

# Bid Proposal Cover Sheet

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**Company Name**

*Please Check All That Apply*

- Read and understand the requirements set forth in the RFP.
- Have chose to bid on this project using OPTION #1
- Have chose to bid on this project using OPTION #2
- Have signed and included the Affidavit of Compliance
- Statement of No Bid if you chose not to bid
- Bid Evaluation Requirements properly filled out
  - Separate sheets are attached*
- Bid Guarantee attached
- I certify that I (my company) am not on FEMA's disbarred list
- Bid proposal reflects Burning the debris
- Bid proposal reflects Chipping / Mulching debris

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PRINTED NAME

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SIGNATURE AND TITLE

**Invitation for Bid**  
**STORM DEBRIS REMOVAL**

RETURN PROPOSAL NO LATER THAN:

Closing Time: 9:00 A.M.

Closing Date: 3/13/2008

**Contact: Emergency Management Office**

Phone: (417) 581-2126

Fax: (417) 581-2368

E-Mail: phila69682@aol.com

**ADDRESS OR HAND-CARRY IN A SEALED EMVELOPE TO:**

100 W. Church, Room 100

Ozark, MO 65721

Latitude/Longitude: N37° 1.1880', W93° 12.3159'

Please clearly mark the envelope: **Debris Proposal Bid**

**READ CAREFULLY! EACH PROPOSAL SUBMITTED, AND ANY CONTRACT ISSUED IN RESPONSE TO SUBMITTED PROPOSALS SHALL BE SUBJECT TO ALL INSTRUCTIONS AND CONDITIONS ON THIS AND ALL FOLLOWING PAGES AND ATTACHMENTS THERE TO.**

It shall be the sole responsibility of persons submitting a proposal to read and follow all instructions and specifications contained herein. Failure to do so is at bidder's risk.

The RFP document must be endorsed by a person authorized to legally bind the bidder, and **returned in its entirety** with all required attachments prior to the closing date and time. Failure to comply with this provision will result in immediate rejection of proposal.

**Christian County RFP**  
**SPECIAL INSTRUCTIONS TO BIDDERS**

1. Submitting A Proposal:
  - a. Proposals must be properly endorsed and returned in their entirety, with all necessary attachments to the Christian County Commission prior to the closing date and time.
  - b. Sealed container must be marked to clearly identify contents as Debris Removal Proposal.
  - c. Make sure Bid Proposal Cover Sheet (last page) is first page of packet.**
2. Bid Opening:
  - a. Information contained in proposals will not be released prior to the opening, and then only to those who appear at the public bid opening at The County Commission Office, 100 West Church, Room 100, Ozark, MO.
  - b. Public opening will consist of bidder's name being read aloud. Individual pricing will not be read. Upon award of contract, all submitted proposal contents shall be made available for view to the general public upon request.
3. Bidder Contact:
  - a. Unauthorized contact with county personnel other than the contact listed for this project while the bid and evaluation are in progress will result in immediate disqualification of the proposal.
4. Clarification of Requirements:
  - a. Bidders shall carefully examine the RFP document. Questions concerning discrepancies or ambiguities in specifications, instructions, and/or requirements of this document which become apparent to the bidder upon examination of the document must be submitted to the County Commission.
  - b. Failure of bidder to request clarification of terms, conditions, specifications and requirements herein will not waive the responsibility of the respondent to provide goods and/or services in accordance with the intent of this document. Signing this document shall be considered to denote thorough comprehension of the intent of the document.
5. Amendments to Bid:
  - a. No modification of, or addition to specifications or provisions contained in this document shall be made or construed to have been made unless such modification is incorporated in a written addendum to the RFP.
6. Bid Evaluation:
  - a. The bidder's proposals will be graded by the following criteria:
    - I. Experience
    - II. Technical Capabilities
    - III. Equipment
    - IV. References
    - V. Reasonableness of price
  - b. Each of the above categories will be worth 20%
  - c. Each bidder will receive a "score" for each category. 1 being the lowest and 20 being the highest.

7. **Bid Guaranty:** Each bid must be accompanied by a bid guaranty in the form of a cashier's check made payable to the Christian County or a bid bond duly executed by the bidder as principal and having as surety thereon a surety company satisfactory to the County. The guaranty so furnished shall be in the amount not less than fifty thousand dollars (\$50,000). Checks or bid bonds will be returned to all except the three lowest qualified bidders within ten (10) days after the opening of bids and the remaining checks or bid bonds will be returned within five working (5) days after Christian County and the successful bidder have executed the contract for the work.
8. **Performance Bond and a Labor, and Materials Payment Bond:** The Contractor shall furnish a Performance Bond and a Labor and Materials Payment Bond with surety approved by the County and on the forms approved by the County, each bond shall be in the full amount of the contract conditioned upon the full and faithful performance of all major terms and conditions of this contract and payment of all labor and material suppliers. It is further mutually agreed between the parties hereto that if at any time after the execution of this agreement and the surety bond(s) hereto attached for its faithful performance and payment of labor and material suppliers, the County shall deem the surety or sureties upon such bond(s) to be unsatisfactory, or if, for any reason, such bond(s) ceases to be adequate to cover the performance of the work, the Contractor shall, at its expense, within five (5) days after the receipt of notice from the County to do so, furnish an additional bond or bonds, in such form and amount, and with such surety or sureties as shall be satisfactory to the County. In such event no further payment to the Contractor shall be deemed to be due under this contract until such new or additional security for the faithful performance of the work and the payment of labor and material suppliers shall be furnished in a manner and form satisfactory to the County. The corporate surety on any performance or payment bond must be licensed by the State of Missouri and if the required bond exceeds \$25,000 must be listed in United States Treasury Circular 570.
9. **Estimated Quantities:** At this time, there are no **accurate** figures regarding total estimated quantities. However, in relation to previous disasters in Christian County, it is estimated that the quantity of debris will be somewhere around 100,000 cubic yards.

## CONTRACTUAL REQUIREMENTS

1. A contract issued to the successful bidder shall be governed by the United States and Missouri Uniform Commercial Code, and all laws of the State of Missouri as adopted and in force on the date of the agreement.
2. Items and/or services are to be furnished as described in the proposal and in strict conformity with all instructions, conditions, provisions and specifications contained in the contract. In the event of a conflict with the requirements stated in the RFP Document or the Contractor's response, the RFP document shall govern.
3. Contractor proposes and agrees to accept, as full compensation for furnished items and/or services, the amount submitted in his/her proposal. All related costs associated with completion of the project specified shall be considered by both Contractor and County to be included within this quoted price. The County shall not pay, nor be liable for any additional cost including, but not limited to taxes, insurance, interest, penalties, termination payments, etc.
4. Inspection and final acceptance will be made by a duly authorized representative of the county.
5. Contractor agrees to accept that, upon successful bid award, he/she will enter into a contract with Christian County Commission. Contractor also agrees to accept that, the cities of Billings, Clever, Fremont Hills, Highlandville, Nixa, Ozark, Saddlebrooke, and Sparta, along with the entire county, will be included in the scope of work.
6. Contractor shall comply with all applicable state and local laws, rules, regulations, ordinances, building and safety codes. It shall be the sole responsibility of the Contractor to comply with said laws, and any deviation from said laws will subject Contractor to the penalties set forth.
7. Issuance of contract shall be contingent upon submission by contractor of required insurance. Any notice of cancellation shall be given in writing to the County Commission by registered or certified mail. Contractor shall assume all responsibility for deductible amounts from such insurance and bonding, and shall indemnify and hold the county harmless there from.
8. In addition to any insurance required hereunder, contractor shall agree to reimburse the county for any damage done to county property which occurs during performance of the contract.
9. Contractor shall furnish to Christian County Commission proof of insurance for all sub contractors.
10. Contractor shall defend, indemnify and save harmless the county, its officers, agents and employees from and against all claims, damages, losses, and expenses including attorney fees arising out of or resulting from the performance of the work, caused by any act or omission of Contractor, any subcontractor, and anyone for whose acts any of them may be liable.
11. No modifications of any provision of the contract shall be made, or construed to have been made, unless such modification is mutually agreed to in writing by Contractor and County and incorporated in a written amendment to the contract.
12. It is the responsibility of the contractor to complete the project as described herein, incorporating suitable materials, and Contractor shall be solely responsible for the performance of workmanship and materials.

**Christian County  
INVITATION FOR BID  
GENERAL CONDITIONS**

**1. General:**

- a. Christian County is hereby requesting proposals from qualified contractors for Debris Removal and Disposal Services as a result of the Ice Storm of February 2008. This solicitation by Christian County will result in the selection of an experienced and qualified firm to remove and lawfully dispose of disaster generated debris for public property and public right of ways, and to set up and operate Temporary Debris Staging and Reduction Sites (TDSRS) in Christian County including the cities of Billings, Clever, Fremont Hills, Highlandville, Nixa, Ozark, Saddlebrooke and Sparta.
- b. Christian County will designate a debris management team.
- c. The contractor shall provide technical guidance and consultation, shall provide administrative support, on site management staff to work with County Officials and field supervisors, and provide all necessary operators, drivers, labors along with appropriate vehicles, equipment and hand tools to ensure a successful recovery operation.
- d. Christian County may award one contract or multiple if deemed in the County's best interest.

