with your response.

▶ **No** ____

MAILING ADDRESS

Mailing Address

Printed Name

City, State, Zip

Title

Date

Telephone Number Fax Number

REMITTANCE ADDRESS

Company Name

Authorized Signature

Address

E-Mail Address

City, State, Zip

Phone Number

Federal Tax ID Number

SC Sales Tax Number

*****NOTE: The attached Certificate of Familiarity must be returned with proposal response*****

******ATTACH A W-9 FORM WITH YOUR PROPOSAL ******

EVALUATION CRITERIA

Colleton County's evaluation criteria will include, but not be limited to, consideration of the following:

- Specialized experience or technical expertise of the firm and its personnel in connection with the service to be provided
- Past record performance on work of similar nature, financial capabilities, corporate history and team organization to include quality of work, timeliness and cost control & litigation history
- Proposed pricing for work to be accomplished with demonstrated ability to meet time and budget requirements
- Location
- Capability of firm to perform the work within time limitations, taking into consideration the current and planned workload of the firm
- Respondent's knowledge of Federal Emergency Management Agency (FEMA) regulations and procedures

Selection

Colleton County shall evaluate the written proposals submitted by the firms regarding the proposed project. Colleton County will assign this task to an Evaluation Committee. All respondents are placed in rank order based on the outcome.

Presentations

Colleton County will require oral and visual presentations from those firms that are ranked or short-listed. This shall be done at Colleton County's sole discretion when it feels presentations are essential as part of the evaluation process. It is the intention of the Colleton County to shortlist three (3) firms and rank them according to the most qualified firm with a proposal and presentations that best suit the needs of Colleton County.

Negotiations

After Colleton County's Evaluation Committee ranks the respondents, Colleton County staff will take the proposal ranking and start negotiating with the top ranked respondent(s). After staff concludes negotiations with the respondent(s) selected by Colleton County's Evaluation Committee, staff will present the results of the negotiations to Colleton County Council with its recommendation for award of a contract. If Colleton County's Evaluation Committee determines that staff is unable to negotiate a satisfactory contract with the respondent(s) considered to be the most qualified at a price Colleton County determines to be fair, competitive, and reasonable, negotiations with that respondent(s) shall be formally terminated. Should Colleton County be unable to negotiate a satisfactory contract with the selected respondent(s), Colleton County may select additional respondent(s) in order of their

original ranking, competence and qualifications and will continue negotiations until an agreement is reached. However, Colleton County reserves the right to reject all proposals, to waive any irregularities, and to re-advertise and solicit for other proposals.

Right of Rejection

Colleton County reserves the right to waive any informality in any proposal, to reject any or all proposals in whole or in part, with or without cause, and/or to accept the proposal that in its judgment will be in the best interest of Colleton County and Colleton County citizens.

SECTION 4 GENERAL TERMS AND CONDITIONS

1. **TITLE VI NONDISCRIMINATION POLICY STATEMENT AND ASSURANCES:** It is the policy of the County Council of Colleton County, South Carolina, hereafter referred to as "Colleton County" or "the County", to comply with Title VI of the 1964 Civil Rights Act and its related statutes, including but not limited to, Executive Order No. 12898 "Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations"; Executive Order No. 13166 "Improving Access to Services for Persons with Limited English Proficiency (LEP)"; the Federal-Aid Highway Act of 1973; the Age Discrimination Act of 1975; the Civil Rights Restoration Act of 1987; and the Americans with Disabilities Act of 1990 (ADA).

To this end, Colleton County assures that no person shall be excluded from participation in, denied the benefit of, or subjected to discrimination under any of its programs or activities on the basis of race, color, national origin, age, sex, disability, religion, or language regardless of whether those programs and activities are Federally funded or not.

Colleton County also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations. Additionally, the County will take reasonable steps to provide meaningful access to services for persons with Limited English Proficiency. Colleton County will, where necessary and appropriate, revise, update, and incorporate nondiscrimination requirements into appropriate manuals, directives, and regulations.

2. **ORDER OF PRECEDENCE:** In the event of inconsistency between the provisions of this solicitation, the inconsistency must be resolved by giving precedence in the following order: (A) Colleton County Ordinance Number 2000-0-21 as amended, (B) The bidding schedule and instructions to offerers, (C) General conditions, (D) General provisions, (E) Other provisions of the contract whether incorporated by reference or otherwise, and (F) the Specifications.
3. **S.C. LAW CLAUSE:** Upon award of a contract or Purchase Order under this bid, the person, partnership, association, or corporation to whom the award is made must comply with the laws of South Carolina which require such person or entity to be authorized and/or licensed to do business in this state. Notwithstanding the fact that applicable statutes may exempt or exclude the successful offerer from requirements that it be authorized and/or licensed to do business in this state, by submission of this signed proposal, the offerer agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina, to all matters and disputes

arising or to arise under the contract and performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.

