

Title and Summary

Request for Proposal (RFP):	No. FY14-0821
RFP Title:	Purchase/Collection of Scrap Metal/White Goods
RFP Publication:	Orangeburg County, South Carolina 08/15/13 http://www.orangeburgcounty.org 08/15/13 Bulletin board, Basement, Admin Centre, Procurement
RFP Composition:	FY14-0821 is composed of the following: Title and Summary Pages Code Articles 1-7; Code & Articles Acknowledgement Scope of Work Vendor Qualifications and Information Evaluation Criteria Proposal Option Certification of No Exceptions Certification of Preference(s) Addendum Acknowledgement
RFP Amendments:	If any, will be published/posted on the following: http://www.orangeburgcounty.org Bulletin board, Basement Floor Administrative Centre, Procurement
Contracting Entity:	Orangeburg County, South Carolina ("Owner") A political subdivision of the State of South Carolina
Procurement Director:	Jannella Shuler, Procurement Director Orangeburg County Procurement Office, Basement 1437 Amelia St. ("Administrative Centre") Orangeburg, SC 29115 (803) 533-6121 Office Phone Number (803) 535-2307 Office Fax Number jshuler@orangeburgcounty.org

Pre-Submission Proposals

Requirements: Not applicable to this RFP

Questions: If Vendors have questions, same shall be directed to
Procurement Director
Mode of communication via e-mail only
jshuler@orangeburgcounty.org
No later than 10:00 A.M. August 16, 2013

Submission Deadline: 11:00 p.m. on August 21, 2013

Submission Location: Administrative Centre, 3rd Floor Procurement Office

Opening Time: 11:00 p.m., on August 21, 2013

Opening Location: Administrative Centre, Basement Floor Procurement Office

Special Conditions

Intent/Award/Contract: The intent to award, award, and the contract regarding
FY14-0821 is subject to the following special conditions:

To the extent the Procurement Code requires the Procurement Director to take certain action regarding the evaluation of proposals, recommendations, and award for this RFP, the Public Works Director, Sinkler Boone shall be deemed to have the duties otherwise assigned to the Procurement Director.

Code and Articles Acknowledgement

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Articles 1 through 7 of the Code are incorporated by reference as if set forth verbatim in this RFP. As stated in the Code, a submitting vendor agrees that the Code governs this procurement from RFP to solicitation through completion of any resulting contract, including disputes, if any.

ACCESS TO CODE. On November 16, 2009, Orangeburg County Council, the governing body of Orangeburg County repealed all aspects of its procurement policy and enacted the **Orangeburg County Procurement Code** (the "Code"). The Code may be accessed online without charge at <http://www.orangeburgcounty.org/Purchasing/code.html> A copy of the Code is available for review without charge at the Office of the Procurement Director. If neither of those options meets your needs, a hard-copy of the Code is also available for purchase at the Office of the Procurement Director.

<http://www.orangeburgcounty.org/>

Method of Source Selection.

The source selection method applicable to this procurement is Competitive Sealed Proposals, 5-304 of the Code.

The undersigned vendor understands and agrees to be bound to the Code regarding all matters arising from the RFP identified above.

Printed Vendor Name

Signature of Vendor's Authorized Agent

Printed Name of Vendor's Authorized Agent

Title with Vendor of Vendor's Authorized Agent

Introduction

It is the intent of Orangeburg County to solicit proposals for the collection of scrap metals and white goods from certain designated sites, removal of Freon as appropriate and marketing of materials to a processing facility.

The County provides solid waste and recycling program services through the operation of convenience sites located throughout the County. Scrap metals and white goods are currently collected at the convenience sites and at the landfill.

General Information:

Landfill hours of operation are 7:00-5:00 M-F and Saturday 8:00 -1:00 and closed all Orangeburg County legal Holidays.

Proposal is binding for 60 days from notice of award.