**2. Term**

- a. The term of this contract shall be for a period of not more than six (6) months beginning upon date of award. Considerations will be made for applicable FEMA guidelines and related deadlines set forth.
- b. Christian County reserves the right to terminate this agreement immediately with or without cause by written notice from an authorized representative of Christian County.
- c. Contractors are required to submit a statement of work experience, Technical Capabilities, Equipment and references. Contractor shall provide information only as it relates to work specified in this contract. Contractor shall also identify emergency contact(s) to include contact experience and methods of communication (phone, cell phone, fax, e-mail) to ensure twenty-four (24) hour, seven (7) days per week responsiveness.

**3. Statement of Work**

- a. The qualified firm will develop and present the scope of services, meeting the county needs including the cities of Billings, Clever, Fremont Hills, Highlandville, Nixa, Ozark, Saddlebrooke and Sparta. Contractor shall provide and pay for all labor, tools, equipment, materials, transportation, supervision and all other services and facilities of any nature necessary to accomplish the following tasks:

**I. Debris Removal**

- 1. **Debris removal from public property.** Removal of debris from public right of way. Removal of debris beyond public right 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 the county or cities listed above.

2. **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 the county project manager, with supervision of the jurisdiction involved, will accomplish the removal of debris from private property.
3. **Fill Dirt:** The contractor shall place compacted fill dirt in ruts created by equipment and other areas that pose a hazard to public access upon direction of the county project manager.

## **II. Debris Processing**

4. Collect, remove, process and deliver disaster debris to Christian County disposal facility or other facility as directed by Christian County.
5. Collection of debris shall include any reduction, separation or other processing of material needed for further removal and disposal of debris.
6. Processing of debris shall include the establishment and operation of one (1) temporary debris staging and reduction site (TDSRS) in the affected jurisdiction where collected debris may be sorted and burned or otherwise processed for transport and disposal to a landfill, or other facility, located within the affected jurisdiction or as designated by Christian County.
7. All processing activities shall be conducted in compliance with all Federal, State and local rules and regulations.
8. The Contractor shall be responsible for assisting Christian County in obtaining all permits needed to construct, operate, maintain, close and reclaim each TDSRS. Environmental permits are the responsibility of Christian County.
9. The final disposal site shall have upon it an inspection site sufficient support a minimum of three (3) inspectors. Each inspector must be able to view all incoming and exiting roads
10. All loads brought to a TDSRS shall be inspected and recorded by the Contractor and Christian County.
11. The Contractor shall maintain each TDSRS in accordance with all Federal, State and Local rules and regulations, including at a minimum, erosion control, storm water management and fire control.
12. The Contractor shall provide stabilized ingress and egress to the TDSRS and shall maintain such access throughout the life of the site.
13. The Contractor shall stockpile all earthen type debris obtained from the screening of debris and shall stabilize and maintain such stockpiles until ordered removed by the Christian County.
14. The Contractor shall reclaim the site upon the completion of the processing activities, to include at a minimum, removal of all equipment and debris, grading of the site to its historical condition and seeding and mulching of the exposed areas.

15. The Contractor shall be responsible for disposal fees at any disposal facilities. The Contractor shall provide and pay for all necessary labor, tools and equipment to execute the work described in this Scope of Work and all required services in the bid

16. The Contractor shall provide assistance to Christian County in potential Federal reimbursement efforts.

- b. No work shall be initiated unless specifically authorized by an executed Notice to Proceed duly issued by the designated representative of Christian County. Each Notice to Proceed shall specifically delineate the specific tasks to be accomplished, the estimated period within which the task should be accomplished and shall contain a "Not-To-Exceed" price for any time and material portions of the Scope of Services.
- c. Work performed pursuant to a Notice to Proceed shall be invoiced referencing established Blanket Purchase Order pricing to Christian County along with supporting data required by Christian County. Christian County shall pay Contractor for invoiced amounts based upon established pricing.
- d. Disposal of debris shall be at sites approved by Christian County and may be any site designated for disposal by the Federal, State and Local governments. Additional sites may be designated as needed. All transport vehicles shall be safely and properly covered.

#### **4. Report Requirements**

- a. Should a contract be awarded and implemented, reporting requirements shall include the following:
  - I. Full and detailed daily itemized records indicating all services and site expenditure performed by the contractor. Documentation of all costs associated with emergency incidents in a timely manner to assist the County in cost recovery in accordance with established Federal Emergency Management Agency (FEMA) requirements. Must coordinate with appropriate County staff regarding proper billing procedures to meet FEMA reimbursement requirements. Invoicing requirements shall include segregation of costs by site or Damage Survey Reports (DSRs).
  - II. The contractor shall make such periodic reports to the County as necessary to detail the progress of debris removal and disposal and additional services provided.

#### **b. Inspection Sites**

- I. The County may designate Inspection Sites for use by monitoring personnel. The county shall employ monitors that will travel with each truck to ensure proper operations. The monitors will originate and complete the Debris Removal Ticket, assist trucks with traffic control and ensure trucks are only hauling and trimming eligible debris.
- II. A daily report detailing: the Zone and Section number, street names and addresses where particular passes for debris removal were conducted and/or completed; the total number of personnel engaged in debris management operations on that day, the number of loaders and debris hauling vehicles in operation on that day; the daily and

aggregate volumes of debris, by type, removed and disposed of; the percent completion of the project; the estimated completion date; any inspections conducted by federal, state or local government agencies; any damages to private property caused by contractor operations; any reports of damage claims made by citizens; the number, name, and location of each debris management site in operation to include numbers of air curtain incinerators, pit burners, grinders, chippers and mulching machines in operation; and any other information as may be required to fully and completely describe the contractor operations conducted on that day.

- c. At final acceptance of the project by the County, the contractor shall prepare and submit a detailed description of all debris management activities conducted, to include, but not be limited to total volumes of debris managed, by type; the total cost of the project; suggestions for improving operations in the future; and any other additional information as may be necessary to adequately document the conduct of debris management operations.
  - i. Submittal of written reports documenting all action taken to assess and dispose of hazardous materials.
  - ii. Other services as identified within the course of the contract.
  - iii. The County may withhold payment or make such deductions as deemed necessary to insure reimbursement or replacement for loss or damage to property through negligence of the awarded contractor or his agent.

## **5. Schedule / Commencement of Services**

- a. Christian County anticipates the performance for services related to this contract to begin upon approval by the appropriate levels of authority within the County and upon a "Notice to Proceed" to start work and the notice to reduce resources and to end work.
- b. The contractor shall supply estimated response time in their bid including mobilization, based on the tasks identified or as further explained by the contractor.

## **6. Payment**

- a. Partial payments in the full amount for the value of services and accepted may be requested by the submission of a properly executed **original** invoice, with supporting documents referencing FEMA Cost Code Listing. Payment for accepted services will be accomplished by submission of an **original** invoice, in duplicate, to: Christian County Commission, 100 W. Church, Room 100 Ozark, MO 65721

**7. Document Handling in the Event of Disaster** In the event that due to disaster any offices referenced in this contract are not available all documents shall be forwarded to the Emergency Operations Center.

**8. Codes and Regulations** The awarded contractor(s) shall strictly comply with all federal, state and local building and safety codes.

**9. Protection of Property/Security** The awarded contractor shall provide all barricades and take all necessary precautions to protect buildings and personnel. All work shall be completed in every respect and accomplished in a professional manner and awarded contractor shall provide for removal of all debris from County property. The awarded contractor shall at all times guard against damage or loss to

property of Christian County or of other vendors or contractors, and shall be held responsible for replacing or repairing any such loss or damage. The awarded contractor shall at all times guard against injury to Christian County employees. The contractor shall properly fence and secure the construction site(s) at all times, including evenings and weekends. The awarded contractor(s) must, at all times, comply with State of Missouri and Occupational Safety and Health Administration (OSHA) safety regulations.

**10. SUB-CONTRACTING:**

- a. Contractor shall not assign, transfer, or sub-contract this contract, either in whole or in part, without prior written approval of Christian County.
- b. Subcontractor shall provide the County with all certificates of insurance required by this contract.
- c. The subcontractor shall be fully responsible for the performance of his company and completion of all work as outlined in these specifications. The subcontractor shall employ sound practices and methods standard in the industry. Supervision of personnel shall be conducted in a competent and professional manner. All personnel shall wear uniforms bearing the company name and all vehicles shall be likewise identifiable.
- d. The subcontractor shall fully comply with all Federal, State and County laws and regulations concerning labor, work hours, labor conditions and wage rates. The subcontractor is also reminded that he must fully adhere to the Federal Occupation Safety and Health Act. (OSHA)
- e. Contractor shall submit a detailed description to the County of work performed by an approved subcontractor.
- f. Contractor shall be responsible for all payments to an approved subcontractor within thirty (30) calendar days of when services were provided for this contract.
- g. Contractor shall submit proof of payment to the County of all work performed by an approved subcontractor.

**11. Special Provisions**

- a. **Termination:** The County may cancel the contract at anytime upon ten (10) days advance written notice if the Contractor is consistently unable to schedule services compatible to the County's required workload schedule or project site. The County may also cancel the contract, at anytime, if the Contractor fails to comply fully with the specifications stated herein. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any such breach of the contract by the Contractor.
- b. **County's Right to Proceed:** In the event this contract is terminated pursuant to Paragraph a above, then the County may take over the work and prosecute the same to completion, by contract or otherwise, and Contractor and its sureties shall be liable to the County for any costs over the amount of this contract thereby occasioned by the County. In any such case the County may take possession of, and utilize in completing the work, such materials, appliances and structures as may be on the work site and are necessary for completion of the work. The foregoing provisions are in

addition to, and not in limitation of, the rights of the County under any other provisions of the contract, County ordinances, and state and federal laws.