4. **EXCUSABLE DELAY:** The contractor will not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the contractor. Such causes may include, but are not restricted to acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the contractor. If the failure to perform is caused by the fault of a subcontractor, and if such default arises out of control of causes beyond the control of both the contractor and subcontractor, and without the fault or negligence of either of them, the contractor will not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the contractor to meet the required delivery schedule.
5. **AWARD CRITERIA:** Award will be made to the responsible offerer who submits a responsive bid that Colleton County considers to be most advantageous to its own interests. An advisory committee will review, evaluate, and rate the bids submitted in response to the Request for Bids. The committee will negotiate a contract with the highest rated offeror.
6. **SPECIFICATIONS:** Any deviation from specifications in the bid solicitation must be clearly pointed out; otherwise, it will be considered that the items offered are in strict compliance with these specifications, and the successful offerer will be held responsible therefore. Unless otherwise stated, it is understood and agreed that any item offered or shipped on this bid must be new and suitable for storage or shipment, and that prices include standard commercial packaging.
7. **RESPONSIBILITY:** The offerer must assume that any purchase, responsibility, insurance, and action or activity which is necessary for the satisfactory operation of the services requested in the request for bid, but which is not specifically designated as an Colleton County responsibility, is a responsibility of the Contractor's operation, and the offerer must include these in the response to this request for bids accordingly.
8. **INDEMNIFICATION:** The contractor shall indemnify and save harmless Colleton County, its officials and employees, from all losses, damages, costs, expenses, liability, claims, actions, and judgments of any kind whatsoever brought or asserted against, or incurred by, Colleton County, including without limitation attorney's fees and costs of litigation, to the extent that the same arise out of or are caused by any act or omission of the contractor, or its subcontractors, or by the employees, officers, directors, or agents of the contractor, or its subcontractors.
9. **ISSUANCE OF ADDENDA:** If this solicitation is amended, Colleton County will issue an appropriate addendum to the proposal. If any addendum is issued, all terms and conditions that are not specifically modified shall remain unchanged. Proponents shall acknowledge receipt of each addendum on Attachment 1.
10. **PAYMENT:** It is the policy of Colleton County to fully implement the provision of withholding payment. In the event a contract is canceled under any provision herein, Colleton County may withhold from the Contractor, any monies owed on that or any contract, an amount sufficient to compensate for damages suffered because of the violation resulting in cancellation.

11. INSURANCE REQUIREMENTS: Prior to commencing work, the contractor shall procure and maintain at contractor's own cost and expense for the duration of the agreement the following insurance against claims for injuries to person or damages to property which may arise from or in connection with the performance of the work or services hereunder by the contractor, his agents, representatives, employees or Subcontractors. The cost of such insurance shall be included in contractor's proposal.

- Contractor shall maintain limits no less than:
 - Commercial General/Umbrella Liability Insurance- \$1,000,000 limit per occurrence for property damage and bodily injury. The service provider should indicate in its proposal whether the coverage is provided on a claims-made or preferably on an occurrence basis.

The insurance shall include coverage for the following:

- Premise/Operations
 - Explosion, Collapse and Underground Property Damage Hazard (only when applicable to the project)
 - Products/Completed Operations
 - Contractual
 - Independent Contractors
 - Broad Form Property Damage
 - Personal Injury
- Business Automobile/Umbrella Liability Insurance- \$1,000,000 limit per accident for property damage and personal injury:
 - Owned/Leased Autos
 - Non-owned Autos
 - Hired Autos
 - Workers' Compensation and Employers/Umbrella Liability Insurance- Workers' Compensation coverage with benefits and monetary limits as set forth by South Carolina Law. This policy shall include Employers/Umbrella Liability coverage for \$1,000,000 per accident. Workers' Compensation coverage is required as a condition of performing work or services for Colleton County whether or not the Contractor or Vendor is otherwise required by law to provide such coverage.
 - Environmental Liability Insurance- \$1,000,000 per occurrence.
 - Other Insurance Provisions:

Commercial General Liability and Automobile Liability Coverage's

 - Colleton County, officers, agents, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor or premises on which Contractor is performing on behalf of Colleton County. The coverage shall contain no special limitations on the scope of protection afforded to Colleton County, officers, agents, employees and volunteers.