Scope of Work

All white goods and scrap metals to be removed will be located at the Orangeburg County Landfill at 310 Endicott Court, Orangeburg. The County will be responsible for transporting the materials from the convenience sites to the landfill in roll-off containers.

Landfill hours of operation are 7:00-5:00 M-F and Saturday 8:00 -1:00 and closed all Orangeburg County legal Holidays.

1. The contractor must provide their own vehicles to transport roll-off containers from the landfill to their recycling facility. These services shall consist of all necessary transportation to and from the landfill and the recycling facility.
2. The contractor shall remove all white goods and scrap metal from the landfill. The county will make every effort to ensure, to the best of our ability, that the proper items are placed in the containers. The contractor shall not have the right to pick and choose what material will be transported; whatever is in the roll-off must be taken.
3. These services must conform to all federal, state, and local laws and regulations.
4. The contractor shall be responsible for compliance with the Clean Air Act; all Freon in refrigerators, freezers, air conditioning units must be removed and collected as described in current statutes and regulations.
5. Contractor's trucks will be weighed at the landfill when they leave loaded and return empty. The contractor must provide weigh tickets from the recycle facility to correspond with the landfill tickets.
6. The contractor must provide the County with a Certificate of Insurance showing proof of liability, auto and worker's comp. insurance.
7. Contractor must begin removal of scrap metal and white within two weeks after award of contract.
8. The contract will be for 1 (one) year with the option to extend for 1 (one) additional year.
9. Bid must include price per ton for scrap metal and price per ton for white goods.

10. Contractor will be responsible for damage done by their drivers to county-owned containers.
11. After notification of full containers, contractor response time should be within 24 hours.
12. Payment to the county shall be net 30 days with a 1.5% interest rate for all payments not received by the 15th day of the month. A monthly statement itemizing each deliver to the County Landfill Manager will be required.

Certified Proposal(Bid)

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Price per ton for SCRAP Metal (payable to Orangeburg County) \$_____

Price per ton for White Goods (payable to Orangeburg County) \$_____

Proposal Option – Vendor provides all labor for Scope of Work

Vendor proposes to perform the Scope of Work for a minimum one year. Vendor proposes to include all labor, materials, installation, profit, insurance, etc. to complete the finish work as stipulated in the scope of work for RFP FY14-0821.

By signature below, the submitting vendor certifies the foregoing proposal in the following respects: proposal prices are firm for a minimum of 60 days from the date of opening; this proposal is made without prior understanding, agreement, or connection with any other submitting vendor; and this proposal is in all respects fair and without collusion or fraud.

Printed Vendor Name

Signature of Vendor's Authorized Agent

Date of Signature

Printed Name of Vendor's Authorized Agent

Title with Vendor of Vendor's Authorized Agent Certified

Vendor Qualifications and Information

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Vendor shall provide with its proposal, the following which should be collated, fastened together and clearly labeled "Vendor's Certification of Qualifications and Information for RFP No. FY14-0821:

1. Documentation of vendor's general comparative experience(s) to demonstrate vendor has a minimum of three (3) years of experience in Recycling Industry. The minimum general comparative experience for this procurement is the successful completion of three (3) years of licensed projects in the Industry.
2. Documentation of vendor's specific comparative experience(s) to demonstrate that vendor has a minimum of one successfully completed project working directly for a County. The minimum specific comparative experience required for this procurement is one successfully completed licensed recycling project working directly for a County. The description of vendor's experience(s) should highlight whatever parallels vendor believes exist between the procurement described in RFP No. FY14-0821 and vendor's actual experience(s).
3. Documentation of a completed contractual relationship between vendor and a client for a current or recent contract pursuant to which vendor has been a contractor for said services as stated in Scope of Work. The minimum contractual relationship required for this procurement is one successfully completed licensed recycling project working directly for a municipality or a county. Please limit documentation to no more than five (5) contracts.
4. Three positive client references.
5. Documentation of the vendor's financial stability, such as a copy of its most recent annual report or a current financial standing letter.
6. **A description of any litigation within the last 10 years to which vendor has been a party.**
7. Provide a current Certificate of Insurance with all applicable insurances and includes Workmen Compensation coverage.