- c. **Termination for Convenience of Christian County:** Christian County shall have the right by written notice to Contractor to terminate and cancel this contract, without cause, for the convenience of the County, and Contractor shall immediately stop work. In such event County shall not be liable to Contractor except for work performed prior to such notice in an amount proportionate to the completed contract price and for the actual costs of preparations made by Contractor for the performance of the canceled portions of the contract, including a reasonable allowance of profit applicable to the work performed and such preparations. Anticipatory profits and consequential damages shall not be recoverable by Contractor. The Contractor shall make every effort to mitigate cost to the County. The Contractor shall attempt to return for credit any materials purchased by the Contractor for use under this contract. Payments due the Contractor resulting from termination of contract pursuant to this paragraph shall be offset by any progress payments made by the County to the Contractor.
- d. **Appropriation of Funds:** In the event that funds are not appropriated by Christian County for any term of the contract or extension thereto or portion of any term of the contract which falls in a fiscal period other than a fiscal period for which funds have been appropriated, the contract shall terminate without notice at the end of the fiscal period for which funds are appropriated.
- e. **Modifications:** The scope of work to be done under the Contract shall be subject to modification and supplementation upon the written agreement of the duly authorized representatives of the contracting parties. No provision in the Contract shall be changed or modified without the execution of a formal amendment to the Contract, mutually agreed to by the County and the Contractor and processed through the County Commission. Upon request by the County, the Contractor shall provide an estimate of cost of any additional work or services to be incorporated by a modification to the Scope of Work and the Contract.
- f. **Conflict of Interest – Christian County:** No salaried officer or employee of the County shall have a financial interest, direct or indirect, in this Contract. A violation of this provision renders the Contract void. Any federal regulations and applicable provisions in Section 105.450 et seq. RSMo. shall not be violated.
- g. **Assignment:** The Contractor shall not assign to another Contractor or Subcontractor any delivery requirement that cannot be performed for any reason by the Contractor. The County reserves the right to proceed with the alternative Contractor to provide the required delivery but only following the issuance of a written purchase order covering the applicable department requirements.
- h. **Conflict of Interest - Contractor:** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services to be performed under this Contract. The Contractor further covenants that in the

performance of this Contract no person having such interest shall be employed.

- i. **Non-Discrimination:** The Contractor agrees in the performance of this Contract not to discriminate on the grounds of, or because of, race, creed, color, national origin or ancestry, sex, religion, handicap, age or political opinion or affiliation, against any employee or Contractor or applicant for employment and shall include a similar provision in all subcontracts let or awarded hereunder.

12. **Insurance Requirements:** Without limiting any of the other obligations or liabilities of the Contractor, the Contractor shall secure and maintain at its own cost and expense, throughout the duration of this Contract and until the work is completed and accepted by the County, insurance of such types and in such amounts as may be necessary to protect it and the interests of the County against all hazards or risks of loss as hereunder specified or which may arise out of the performance of the Contract Documents. The form and limits of such insurance, together with the underwriter thereof in each case, are subject to approval by the County. Regardless of such approval, it shall be the responsibility of the contractor to maintain adequate insurance coverage at all times during the term of the Contract. Failure of the Contractor to maintain coverage shall not relieve it of any contractual responsibility or obligation or liability under the Contract Documents. The certificates of insurance, including evidence of the required endorsements hereunder or the policies, shall be filed with the County within ten (10) days after the date of the receipt of Notice of Award of the Contract to the Contractor and prior to the start of work. All insurance policies shall provide thirty (30) days written notice to be given by the insurance company in question prior to modification or cancellation of such insurance. Such notices shall be mailed, certified mail, return receipt requested, to:

100 W. Church, Room 100. Ozark, MO 65714

The minimum coverage for the insurance referred to herein shall be in accordance with the requirements established below:

- a. **Workers' Compensation** Statutory coverage per R.S.Mo. 287.010 et seq
- b. **Employer's Liability** **\$2,000,000.00**
- c. **Commercial General Liability Insurance**, including coverage for Premises, Operations Products and Completed Operations, Contractual Liability, Broad Form Property Damage, Independent Contractors, Explosion, Collapse, and Underground Property Damage and endorsed for blasting if blasting required. Such coverage shall apply to Bodily Injury and Property Damage on an "Occurrence Form Basis" with limits of **Two Million Dollars (\$2,000,000.00)** for all claims arising out of a single accident or occurrence and **\$500,000.00** for any one person in a single accident or occurrence.
- d. **Automobile Liability Insurance** covering Bodily Injury and Property Damage for owned, non-owned and hired vehicles with limits of **Two Million Dollars (\$2,000,000.00)** for all claims arising out of a single accident or occurrence and **\$500,000.00** for any one person in a single accident or occurrence.

- e. **Subcontracts:** In case any or all of this work is sublet, the Contractor shall require the subcontractor to procure and maintain all insurance required in subparagraphs (a), (b) and (c) hereof and in like amounts. Contractor shall require any and all subcontractors with whom it enters into a contract to perform work on this project to protect the County through insurance against applicable hazards or risks and shall, upon request of the County, provide evidence of such insurance.
- f. **Notice:** The Contractor and/or subcontractor shall furnish the County prior to beginning the work, the policy as specified in subparagraph (d), and satisfactory proof of carriage of all the insurance required by this contract, with the provision that policies shall not be canceled, modified or non-renewed without thirty (30) days written notice to Christian County.

### 13. LIABILITY AND INDEMNITY:

- a. In no event shall the County be liable to the Contractor for special, indirect, or consequential damages, except those caused by the County's gross negligence or willful or wanton misconduct arising out of or in any way connected with a breach of this contract. The maximum liability of the County shall be limited to the amount of money to be paid or received by the County under this contract.
- b. The Contractor shall defend, indemnify and save harmless the County, its elected or appointed officials, agents and employees from and against any and all liability, suits, damages, costs (including attorney fees), losses, outlays and expenses from claims in any manner caused by, or allegedly caused by, or arising out of, or connected with, this contract, or the work or any subcontract there under (the Contractor hereby assuming full responsibility for relations with subcontractors), including, but not limited to, claims for personal injuries, death, property damage, or for damages from the award of this contract to Contractor, notwithstanding any possible negligence, whether sole or concurrent, on the part of the County, its officials, agents and employees.
- c. The Contractor shall indemnify and hold the County harmless from all wages or overtime compensation due any employees in rendering services pursuant to this agreement or any subcontract, including payment of reasonable attorneys' fees and costs in the defense of any claim made under the Fair Labor Standards Act, the Missouri Prevailing Wage Law (13) or any other federal or state law.
- d. The indemnification obligations of Contractor hereunder shall not be limited by any limitations as to the amount or type of damages, compensation or benefits payable by or for the Contractor, under any federal or state law, to any person asserting the claim against County, its elected or appointed officials, agents and employees, for which indemnification is sought.
- e. The indemnification obligations herein shall not negate, abridge or reduce in any way any additional indemnification rights of the County, its elected or appointed officials, agents and employees, which are otherwise available under statute, or in law or equity.
- f. Contractor affirms that it has had the opportunity to recover the costs of the liability insurance required in this agreement in its contract price. Contractor's

obligation under this agreement to defend, indemnify and hold harmless any person from that person's own negligence or wrongdoing is limited to the coverage and limits of the applicable insurance required of Contractor under this agreement.

14. **ADDITIONS, DELETIONS, CHANGES:** No one can authorize any additions, deletions, or changes to the work, before or during term of the contract, unless approved change orders have been issued by the County Commission. The County will not be responsible for any additional charges unless authorized change order has been issued.
15. **Escalation/DeEscalation:** Bid prices shall remain firm for a period of one year from the date of award. The contract prices may be changed after the first year for the following reasons:
  - a. An increase or decrease in the supplier's cost of materials may be justification for price change; however, this shall not be construed in any way to increase vendor's margin of profit and shall not exceed the maximum allowable FEMA reimbursement cost.
  - b. All written request for price increase must include backup documentation as to the nature of the increase and shall be submitted to Christian County Commission at least 45 days prior to the scheduled price increase/decrease or renewal of contract. Approval of each request shall be by written confirmation from the County Commission. If the County should consider said increase unwarranted or unreasonable, the County reserves the right to terminate the contract with the vendor. Any price decline at the manufacturer's level shall be reflected in an immediate reduction of the contract prices and the vendor shall notify the buyer of said decline.
16. **Criteria for Award:**
  - a. The bidder's proposals will be graded by the following criteria:
    - i. Experience
    - ii. Technical Capabilities
    - iii. Equipment
    - iv. References
    - v. Reasonableness of price
  - b. Each of the above categories will be worth 20%
  - c. Each bidder will receive a "score" for each category. 1 being the lowest and 20 being the highest.

## **BID SPECIFICATIONS**

### **1. DEBRIS REMOVAL (LOAD AND HAUL)**

#### **a. GENERAL**

- i. Debris Removal shall include the loading and hauling of eligible disaster-generated debris to an approved Temporary Debris Staging and Reduction (TDSR) site identified by the County. The Contractor shall provide all labor, equipment, machines, and tools necessary to perform necessary vegetative debris removal.
- ii. The Contractor shall provide all management, supervision, labor, machines, tools, and equipment necessary to sort, load, and haul disaster-generated debris.