- The Contractor's insurance coverage shall be primary insurance as respects Colleton County, officers, agents, employees and volunteers. Any insurance or self-insurance maintained by Colleton County, officers, agents, employees and volunteers shall be in excess of Contractor's insurance and shall not contribute with it.
 - Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Colleton County, officers, agents, employees and volunteers.
 - Coverage shall state the Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- **Workers' Compensation and Employers Liability and Property Coverage**
The insurer shall agree to waive all rights of subrogation against Colleton County, officers, agents, employees and volunteers for losses arising from activities and operations of Contractor in the performance of services under this agreement.
- **All Coverage:**
 - Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduces in coverage or in limits except after (30) days prior written notice has been given to Colleton County.
 - If Contractor, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. Colleton County, at its sole option, may terminate their respective Agreement and obtain damages from the Contractor resulting from said breach.
 - Alternatively, Colleton County may purchase such required insurance coverage (but has no special obligation to do so), and without further notice to Contractor, Colleton County may deduct from sums due to Contractor any premium costs advanced by Colleton County for such insurance.
- **Deductibles and Self-Insured Retentions**
Any deductibles or self-insured retention must be declared to and approved by Colleton County. At the option of Colleton County, the insurer shall reduce or eliminate such deductibles or self-insured retention's as respects Colleton County officers, agents, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses, related investigation, claim administration and defense expenses.
- **Acceptability of Insurers**
Insurance is to be in place with approved South Carolina admitted insurers rated B+X or better by *A.M. Best's* rating service.
- **Verification of Coverage**

Contractor shall furnish Colleton County with certificates of insurance and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificate and endorsements are to be received and approved by Colleton County before work commences.

- **Subcontractors**
Contractor shall include each of its subcontractors as insured's under the policies of insurance required herein.
- **Respondents must include a bid bond rating showing the maximum coverage with an A rated Surety Company.**

SECTION 5 CONFIDENTIALITY

By submitting a proposal in response to this solicitation, a respondent acknowledges that Colleton County is a governmental entity subject to South Carolina Public Records Law. The respondent further acknowledges that any material or documents provided to Colleton County may be "public record" and, as such, may be subject to disclosure to, and copying by, the public unless otherwise specifically exempt by statute. Should a respondent provide Colleton County with any materials which it believes, in good faith, contain information which would be exempt from disclosure or copying under South Carolina law; the respondent shall indicate that belief by typing or printing, in bold letters, the phrase "Proprietary Information" on the face of each affected page of such material. The respondent shall submit to Colleton County both a complete copy of such material and a redacted copy in which the exempt information on each affected page, and only such exempt information, has been rendered unreadable. In the event a respondent fails to submit both copies of such material, the copy submitted will be deemed a public record subject to disclosure and copying regardless of any annotations to the contrary on the face of such document or any page(s) thereof.

ATTACHMENT 1
PRICE PROPOSAL FORM
EMERGENCY SERVICES

NOTE: Respondents are to make no changes to the table below and are to fill it out completely.
Values must be provided for all categories below or your response may be deemed non-responsive.

1. Right-of-Way Vegetative Collection Rate

Vegetative debris collected from public or private right-of-way (ROW) and improved public lands, hauled to, and dumped at the debris management site(s). This includes the removal, collection, hauling, and disposal of all stumps less than 24 inches in diameter and any stumps not originating in the ROW (including stumps removed by third parties and placed in the ROW).

0-15 miles	\$ _____
16-30 miles	\$ _____
31-60 miles	\$ _____

2. Private Property Vegetative Collection Rate

Vegetative debris collected from private property, hauled to, and dumped at the debris management site(s). This includes the removal, collection, hauling and disposal of all stumps less than 24 inches in diameter and any stumps not originating in the ROW (including stumps removed by third parties and placed in the ROW).

0-15 miles	\$ _____
16-30 miles	\$ _____
31-60 miles	\$ _____

3. Public Right of Way Construction and Demolition Collection Rate

Construction and demolition debris collected from designated work zone, hauled to, and dumped at the debris management site(s) or other designated location.

0-15 miles	\$ _____
16-30 miles	\$ _____
31-60 miles	\$ _____

4. Cutting Partially Uprooted or Split Trees (Leaners)

Falling partially uprooted or split trees from the ROW or the overhanging portion of the ROW and placing the debris in the ROW for haul-off.