Evaluation Criteria

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The evaluation shall be based, in part, on the County's review and/or verification of the Vendor Qualification and Information responses. The factors to be considered in evaluating are as follows, and are listed in order of relative importance:

Note: The method of selection, Request for Proposal / Qualifications, does not require a numerical weighting for each factor. See Code §5-304.7.

1. Base Bid Evaluation;
2. Past performance on comparable projects;
3. Demonstrated ability to provide services;
4. Recent, current, and projected workload;
5. Related experience on similar projects.

Certification of No Exceptions

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The Code requires vendors to give written notice with a submission if vendor will not accept a term of the Invitation to Bid and the incorporated Code as a contract term. See Code §4-302. In connection with that requirement, a vendor must complete this certification and include it in its submission.

Vendor certifies the following regarding its bid:

1. Vendor AGREES to all of the terms of the Invitation to Bid (including the incorporated Code terms) and takes NO EXCEPTIONS: Yes No

2. Vendor does NOT AGREE to all of the terms of the Invitation to Bid (including the incorporated Code terms), and a COMPLETE LIST OF VENDOR'S EXCEPTIONS to same are listed and described below:

Yes No

Identification Of Excepted Vendor's Term	Description of vendor's substituted term	Initials
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Exception 1:

Exception 2:

Exception 3:

Exception 4:

The undersigned vendor hereby certifies that the above-listed exceptions comprise the only exceptions vendor has to the Invitation to Bid (including the incorporated Code terms). The undersigned vendor understands and agrees that if it is the successful vendor, its attempt to claim any exceptions other than those listed above, shall result in the County having the right to claim the bid security bond, retract the intent to award or award, award to another vendor, and suspend and/or debar the vendor.

Printed Vendor Name

Signature of Vendor's Authorized Agent

Printed Name of Vendor's Authorized Agent

Title with Vendor of Vendor's Authorized Agent
Certification of Preference(s)

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The Code authorizes specific preferences. See Article 3. If a vendor is qualified for one or more preferences and desires to exercise the preference(s), then the vendor must complete and submit this form with its proposal. If a vendor is either (1) not qualified for any preference OR (2) is qualified, but does not desire to exercise any preference, then the vendor does not need to complete or submit this form with its proposal.

Vendor is qualified for and desires to exercise the following preference(s) as vendor

Preference 1. Vendor is a resident of the State of South Carolina: Yes No

Preference 2. Vendor is a resident of Orangeburg County, SC: Yes No

Preference 3. Vendor is an MBE: Yes No

The undersigned vendor hereby certifies that vendor is qualified for the preference(s) above to which the vendor has indicated "Yes". In addition, the undersigned vendor understands and agrees that if it is not qualified for a preference, but claims to be qualified for a preference on this form, the County shall have the right to suspend and/or debar the vendor in accordance with the Code.

Printed Vendor Name

Signature of Vendor's Authorized Agent

Printed Name of Vendor's Authorized Agent

Title with Vendor of Vendor's Authorized Agent

Addendum Acknowledgement

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Vendor acknowledges receipt of the follow Addendum to the above-described procurement, agrees that same is/are hereby incorporated and made a part of the above-described procurement as if the Addendum had been included in the original procurement documents:

Addendum No.	Addendum Date	Initials of Vendor's Authorized Agent
_____	_____	_____
_____	_____	_____
_____	_____	_____

Printed Vendor Name

Signature of Vendor's Authorized Agent

Printed Name of Vendor's Authorized Agent

Title with Vendor of Vendor's Authorized Agent

Vendor shall submit a completed Addendum Acknowledgement form with its submission. **Vendor may be disqualified from this procurement unless vendor submits a completed Addendum Acknowledgement form referring to this Addendum with vendor's proposal.**