#### **b. MOBILIZATION**

- i. The Contractor shall mobilize management staff to the County within two (2) days following the notice to proceed.
- ii. The Contractor shall mobilize personnel and equipment for this task and shall be fully mobilized to begin debris removal operations within three (3) days following the notice to proceed. Debris Removal Work within the County will be prioritized by the County or its agents.

#### **c. WORK SCHEDULE**

- i. The Contractor is to provide an interim schedule within two (2) days and a final plan within five (5) days following the notice to proceed. This plan should include a plan for subcontracting activities, number of hauling units and personnel and a safety action plan for all operations.
- ii. Daily reporting is required with updates on the scheduled activities. This reporting shall include the following: name of the Contractor, number of trucks in use, number of loading equipment, and number of personnel working. The report shall include daily and cumulative to date statistics on the number of truckloads, the number of cubic yards of debris hauled, the locations of completed work and the locations of current work. The cumulative and daily statistic totals shall be reported.
- iii. The Contractor will be required to work, at minimum, a eight (8) hour day six (6) days a week during the first pass removal phase. The Contractor will be required to work, at minimum, a ten (10) hour day six (6) a week during the remaining debris removal passes; The County reserves the right to extend or reduce the hours and days of operation during the contract period. The workday shall be conducted during daylight hours. The Contractor may work more than eight (8) hours per day if approved. The Contractor shall coordinate with the County and its representatives and TDSR site contractors to establish the work hours and to develop schedules.

#### **d. PERFORMANCE SCHEDULE**

- i. The Contractor shall commence performance no later than three (3) calendar days after the notice to proceed..
- ii. The Contractor shall, with the County's direction, provide a work plan showing where operations will begin and which streets/roads will be

cleared on a 2, 7, & 14-day projection. The plan shall be updated every day.

- iii. Maximum allowable time for completion will be September 13, 2008, unless the County initiates additions or deletions to the contract by written change orders. Subsequent changes in, completion time will be, equitably negotiated by both parties pursuant to applicable state and federal law. Liquidated damages shall be assessed at \$2,500.00 per calendar day for any time over the maximum allowable time established by the contract.

**e. SCOPE**

- i. Work within the County will be prioritized by the County or its representatives from each city involved in this contract. The Contractor shall be prepared to respond within the framework of the established schedule to priorities as they are established by the County and each city involved in this contract.
- ii. Many Government agencies will be working in the area; however, the County's Debris Manager will coordinate and direct the operations to remove the County's debris.
- iii. The Contractor shall provide a project manager to oversee the work. The Contractor's project manager will be required to attend daily project meetings with the County for the duration of the work.
- iv. The Contractor shall provide the County with an updated list of all subcontractors including phone numbers of contact personnel.
- v. 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 eight (8) hours or replaced with similar equipment within one (1) day. The County prefers the use of self-loading equipment for removing debris and reserves the right to require self-loading equipment in various areas throughout the County.
- vi. The work shall consist of removing any and all "eligible" debris, primarily from the public Right-Of-Way (ROW) of streets and roads, as directed by the County. Work will include:
  - 1. examining debris to determine whether or not the debris is eligible vegetative debris.
  - 2. loading the debris and hauling the debris to an approved TDSR
  - 3. reducing the debris by incineration.
  - 4. hauling and dumping the reduced debris at an approved dumpsite or landfill.
  - 5. Ineligible debris will not be loaded, hauled, or dumped under this contract.
- vii. Debris removal shall include all eligible disaster related debris found on the ROW within the area designated by the County or its representative. The 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 the County. Three passes are planned for the residential areas. 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 the County.

- viii.** 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.
- ix.** All debris shall be mechanically loaded and reasonably compacted. "Hand-Loading" is not permitted under this contract without the approval of the County.
- x.** 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 two (2) days of receiving said claim; information such as method of repair and timeline for completion shall be discussed. The Contractor shall provide the County with a weekly report outlining the status of all damage concerns.
- xi.** Disaster-related debris shall be separated into clean vegetative debris. Hauling of mixed loads will require approval from the County prior to loading. Ineligible debris shall be left in place, except those items directed by the County.
- xii.** All stump remnants less than 73 inches, 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 the County.
- xiii.** All trees that meet the criteria do be totally removed, shall be cut flush with the ground.
- xiv.** The Contractor shall ensure all assigned/eligible debris is removed from the Load Site before moving to other Load Sites. During the Debris Removal process it will be required that each Load Site be

cleaned to the point that an average residential lawn mower can safely mow the area. All debris and debris residue must be removed from the pavement.

- xv. The Contractor shall not move from one designated work area to another work area prior to receiving authorization from the County.
- xvi. The Contractor shall provide sufficient field supervision for all assigned activities. The contractor shall provide a minimum of three (3) field supervisors at all times
- xvii. The Contractor shall remove from service all unsafe, malfunctioning and/or equipment leaking oil or other fluids immediately. The Contractor shall be responsible for removing all leaked fluids from the effected soil and pavement.
- xviii. After being loaded in the work area, trucks shall have their loads trimmed so that no debris extends beyond the bed in any direction. All loose debris shall be reasonably compacted on the hauling vehicle by use of the loading equipment. All debris shall be adequately secured while being transported to the designated TDSR/dump sites. This shall include tarps and other mechanical means to ensure no loss of debris. All equipment that is hauling debris to the TDSR sites shall be capable of self-dumping or removing its load without assistance from other equipment.
- xix. The Contractor is responsible for coordinating with the County and its representatives the loading and hauling of all eligible disaster related debris to the TDSR/dump sites.
- xx. Any material classed as hazardous or toxic waste shall be reported immediately to the County.
- xxi. Standing broken utility poles; damaged and downed utility poles and appurtenances; transformers and other electrical and communications material are not eligible debris and shall be reported to the County.
- xxii. The Contractor is to notify the County of any situation which poses a health or safety risk to workers on site.

**f. MEASUREMENT**

- i. Measurement for debris removed will be by the cubic yard as determined through truck and trailer measurement. Partial loads will be adjusted down by visual inspection by the County. Load measurements will be documented on Load Tickets.
- ii. All tree stump remnants that are not attached to the ground by roots will be considered normal vegetative debris.

**g. PAYMENT**

- i. Payment for the removal of vegetative debris to include all costs associated with loading, hauling and dumping will be paid for under the contract bid item for Vegetative Debris.
- ii. There will be no payment for mobilization and demobilization.
- iii. Payment for work completed will be invoiced on a thirty (30) day basis. Invoices will be based on verified quantities from the daily operational reports.
- iv. A ten percent (10%) retainage will be withheld until the end of the project, including ticket reconciliation.
- v. All invoices must be submitted with a detailed tabular report listing all individual load tickets. The report must meet the County's requirements for invoicing and be approved prior to the invoicing process.
- vi. All payments made under this contract will be in accordance with PAYMENTS clauses located in other sections of this contract.

**2. TEMPORARY DEBRIS STAGING AND REDUCTION SITE MANAGEMENT FOR DEBRIS REDUCTION**

**a. GENERAL**

- i. The Contractor shall manage and operate the Temporary Debris Staging and Reduction (TDSR) sites as approved at various locations by the County.
- ii. The Contractor shall provide all management, supervision, labor, machines, tools, and equipment necessary to accept, process, reduce, incinerate, sort and dispose of disaster related debris, and cleanup and restore the site. The debris to be processed will consist of vegetative debris. Final haul out of processed disaster-related debris may be required.
- iii. Reduction of vegetative debris shall be through incineration.

**b. MOBILIZATION**

- i. The Contractor shall mobilize management staff to the County within three (3) days following the notice to proceed.
- ii. The Contractor shall mobilize personnel and equipment for this task and shall be fully mobilized to begin debris reduction operations within three (3) days following the Notice to Proceed. Temporary Debris Staging and Reduction Site Management Work as designated by the County or proposed by the Contractor and approved by the County will be prioritized by the County. Upon receipt of a task order, the contractor will execute entire scope within thirty (30) calendar days of the final haul-in of disaster-related debris.

**c. WORK SCHEDULE**

- i. The Contractor is to provide an interim schedule within 48 hours and final plan within five (5) days following the notice to proceed. This plan should include a plan for subcontracting activities and a safety action plan for all operations.
  - 1. Daily reporting is required with updates on the scheduled activities. This reporting shall include, at a minimum, the

following: name of the Contractor, contract number, number of processing equipment, and personnel working. The report should include daily and cumulative reduction rate estimates to date. The cumulative and daily statistic totals for each debris type shall be reported separately.

- ii. The required schedule for the debris removal contractor is as follows:
- iii. The Contractor will be required to work, at a minimum, an eight (8) hour day six (6) days a week during the first pass removal phase. The Contractor will be required to work, at a minimum, an eight (8) hour day six (6) days a week during the remaining debris removal passes; the County reserves the right to extend or reduce the hours and days of operation during the contract period. The workday shall be conducted during daylight hours. The Contractor may work more than eight (8) hours per day if approved. The Contractor shall coordinate with the County and its representatives and TDSR site contractors to establish the work hours and to develop schedules.
- iv. The Contractor may be required to work up to twenty-four (24) hours, seven (7) days a week to meet the debris reduction and processing production requirements.