Partially Uprooted Leaner (Price is inclusive of excavating the root ball and placing it in the ROW)

Diameter of tree at 2 feet from base

Less than 24 inches Per Tree \$ _____

24-36 inches Per Tree \$ _____

Greater than 36 inches Per Tree \$ _____

Split Leaner (No exposed root ball) (Price is inclusive of flush cutting the tree trunk)

Diameter of tree at 2 feet from base

Less than 24 inches Per Tree \$ _____

24-36 inches Per Tree \$ _____

Greater than 36 inches Per Tree \$ _____

Removal of Dangerous Hanging Limbs (Hangers)

Removing hanging or partially broken limbs from trees in the ROW or limbs hanging over the ROW and placing the debris in the ROW for haul-off

Per Tree \$ _____

5. Demolition and Collection Rate

Demolish identified structures in designated work zone. Remove C&D debris from designated work zone, hauled to, and dumped at a DM Site or other designated location.

Per Cubic Yard \$ _____

6. Hazardous Stump Removal and Collection Rate

Removal and collection of stumps partially uprooted in the ROW. Stumps will be identified and certified in the ROW by Colleton County or its representative. Stumps will be hauled to and dumped at a debris management site(s) or other designated location.

Diameter of Stump at 2 feet from base

24-36 inches Per Stump \$ _____

36-48 inches Per Stump \$ _____

Greater than 48 inches Per Stump \$ _____

7. Stump Removal and Collection Rate

Removal and collection of stumps brought to the ROW. Stumps will be hauled to and dumped at a debris management site(s) or other designated location.

According to FEMA guidelines for conversion of stumps to cubic yards.

Per Cubic Yard \$ _____

8. Sand Collection (Public Property) and Screening Rate

Removal and collection of debris-laden sand from public property. Debris-laden sand will be hauled to a designated location, screened, and stockpiled at a debris management site(s). (Debris generated from screened rejects will be hauled to a debris management site(s) or other designated location.)

Per Cubic Yard \$ _____

9. Sand Collection (Private Property) and Screening Rate

Removal and collection of debris-laden sand from public property. Debris-laden sand will be hauled to a designated location, screened, and stockpiled at a debris management site(s). (Debris generated from screened rejects will be hauled to a debris management site(s) or other designated location.)

Per Cubic Yard \$ _____

10. Backfill

Supply and placement of clean fill dirt into holes created by stump removal in the ROW.

Per Cubic Yard \$ _____

11. Reduction of vegetative debris via burning at debris management site(s) or other designated location.

Per Cubic Yard \$ _____

12. Reduction of vegetative debris via grinding at debris management site(s) or other designated location.

Per Cubic Yard \$ _____

13. Reduction of C&D debris at debris management site(s) or other designated location.

Per Cubic Yard \$ _____

14. Haul-out of reduced vegetative debris

Per Cubic Yard \$ _____

15. Haul C&D debris to final disposal site

Per Cubic Yard \$ _____

16. Marine Debris Removal - removal of storm generated debris from marine environments including streams, canals, and waterfronts.

Per Cubic Yard \$ _____

17. Bank Restoration - perform river and canal shoreline restoration to include any necessary excavation, compaction, fill, and backfill of embankment soils and materials to restore banks to preexisting conditions insofar as possible.

Per Linear Foot \$ _____

18. Derelict Vessel Removal – remove sunken and derelict vessels from marine environments.

Marine Based Salvage Operations..... Per Linear Foot \$ _____

Land Based Salvage Operations..... Per Linear Foot \$ _____

*Special Consideration: Large vessels, houseboats or vessels within environmentally sensitive areas may require unexpected additional effort and further negotiation may be allowed on a case by case basis.

19. Removal of storm-damaged vehicles and vessels from post-disaster environments including towing and aggregation.

Transfer/Tow of typical passenger car

Per Vehicle \$ _____

Transfer/Tow and Handling of recreational vessels up to 24'

Per Vessel \$ _____

Operation of secure aggregation site for vehicles and vessels

Per Day \$ _____

Storage of each light and medium duty vehicle and/or vessels

Per Day \$ _____

*Special Consideration: Large vehicles, trucks, buses, vessels, houseboats or vehicles/vessels within environmentally sensitive areas may require unexpected additional effort and further negotiation may be allowed on a case by case basis.