**d. PERFORMANCE SCHEDULE**

- i. The Contractor shall commence performance no later than three (3) calendar days after the notice to proceed.
- ii. The Contractor is required to diligently pursue completion of this project.
- iii. All work, including site restoration prior to close-out, shall be completed within thirty (30) calendar days after receiving notice from the County that the last load of debris has been delivered, unless the County initiates additions or deletions to the contract by written change orders. Subsequent changes in completion time will be equitably negotiated by both parties; pursuant to applicable state and federal law. Liquidated damages shall be assessed at \$2,500 per calendar day for any time over the maximum allowable time established above.

**e. SCOPE**

- i. The Contractor will establish lined temporary storage areas for ash, hazardous and toxic waste, fuels, and other materials that can contaminate soils, runoff, or groundwater. The Contractor shall set up plastic liners under stationary equipment such as fuel tanks, generators and mobile lighting plants unless otherwise directed by the County. The Contractor shall properly dispose of these items, with the County's approval, at his own expense.
- ii. The Contractor shall be responsible for establishing site layout and development.
- iii. The Contractor will be responsible for establishing and maintaining an entrance, exit and internal haul roads at each assigned TDSR site.

- iv. The Contractor shall provide a project manager to oversee the work. The Contractor's project manager will be required to attend daily project meetings with the County for the duration of the work.
- v. The Contractor shall provide the County with an updated list of all subcontractors including phone numbers of contact personnel as well as a contact available on a 24 hour basis.
- vi. Prior to the County assigning work, the Contractor shall provide the County with an affidavit from each subcontractor stating there is a signed contract between the Contractor and subcontractor.
- vii. The Contractor will be responsible for traffic control, dust control, erosion control, fire protection, on-site roadway maintenance, and security and safety measures.
- viii. The Contractor shall manage the site to accept debris collected under other contracts if authorized by the County and the Contractor will not be paid for loading or hauling of debris delivered to the debris site by others. The Contractor will be paid for reduction and disposal, as required under this contract, for debris brought to the debris site. The contractor will **NOT** accept any debris brought to the debris site by private Commercial businesses that do not have contracts with the County. The Contractor shall direct traffic entering and leaving the site, and shall direct dumping operations at the site.
- ix. The Contractor shall be responsible for sorting and stockpiling the debris at the site. Debris shall be segregated into
  1. burnable vegetative debris,
  2. ash residue, at a minimum.
- x. Upon completion of the debris reduction process, the Contractor will clear the site of all debris and restore the site to the satisfaction of the County
- xi. The Contractor shall conduct the work so as not to interfere with the disaster response and recovery activities of federal, state, and local governments or agencies, or of any public utilities.
- xii. 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 handling, processing and reduction. The Contractor shall repair all damage to existing grade, road shoulders, trees, shrubs, grassed, and etc. areas caused by the Contractor's equipment or personnel. The Contractor shall preserve and protect all existing structures and vegetation on or adjacent to the area of work.
- xiii. The Contractor shall process (burn) all stumps and large logs that have been hauled to the TDSR site. The price for processing the stumps and logs will be included in the overall price for processing vegetative debris.
- xiv. The Contractor shall ensure all debris is processed and hauled from the TDSR sites before moving to other sites without the approval from the Christian County.

- xv. The Contractor shall provide sufficient site supervision of all assigned activities. The contractor shall provide at least one (1) supervisor at every TDSR site.

f. **SITE PLAN AND MANAGEMENT**

- i. Christian County already has a site selected for use as a TDSR site. The Contractor shall evaluate the site for the presence of wetlands and/or endangered and threatened species, and provide written reports of the findings of the studies. The following site is available for use at no cost, but need to be evaluated by the contractor for suitability:
  - 1. "Old Ozark Airport", N. 22<sup>nd</sup> St., Ozark
- ii. The Contractor shall provide a site operations plan for review and approval by the County prior to beginning work. At a minimum, the plan shall address the following:
  - 1. Access to site
  - 2. Site management, to include point-of-contact, organizational chart, etc.
  - 3. Traffic control procedures
  - 4. Site security
  - 5. Site safety
  - 6. Site layout/segregation plan
  - 7. Hazardous Waste materials plan
  - 8. Environmental mitigation plan, including considerations for smoke, dust, noise, traffic, buffer zones, and storm water runoff as appropriate.
- iii. The Contractor shall be responsible for preparing the site(s) to accept the debris. This preparation shall include clearing, erosion control, grading, construction and maintenance of haul roads and entrances, and the installation of inspection towers. The Contractor shall provide utility clearances and sanitation facilities. The Contractor shall protect existing structures at the sites and repair any damage caused by his operations at no additional cost to the County.
- iv. The Contractor shall be responsible for installing site security measures and maintaining security at the site.
- v. The Contractor shall manage the site to minimize the risk of fire.
- vi. The Contractor shall provide a minimum of one (1) spotter at each debris type dumping/staging location within the TDSR sites to ensure the debris is staged in the proper location. The Contractor shall remove all contaminants and hazardous waste from debris dumped at this TDSR/dump sites and store it in the appropriate locations.
- vii. The Contractor shall be responsible for the storage, removal, and containment of ash from all burning operations. The containment area will be "wetted down" periodically under this contract to prevent particles from becoming airborne.
- viii. The Contractor shall designate a location within each TDSR site for equipment repairs. The Contractor shall not repair equipment outside

of the designated equipment repair location without the approval of the County.

- ix. The Contractor shall remediate to pre-existing conditions the entire TDSR(s) sites without additional cost to the County\
- x. The contractor shall construct at least one (1) inspection tower at each TDSR/dump site. The County may require additional inspection towers to improve traffic flow through the TDSR sites, at no additional cost to the County. At a minimum the tower(s) shall be constructed as such; the tower shall be constructed using pressure treated wood the floor elevation of the tower shall be ten (10) foot above the existing ground elevation, the floor area shall be 8' by 8', constructed of 2"x 8" joists, 16" O.C. with ¾" plywood supported by four 6" x 6" posts, the perimeter of the floor area shall be protected by a 42-inch high wall constructed of 2" x 4" studs and ½" inch plywood, the floor area shall be covered with a corrugated tin roof or approved equivalent, the roof shall provide a minimum of 6'-6" of headroom below the support beams and the access to the tower shall be wooden steps with a handrail.
- xi. The Contractor shall be responsible for the closure of the debris site within thirty (30) calendar days of receiving the last load of disaster-related debris. This closure shall include removal of site equipment, debris, and all remnants from the processing operation (such as temporary toilets, observation towers, security fence, etc.), grading the site; provide environmental remediation and restoring the site to pre-work conditions. The site will be restored in accordance with all State and Local requirements. The Contractor shall receive approval from the County as to the final acceptance of a site closure. Final payment shall be released to the Contractor upon acceptance by the County.

### 3. DEBRIS REDUCTION

- a. During the initial planning stage following a disaster, The County will make a determination as to the type of reduction method that will be used for vegetative debris at each TDSR site. The following four (4) methods may be selected for the reduction of vegetative debris:
  - i. Below-Grade Air-Curtain Pit Burning
  - ii. Above-Grade Air-Curtain Pit Burning
  - iii. Portable Air-Curtain Pit Burning
  - iv. Open Burning
- b. **AIR-CURTAIN PIT BURNING** (One of the following two methods of burning ("i" or "ii") can be used based on the water table. The selected method must be approved by the County.)
  - i. **ABOVE-GRADE PIT; HIGH WATER TABLE**
    - 1. The air-curtain pit burning method incorporates an earthen pit, constructed by building above grade, and a blower. The blower and pit make up an engineered system that must be precisely configured to properly function. The blower must have adequate air velocity to provide a "curtain effect" to hold smoke in and to feed air to the fire below. The pit configuration must

have a precise width, depth and length to compliment the blower.

ii. **BELOW-GRADE PIT; LOW-WATER TABLE**

1. The air-curtain pit burning method incorporates an earthen pit, constructed by digging below grade, and a blower. The blower and pit make up an engineered system that must be precisely configured to properly function. The blower must have adequate air velocity to provide a "curtain effect" to hold smoke in and to feed air to the fire below. The pit configuration must have a precise width, depth and length to compliment the blower.
2. Minimum required air velocity measured at the nozzle is 8,800 ft/min (100 mph). Minimum airflow rate measured at the nozzle is 900 cubic feet per min per linear foot of pit length. (As an example, a 20 ft long pit would require a blower with a nozzle velocity of 8,800 ft/min and nozzle output rate of 18,000 cfm. This example is intended for explanation purposes only, and does not imply a recommended pit length for actual operations.)
3. The pit should be a maximum of 8 feet wide, and should be from 12 to 20 feet deep. The actual pit dimensions should be such that the system functions properly.
4. The pits must be constructed out of a highly compactable material that will hold its shape and support the weight of the loading equipment. There shall be an impervious layer of clay, coquina rock or limestone on the bottom of the pit to provide a barrier for ground water protection. This layer shall be a minimum of one (1) foot thick and be repaired as necessary after each ash removal operation.
5. There is to be a minimum distance of 100 feet between the burn area and the nearest debris piles. There is to be a minimum distance of 1000 feet between the burn area and the nearest building. Contractors are responsible for assuring that the public and workers are kept a safe distance from the burn site.
6. The burn will be extinguished at least two hours before removal of the ash mound. Wetting of the ash will be necessary to reduce dust while removing ash.
7. The burn pits must be made of clay, coquina rock, limestone or other highly compactable material and be capable of supporting the wheel weight of the loading equipment. There should be an impervious layer of clay, coquina rock or limestone on the bottom of the pit to attempt to seal the ash from the aquifer. This impervious layer should be at least one foot thick, and should be repaired or replaced if scraped by bulldozers, excavators, or other equipment.

8. The ends of the pits must be sealed with dirt, ash or other material to a minimum height of four feet.
9. A twelve-inch dirt seal must be placed on the lip of the burn pit area to seal the blower nozzle. The nozzle should be three-to-six inches from the edge of the pit.
10. There should be one-foot high warning stops running the length of the pits to alert equipment operators when they are close to the pit. The warning stops should be constructed of fireproof material.
11. No hazardous or contained-ignitable material is to be dumped into the pit.
12. The airflow should hit the wall of the pit at about two feet below the edge of the pit and the debris should not break the path of the airflow, except during dumping.
13. The length of the pit should be no longer than the length of the blower system, and the pit should be loaded uniformly along the length.
14. The contractor is responsible for ensuring that the public is protected from the burn operation. Signs, fences, and other measures can be used depending on site conditions.
15. Emissions must meet state and federal standards for burning operations.
16. The Contractor shall be responsible for dust control while handling ash materials.
17. The Contractor shall apply for and obtain all federal, state and local permits for burning

**c. PORTABLE AIR CURTAIN INCINERATORS**

- i. Portable incinerators use the same principles as air-curtain pit systems. The primary difference being portable incinerators utilize a pre-manufactured pit in lieu of an on-site constructed earth or limestone pit. The pits are engineered to precise dimensions to compliment the blower systems.
- ii. Minimum required air velocity measured at the nozzle is 8,800 ft/min (100 mph). Minimum airflow rate measured at the nozzle is 900 cubic feet per min per linear foot of pit length. (As an example, a 20 ft long pit would require a blower with a nozzle velocity of 8,800 ft/min and nozzle output rate of 18,000 cfm. This example is intended for explanation purposes only, and does not imply a recommended pit length for actual operations.
- iii. There is to be a minimum distance of 100 feet between the portable incinerator and the nearest debris piles. There is to be a minimum distance of 1000 feet between the portable incinerator and the nearest building. Contractors must assure that the public and workers are kept a safe distance from the incinerator.
- iv. The burn will be extinguished at least two hours before removal of the ash.

- v. There should be one-foot high warning stops running the length of the pits to alert equipment operators when they are close to the pit. The warning stops should be constructed of fireproof material.
  - vi. No hazardous or contained-ignitable material is to be dumped into the pit.
  - vii. The contractor is responsible for ensuring that the public is protected from the burn operation. Signs, fences, and other measures can be used depending on site conditions.
  - viii. Emissions must meet state and federal standards for burning operations.
  - ix. The Contractor shall be responsible for dust control while handling ash materials.
  - x. The Contractor shall apply for and obtain all federal, state and local permits for burning.
- d. **Open BURNING (*not recommended*)**
- i. All burning shall be in accordance with International Fire Code Section 307
- e. **MEASUREMENTS**
- i. Measurement for the management and processing of all in-coming debris will be by the cubic yard as determined through truck and trailer measurement. Partial loads will be adjusted down by visual inspection by the County or its designee. Load measurements will be documented on Load Tickets, and daily log sheets.
  - ii. Measurement for final haul out of all processed debris and residue will be by the ton if certified scales are available at the disposal site or by the cubic yard as determined through truck and trailer measurement. Partial loads will be adjusted down by visual inspection by the County or its designee. Load measurements will be documented on Load Tickets and daily log sheets.
  - iii. All efforts required in mobilization, site set-up, site maintenance, site close-out, remediation and demobilization shall be considered as a total Job and included in the unit cost for managing TDSR sites.
- f. **PAYMENT**
- i. Payment for all debris sorted, segregated, processed, and reduced will be made at the unit price per cubic yard.
  - ii. Payment for managing and operating the debris sites; furnishing material, labor, tools and equipment necessary to sort, process, reduce, and load debris; and providing for traffic control, dust control, erosion control, inspection tower, lighting, ash containment, fire protection, permits, toilet facilities, site road management and safety measures; are all incorporated in the bidder's unit price for managing debris.
  - iii. Payment for hauling processed debris from the TDSR site(s) to the final disposal site will be by the Ton or Cubic Yard as determined by the County.
  - iv. There will be no payment for mobilization and demobilization.

- v. Payment for work completed will be invoiced on a thirty (30) day basis. Invoices will be based on verified quantities from the daily operational reports.
- vi. All invoices must be submitted with a detailed tabular report listing all individual load tickets. The report must meet the County's requirements for invoicing and be approved prior to the invoicing process.
- vii. Payment for site preparation and site closure will be included in the unit cost for processing debris.
- viii. All payments made under this contract will be in accordance with PAYMENTS clauses located in other sections of this contract.

#### **4. TREE AND LIMB REMOVAL**

##### **a. GENERAL**

- i. Tree and Limb Removal work shall include the removal and disposal of hazardous leaning trees and hanging limbs in public right of ways and/or on private property at the direction of the County.
- ii. The Contractor shall provide all management, supervision, labor, machines, tools, and equipment necessary to safely perform tree and limb removal work.
- iii. All work will be paid for in unit cost as defined.

##### **b. MOBILIZATION**

- i. The Contractor shall mobilize personnel and equipment within five (5) business days of receiving a notice to proceed task order.
- ii. Upon receipt of the task order, the contractor shall execute the entire scope within thirty (30) calendar days. The Contractor and the County shall jointly agree upon the completion date prior to issuance of the task order.

##### **c. WORK SCHEDULE**

- i. The Contractor shall provide a schedule prior to the start date outlining the work.
- ii. Daily reporting is required with updates on the scheduled activities. This reporting shall include the following: name of Contractor, contract number, number of crews in use, number of trees and/or limbs removed, and the number of personnel working.
- iii. The Contractor will be required to work, as a minimum, a eight (8) hour day six (6) a week. County reserves the right to extend the days of operation to seven (7) days a week or shorten it to eight (8) hour day five (5) days a week. The workday shall be conducted during daylight hours. The Contractor may work more than ten (10) hours per day if approved by the County. The Contractor shall coordinate with the County and its representatives to establish the work hours and to develop schedules.

**d. PERFORMANCE SCHEDULE**

- i. The Contractor shall commence performance within their stated response time upon receipt of an authorized Purchase Order or Notice to Proceed.
- ii. The Contractor shall provide a work plan showing where operations will begin and which streets/roads will be cleared on a 2, 7, & 14 day projection for the County approval. The plan will be updated each day.
- iii. Maximum allowable time for completion will be thirty (30) calendar days, unless the County initiates additions or deletions to the contract by written change orders. Subsequent changes in, completion time will be, equitably negotiated by both parties pursuant to applicable state and federal law. Liquidated damages shall be assessed at \$2,500 per calendar day for any time over the maximum allowable time established by the contract.

**e. SCOPE**

- i. The Contractor shall conduct the work so as not to interfere with the response and recovery activities of state and local governments, or of public utilities.
- ii. The Contractor shall provide sufficient site supervision of all assigned activities.
- iii. The Contractor shall provide a project manager to oversee the work. The Contractor's project manager will be required to attend daily project meetings with the County for the duration of the work.
- iv. The Contractor shall provide the County with an updated list of all subcontractors including phone numbers of contact personnel.
- v. Prior to the County assigning work, the Contractor shall provide the County with an affidavit from each subcontractor stating there is a signed contract between the Contractor and subcontractor.
- vi. The work shall consist of the removal of predetermined hazardous leaning trees or hanging limbs.
- vii. The Contractor shall not move from one designated area to another designated work area prior to receiving authorization from the County.
- viii. The Contractor shall not enter onto private property during performance of this contract prior to receipt of an executed right-of-way entry, which will be obtained by the County.
- ix. Tree and Limb Removal shall include the complete removal of either as listed and the disposal of the debris that is generated by the work.
- x. All trees approved by the County to be removed by the Contractor shall be cut flush to the ground.
- xi. All limbs shall be removed following proper procedures to avoid damage to the tree.
- xii. All trees and limbs shall be disposed of at a County approved site.
- xiii. The Contractor shall use only rubber-tired equipment in the performance of removing trees and limbs.
- xiv. The Contractor shall take all necessary precautions to protect motorist, pedestrians, public and private property and all utilities.

**f. MEASUREMENTS**

- i. Measurement for tree removal will be determined at Diameter Breast Height (DBH). DBH is measured at four and one-half (4-1/2) feet above ground level.
- ii. Measurement for leaning trees cut at the right of way line will be determined at the point of the cut.
- iii. Measurement for limb removal will be determined at the limbs origination point.

**g. PAYMENT**

- i. Payment for all trees and limbs removed will be made at the unit price per tree based on the contract bid price as specified in the bidding schedule.
- ii. Payment for all limbs removed will be made at the unit price per one (1) to five (5) or six (6) and greater limbs per tree based on the contract bid price as specified in the bidding schedule. Payment will be based on number of limbs per tree greater than two (2) inches in diameter.
- iii. Payment for managing and operating the work sites, furnishing material, labor, tools and equipment necessary to remove and dispose the trees and limbs, and providing for traffic control and safety measures, are all incorporated in the bidder's unit prices.
- iv. There will be no payment for mobilization and demobilization.
- v. Payment for work completed will be invoiced on a thirty (30) day basis. Invoices will be based on verified quantities from the daily operational reports.
- vi. A ten percent (10%) retainage will be withheld until the end of the project, including ticket reconciliation.
- vii. All invoices must be submitted with a detailed tabular report listing all individual tree removal locations. The report must meet the County's requirements for invoicing and be approved prior to the invoicing process.
- viii. All payments made under this contract will be in accordance with PAYMENTS clauses located in other sections of this contract.