20. Hazardous Waste Removal and Bio-hazards

Hazardous Waste/ HHW Removal per Pound \$ _____

Dead Animal Collection per Pound \$ _____

21. Operation Support Equipment –

EMERGENCY RESPONSE EQUIPMENT

Generators

GENERATOR SIZE	THREE (3) PHASE VOLTAGE REQUIREMENTS	RENT PRICE PER MONTH
15 KW	240	\$
20 KW	240	\$
25 KW	240	\$
35 KW	240	\$
40 KW	480/240	\$
50 KW	480/240	\$
60 KW	480/240	\$
75 KW	480/240	\$
100 KW	480/240	\$
125 KW	480/240	\$
150 KW	480	\$
250 KW	480	\$
500 KW	480	\$
1800 KW	480	\$

Pumps

PUMP SIZE	NOMINAL PERFORMANCE	RENT PRICE PER MONTH
4X4 High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	1000 GPM Max, 150 Feet TDH Max	\$

6X6 High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	2600 GPM Max, 160 Feet TDH Max	\$
8X8 High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	3000 GPM Max, 150 Feet TDH Max	\$
12X12 High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	5000 GPM Max, 100 Feet TDH Max	\$

Pipes and Tanks

DESCRIPTION	SIZE	RENT PRICE PER MONTH
COMPOSITE QUICK CONNECT SUCTION HOSE, 8 Foot Length, 20 PSI Minimum, Price per Section	4 inch	\$
	6 Inch	\$
	8 Inch	\$
	12 Inch	\$
QUICK CONNECT DISCHARGE HOSE, 50 Foot Length, 50 PSI Minimum, Price per Section	4 Inch	\$
	6 Inch	\$
	8 Inch	\$
QUICK CONNECT RIGID PIPING, 10 Foot Length, 175 PSI Minimum, Price per Section	4 Inch	\$
	6 Inch	
	8 Inch	
	12 Inch	

Pipes and Tanks

DESCRIPTION	SIZE	RENT PRICE PER MONTH
Roll-Off – Emergency Wastewater Storage Tanks	Nominal 22,000 Gallon Each	\$

Equipment & Labor Costs

Equipment Costs, Per Hour With Operator:	Per Hour
Dump Truck (state size)	
Dump Truck (state size)	
Dump Truck (state size)	
Bobcat	
Dozer (state size)	
Dozer (state size)	
Dozer (state size)	
Tub Grinder	
Motor Grader	
Water Truck	
Track hoe	
Loader (state size)	
Loader (state size)	
Loader (state size)	
Air Curtain Incinerator	
Backhoe	
Labor Costs	Per Hour
Laborer	
Survey Person	
Foreman	
Superintendent	
Specify Additional Equipment (use additional sheets as needed)	

Proposer understands that Colleton County reserves the right to reject any or all proposals and to waive any informality in the Proposal.

The Proposer agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving Proposals.

The undersigned declares that his firm is:

A corporation organized and existing under the laws of the

State of _____.

The undersigned declares that the person or persons signing this proposal is fully authorized to sign the Proposal on behalf of the firm listed and to fully bind the firm listed to all the conditions and provisions thereof.

It is agreed that no person or persons or company other than the firm listed below or as otherwise indicated hereinafter has any interest whatsoever in this Proposal or the contract that may be entered into as a result thereof, and that in all respects the Proposal is legal and fair, submitted in good faith, without collusion or fraud.

Respectfully Submitted:

Contractor

(SEAL – if Proposal is by a Corporation)

By: _____

Title

(Physical Address)

(Mailing Address)

S.C. General Contractor’s License No.: _____

**CONSULTANT EVALUATION FORM
COLLETON COUNTY, SOUTH CAROLINA**

PROJECT DESCRIPTION Emergency Debris Management and Removal		DATE	
PROPOSING FIRM		PROJECT NO: EPD-04	
Evaluation Criteria	Value		Score
I. Specialized experience or technical expertise of the firm and its personnel in connection with the service to be provided	1-20		=
II. Past record of performance on work of similar nature A. Team Organization B. Describe Project Experience C. Cost Control D. Timeliness	1-15		=
III. Proposed Pricing Proposed pricing for work to be accomplished with demonstrated ability to meet time and budget requirements	1-15		=
IV. Location of Firm in relationship to Colleton County	1-10		=
V. Proposed Approach For This Project A. Capability of firm to perform the work within time limitations, taking into consideration the current and planned workload of the firm	1-15		=
VI. Knowledge of Federal Emergency Management Agency (FEMA) Regulations and Procedures	1-15		=
VII. Have you been involved in litigation in the last five years? A. If so, describe circumstances and outcome B. What type and amount of liability insurance do you carry	1-10		=
REMARKS:		The highest possible score being 100.	

TOTAL SCORE _____

Evaluation Committee Member Signature