**5. GENERAL REQUIREMENTS**

**a. REPORTING**

- i. The Contractor shall submit a report to the County by close of business each day for the term of the contract. Each report shall contain, at a minimum, the following information:
- ii. Contractor's Name
- iii. Report Date
- iv. Location of completed work
- v. Location of work for next day
- vi. Daily and cumulative hours for each piece of equipment and crew (Emergency Clearance)
- vii. List of roads that were cleared (Emergency Clearance)
- viii. Number of Crews (including number of trucks and loading equipment)
- ix. Daily and cumulative totals of debris removed, by category

- x. Daily and cumulative totals of debris processed, to include method(s) of processing and disposal location(s)
- xi. Problems encountered or anticipated
- xii. Number of hazardous trees and hanging limbs removed

**b. DUMPSITES (TDSR Sites)**

- i. The Contractor shall use only debris dumpsites approved by the County, unless otherwise approved by the County. The Contractor shall haul vegetative debris to the site designated for vegetative debris.
- ii. The dumpsite operator/contractor will direct all dumping operations. The Contractor shall cooperate with the dumpsite operator/contractor to facilitate effective dumping operations.
- iii. The County makes no representations regarding the turn-around time at the dumpsites.

**c. OTHER CONSIDERATIONS**

- i. The Contractor shall supervise and direct the work, using skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. The Contractor shall pay for all materials, personnel, taxes, and fees necessary to perform under the terms of this contract.
- ii. The Contractor must be duly licensed in accordance with the state and local statutory requirements to perform the work. The Contractor shall obtain all permits necessary to complete the work. The Contractor shall be responsible for determining what permits are necessary to perform under the contract. Copies of all permits shall be submitted to the County.
- iii. The Contractor shall be responsible for taking corrective action in response to any notices of violations issued as a result of the Contractor's or any subcontractors' actions or operations during the performance of this contract. Corrections for any such violations shall be at no additional cost to the County.
- iv. The Contractor shall be responsible for removing all abandoned equipment from the public and private property that was used under this contract.
- v. The Contractor is not permitted to store equipment or trucks on public property without the approval of the County.
- vi. There shall be no overnight parking or camping on public property without the approval of the County.
- vii. The Contractor is encouraged to employ experienced and qualified local and minority sub-contractors.
- viii. CONTRACTOR shall be responsible to the Owner for the acts and omissions of his employees, subcontractors and their agents and employees, and other persons performing any of the Work under a contract with the CONTRACTOR.
- ix. Contractor shall assume full responsibility for damage to County property caused by Contractor's employees or equipment as determined by designated County personnel.

- x. Contractor shall be solely responsible for the safety of Contractor's employees and others relative to Contractor's work, work procedures, material, equipment, transportation, signage and related activities and equipment.
- xi. Contractor shall provide competent workers and competent supervision.
- xii. Contractor shall be responsible on a daily basis to maintain a clean work site, to remove debris, and to dispose of it properly at the Contractor's expense.
- xiii. The Contractor shall perform work without unnecessarily interfering with County activities or other Contractors.
- xiv. The Contractor shall take precautions necessary to protect person or property against injury or damage and be responsible for any such damage, or injury that occurs as a result of their fault or negligence.
- xv. Reporting Dangerous Conditions/Situations: Any encounter with dangerous conditions or unusual situations shall be reported to the contact person the day of the discovery.
- xvi. **Damages by CONTRACTOR:** Any damage to buildings fences, structures, automobiles, windows, etc., as a result of the rehabilitation work shall be repaired/replaced within two (2) weeks of date of damage by the CONTRACTOR, at no cost to the County. All incidents of damage by the CONTRACTOR and any discoveries of damage shall be reported to the County Contact Person.
- xvii. **The contractor may, at his/her discretion, submit a bid to the county that is an "all inclusive" cubic yard bid. This bid (by the cubic yard), will include all the above management activities and requirements set forth in the above paragraphs. All terms and conditions set forth in this contract will remain the same.**

**d. OTHER CONTRACTS**

- i. Other contracts may be issued for the purpose of removing disaster related debris within the County.
- ii. The County reserves the right to issue other contracts or direct other contractors to work within the scope of work included in this contract

**e. EQUIPMENT**

- i. The Contractor shall provide all equipment necessary to prepare the site(s), stockpile the debris, air-curtain incinerator(s), remove ash from the incinerator(s), load and haul for disposal of all non-burnable debris and ash residue, and any other equipment which may be necessary for the performance of this contract.
- ii. Prior to commencing debris reduction and disposal operations, the Contractor shall present to the County, for approval, a detailed description of all equipment to be used for debris handling, sorting, processing, incinerating, loading, and hauling, stating brand name, model and horsepower, (including all air-curtain incinerators).

- iii. All trucks and other equipment must be in compliance with all applicable federal, state, and local rules and regulations.
- iv. Any equipment that is hauling debris to the designated reduction site shall be capable of self-dumping or removing its load without assistance from other equipment.
- v. Sideboards or other extensions to the bed are allowable provided they meet all applicable rules and regulations, cover the front and both sides, and are constructed in a manner to withstand severe operating conditions. The sideboard extensions shall be braced with metal reinforcing. The overall height of the hauling vehicle shall not exceed 13 feet 6 inches above the ground. All extensions are subject to acceptance or rejection by the County.
- vi. Damaged sideboards must be repaired prior to arriving at the dumpsite.
- vii. All trucks utilized in hauling debris shall be equipped with a tailgate that will effectively contain the debris on the vehicle while hauling and also permit the vehicle to be loaded to capacity. Gaps in the tailgate greater than two (2) inches will not be permitted. The tailgates shall be secured along the edges with fasteners of sufficient strength to securely hold the tailgate closed during transit, rubber bungee cords will not be permitted.
- viii. The Contractor, prior to use, will inspect all equipment to ensure all requirements are met and it is in good overall condition. The County reserves the right to refuse equipment that is deemed unsafe or inadequate.
- ix. All equipment used for hauling debris shall be measured and marked for its load capacity. The Contractor shall supply pre-approved measurement forms for each hauling container used under this contract.
- x. Prior to commencing debris removal operations, the Contractor shall present to the County or designee all trucks or trailers that will be used for hauling debris, for the purpose of determining hauling capacity. The hauling capacity will be based on the interior dimensions of the hauler's container, and rounded down to the nearest whole cubic yard.
- xi. Hauling capacity, in cubic yards, will be recorded and marked on each truck or trailer with permanent markings. Each truck or trailer will also be uniquely numbered for identification with a permanent marking.
- xii. Trucks and trailers designated for use under this contract shall be equipped with a placard on the driver's side of the hauling container. The placard shall state the Contractor's name, the sub-contractors name, individual and unique identification number and the total capacity in cubic yards of the hauling container. The Contractor shall furnish these signs. All signs shall be removed prior to performing work other than activities associated with this contract.
- xiii. Equipment used under this contract shall be rubber tired and sized properly to fit loading conditions. Excessively large loading equipment

(3 cubic yards and larger) and non-rubber tired equipment must be approved by the County.

- xiv. Hauling containers shall be a minimum of 15 cubic yards in volume unless approved by the County.
- xv. Trailer type haulers shall be equipped with either tandem axles and/or dual tires, a minimum of four (4) tires are required on all trailers. The GVWR shall be a minimum of 10,000 lbs on all trailers. All trailers must have a legible manufacture's identification plate with ratings.
- xvi. Trucks or equipment that are designated for use under this contract shall not be used for any other work during the working hours of this contract. The Contractor shall not solicit work from private citizens or others to be performed in the designated work area during the period of this contract. Under no circumstances will the Contractor mix debris hauled for others with debris hauled under this contract.

**f. LOAD TICKETS**

- i. A five (5) part Load Ticket will be used for recording volumes of debris removed and processed (refer to sample).
- ii. At a minimum each ticket will contain the following information:
  - 1. Christian County Debris Load Ticket (as a title)
  - 2. Contractor Name
  - 3. Ticket Number
  - 4. Load Site Location
  - 5. Date
  - 6. Load Site Zone
  - 7. Truck (Container) Number
  - 8. Capacity (Container)
  - 9. Total Debris Volume (Quantity)
  - 10. Dump Site Name (Location)
  - 11. Debris Classification (Vegetation)
  - 12. Comment Section
  - 13. Verification Signature Lines (Load Site, Dump Site Monitors and Contractor)
- iii. A County Load Site Monitor will issue a load ticket to the hauler prior to departure from the loading site. Upon arrival at the dumpsite, the vehicle operator will give the five copies to the County's Disposal Site Monitor at the dumpsite, the County will validate, retain one copy and give one copy to the driver, and three copies to the Contractor, (one copy for the sub-contractor and two copies for the prime contractor).
- iv. The Debris Removal Contractor will not be permitted to unload the debris at a TDSR/dump site without an approved Load Ticket that was supplied by the County's assigned monitor.
- v. The Contractor will not receive a Load Ticket for any loads that were not observed by a Load Site Monitor during loading without the approval of the County.
- vi. The Debris Removal Contractor shall supply all Load Tickets for the use of tracking the loads into the TDSR sites. The TDSR Site

Management Contractor shall supply all Load Tickets for the use of tracking the final haul out of processed debris.

- vii. A County Dump Site Monitor will determine the total cubic yards of material received by visual inspection of the load. Trucks with partial loads will be adjusted down during this visual inspection by the County. Load measurements will be documented on Load Tickets.
- viii. The Contractor shall keep a daily updated log, in each TDSR site inspection tower, of all loads received, including the total volume of debris in each load.
- ix. The Contractor shall provide a copy of all daily log sheets at the end of each business day.

**g. TRAFFIC CONTROL**

- i. The Contractor shall be responsible for control of pedestrian and vehicular traffic in the work area. The Contractor shall provide all flag persons, signs, equipment, and other devices necessary to meet federal, state, and local requirements. The traffic control personnel and equipment shall be in addition to the personnel and equipment required in other parts of this contract. At a minimum, one flag person shall be posted at each entrance to the work area to direct traffic.
- ii. The contractor shall be responsible for traffic control during operations performed by the contractor's personnel and/or subcontractors. Traffic control shall be in conformance with the Federal Highway Administration, Manual on Uniform Traffic Control Devices, latest edition and the Missouri Department of Transportation Roadway and Traffic Design Standards, latest edition.
- iii. The Contractor must be qualified and provide the County with copies of certifications to conduct traffic control operations on roads in Hazard.
- iv. The foregoing requirements are to be considered as minimum and the Contractor's compliance shall in no way relieve the Contractor of final responsibility for providing adequate traffic control devices and methods for the protection of the public and employees throughout the work areas.

## Sample Debris Load Ticket

<b>Christian County</b>			
<b>DEBRIS LOAD TICKET</b>			
CONTRACTOR NAME			
Ticket No.			
Load Site Location: (NE, NW, SE, SW)			
Date:		Zone:	
Truck No:	Capacity (CY):		
Total Debris Volume:	(CY, TON)		
Dump Site:			
DEBRIS CLASSIFICATION (Check Only One Box)			
<input type="checkbox"/>	Vegetation		
<input type="checkbox"/>	C&D (Construction and Demolition)		
<input type="checkbox"/>	Mixed (Veg. And C&D)		
<input type="checkbox"/>	Other		
Comments:			
Monitor Name: (Print Name Verify Load Ticket)			
Load Site:			
Dump Site:			
Contractor:			



		Christian County <b>SAMPLE</b>			
EMERGENCY DEBRIS CLEARANCE - DAILY TIME VERIFICATION REPORT					
<b>CONTRACTOR:</b>			<b>DATE</b>		
<b>Equip / Crew Type</b>	<b>Equip / Crew Number</b>	<b>Total Shift Hours</b>	<b>Total Hours Idle</b>	<b>Total Hours</b>	<b>Location</b>
		<b>TOTAL HOURS:</b>			
<b>Monitor's Name:</b>					
<b>(Please Print Name)</b>					
<b>Contractor Agent's Name:</b>					

**Christian County**

<b>DEBRIS REMOVAL - DAILY LOAD VERIFICATION REPORT</b>					
<b>CONTRACTOR:</b>		<b>TDSR LOCATION:</b>		<b>DATE:</b>	<b>DEBRIS TYPE:</b>
	<b>Truck No.</b>	<b>Capacity Total</b>	<b>C.Y.</b>		<b>COMMENTS</b>
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
<b>TOTAL CUBIC YARDS:</b>					

**Monitor's Name:** \_\_\_\_\_  
 (Please Print Name)

**Contractor Agent's Name:** \_\_\_\_\_  
 (Please Print Name)

## BID FORM – PROPOSAL

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the RFP documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their bid is accepted to furnish the item(s) submitted below, including delivery to Christian County, Missouri in accordance with the delivery schedule indicated below and according to the prices, products/services information submitted.

### OPTION #1

ITEM	FEE SCHEDULE DESCRIPTION	UNIT PRICE
1.	Removal of <u>Vegetative</u> Debris from county ROW to TDSR including sorting, loading, hauling, etc.	\$ _____ cu.yd.
2.	Tree Removal and Disposal – 4” to 12” DBH	\$ _____ ea
3.	Tree Removal and Disposal – 13” to 24” DBH	\$ _____ ea
4.	Tree Removal and Disposal – 25” to 36” DBH	\$ _____ ea
5.	Tree Removal and Disposal – 37” to 48” DBH	\$ _____ ea
6.	Tree Removal and Disposal – 49” & Greater DBH	\$ _____ ea
7.	Limb Removal and Disposal – 1 to 5 Limbs per Tree	\$ _____ ea
8.	Limb Removal and Disposal – 6 to 10 Limbs per Tree	\$ _____ ea
9.	Limb Removal and Disposal – 11 Limbs or Greater per Tree	\$ _____ ea
10.	Management, Processing and Loading of all debris and/or residue at the TDSR sites: Including locating, preparing and layout of sites; management, maintenance, and operation of the TDSR sites; the receiving sorting, segregation, processing and reduction of debris, loading (as described in other sections pf this bid)	\$ _____ cu.yd
11.	Final Haul out of processed debris from the TDSR site to an approved disposal site <b>OR</b>	\$ _____ cu.yd
	Final haul out of processed debris from the TDSR site to an approved disposal site	\$ _____ ton
12.	Processing of materials brought in by Citizens to TDSR	\$ _____ cu.yd

	<b>OPTION #2</b>	
	<b>Alternate FEE SCHEDULE DESCRIPTION</b>	<b>UNIT PRICE</b>
1.	Complete handling of debris removal, TDSR site management, final haul out, and all other functions listed above in this bid form.	\$ _____cu.yd
2.	Processing of materials brought in by Citizens to TDSR	\$ _____cu.yd

**Special Note regarding reducing debris at the TDSR Site:**

All relevant areas of this contract reflect the counties desire to burn all the vegetative debris brought into the TDSR site. If a company so chooses to otherwise chip or mulch the debris, those proposals will also be considered. However, the submitting contractor will be responsible for removing all the material from the site. Christian County will not accept any material left over at the site. Contactor will be responsible for complete haul off of all reduced material.

AFFIDAVIT OF COMPLIANCE

To be submitted with vendor's Bid

\_\_\_\_\_ We DO NOT take exception to the RFP Documents/Requirements.

\_\_\_\_\_ We TAKE exception to the RFP Documents/Requirements as follows:

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I have carefully examined the Invitation for Bid and agree to abide by all submitted pricing, delivery, terms and conditions of this bid unless otherwise stipulated herein.

\_\_\_\_\_  
(Print or type name and title of signer) (Company Name)

\_\_\_\_\_  
(Authorized Person's Signature) Company Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email \_\_\_\_\_

FAX: \_\_\_\_\_ Federal Tax ID \_\_\_\_\_

Date: \_\_\_\_\_

**CHRISTIAN COUNTY**  
**STATEMENT OF "NO BID"**

IF YOU DO NOT INTEND TO BID ON THIS REQUIREMENT, PLEASE COMPLETE AND RETURN THIS FORM PRIOR TO DATE SHOWN FOR RECEIPT OF BIDS TO: Christian County Commission, 100 W. Church, room 100, Ozark, MO 65721

WE, THE UNDERSIGNED, HAVE DECLINED TO BID ON YOUR DEBRIS REMOVAL BID FOR THE FOLLOWING REASON(S):

\_\_\_\_\_ SPECIFICATIONS ARE TOO "TIGHT", I.E. GEARED TOWARD ONE BRAND OR MANUFACTURER ONLY (PLEASE EXPLAIN REASON BELOW)

\_\_\_\_\_ INSUFFICIENT TIME TO RESPOND TO INVITATION FOR BID.

\_\_\_\_\_ WE DO NOT OFFER THIS PRODUCT/S OR EQUIVALENT.

\_\_\_\_\_ REMOVE US FROM YOUR BIDDERS' LIST FOR THIS SERVICE

\_\_\_\_\_ OUR PRODUCT SCHEDULE WOULD NOT PERMIT US TO PERFORM.

\_\_\_\_\_ UNABLE TO MEET SPECIFICATIONS.

\_\_\_\_\_ UNABLE TO MEET INSURANCE REQUIREMENTS.

\_\_\_\_\_ SPECIFICATIONS UNCLEAR (PLEASE EXPLAIN BELOW).

\_\_\_\_\_ OTHER (PLEASE SPECIFY BELOW).

REMARKS:

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COMPANY NAME

ADDRESS

PRINTED NAME

SIGNATURE AND TITLE

TELEPHONE NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

## BID Evaluation Requirements

<b><u>Submittal:</u></b>	USE SEPARATE SHEETS IF NECESSARY	<b><u>Weight in Evaluation:</u></b>
<p><b>Experience:</b> a narrative describing experience and qualifications in similar contracting situations, with supporting data to include jobs completed and references complete with contact information.</p>		20%
<p><b>Technical Capabilities:</b> A narrative describing your firm's approach to planning, County staff training, County staff augmentation, project management, technical support for reimbursement procedures, and assistance in developing public information regarding recovery efforts.</p>		20%
<p><b>Equipment:</b> A listing of equipment owned by your firm and dedicated to debris removal and recovery services. Please do not list rented or leased equipment or equipment owned by others (including Subcontractors). If rented or leased equipment is listed please provide a copy of the lease contract as proof of its availability.</p>		20%
<p><b>References:</b> A list of all current contracts and also debris management experience for the past five years. Please include customer contact information.</p>		20%
<p><b>Reasonableness of Price:</b></p>	Attach Completed Fee Schedule.	20%