

Request for Proposal # 19/20-001
Bee County Road and Bridge
Responses due: November 1, 2019

SCOPE OF WORK

The scope of work for this project includes, but limited to: Providing a service that includes equipment to grind material; such as trees and branches and haul off excess material.

SEALED PROPOSAL PACKAGE TO BE DIRECTED TO:

April Cantu
Bee County Auditor
111 S. St. Mary's, Suite 101
Beeville, TX 78102

(Clearly Marked)

Request for Proposal #19/20-001
Bee County Grinding Brush Service
Do Not Open until: **November 1, 2019@ 11:00 A.M.**

(Seal Proposal Packages will include 1 original and 3 copies of Seal Proposal)

In compliance with this Request For Proposals, which includes the attached Table of Contents and all provisions and appendices attached and referenced therein, and subject to all the terms and conditions set forth herein, the undersigned offers and agrees to furnish the services described in the RFP cited above and as outlined within the undersigned signed proposal which is attached to this completed and signed page, along with proof of insurance and other data as required by the RFP. It is understood that this proposal and the scope of services may be modified, by mutual agreement in subsequent negotiations.

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I. Purpose

The purpose of this RFP is to solicit proposals for the purposes of entering into a contract through competitive negotiations for ongoing services for a subcontractor to perform grinding and disposal of wood waste debris.

The successful bidder shall make every effort to complete all requirements of the awarded contract.

The firm shall provide professional services for the project described in Part IV of this RFP, any addendum to this RFP and as determined through the firm's pre-bid evaluation.

II. Scope of Services

1. The contractor shall provide all management, supervision, labor, materials, and Equipment necessary for efficient and effective grinding and disposal of wood waste debris.
2. Contractor will provide fuel and all oils and lubricants as well as all other supplies needed necessary for the operation of the contractor's equipment.
3. The contractor shall be knowledgeable and have experience in providing the services as described, unless otherwise directed by the Road and Bridge department and Road Administrator.
4. The contractor shall coordinate their work with the Road and Bridge and Road Administrator.
5. Bee County intends to enter into one contract for the contractor to grind, haul, and dispose of the wood waste material.
6. Compensation shall be based on a "per cubic yard" of debris.
7. The contractor must provide machine(s). Bidder must show proof of available equipment to handle the work.)
8. The contractor shall have an designated individual to be available in person to the Bee County at any time when work under this contract is ongoing.
9. All work shall be accomplished in a safe manner in accordance with City, state, federal, Occupational Safety & Health Administration (OSHA) standards, and any other applicable laws or regulations.

III. PROPOSAL REQUIREMENT

1. Proposals shall be signed by an authorized representative of the Firm. By submitting a proposal, the proposer certifies that all information provided in response to this RFP is true and accurate. Failure to provide information required by this RFP will ultimately result in rejection of the proposal.
2. Proposals should be prepared simply and economically, providing a straightforward, concise description of the Firm's capabilities for satisfying the requirements of the RFP. Emphasis should be on completeness and clarity of content.
3. The Respondent's proposal shall include: the completed and signed RFP cover page, a letter indicating the Firm's interest in working with Bee County, and experience, signed by the President of the Firm. Provide references for projects successfully completed within the past two years. One (1) manually signed original and three (3) copies of the proposal shall be submitted to the Owner in a single bond volume.
4. All documentation submitted with the proposal shall be included in that single bound volume. Elaborate brochures and other representations beyond those sufficient for presenting a complete and effective proposal are neither required nor desired.
5. Information thought to be relevant, but not specifically applicable to the enumerated scope of work may be provided as an appendix to the proposal. If publications are supplied by the proposer to respond to a requirement, the response should include reference to the document number and page number. Publications provided without such reference will not be considered relevant to the RFP.
6. Certificate of insurance indicating maximum coverage amounts.
7. Firm must be bonded,
8. Must have at least 5 years' experience.

IV. EVALUATION AND AWARD OF CONTRACT

Evaluation Criteria: Proposals shall be evaluated by the Agency using the following criteria:

1. Expertise, experience, and qualifications of the Firm for providing the services described in Section II, Scope of Services. Respondent must have proven ability of the requested in this RFP.
2. Expertise, experience and qualifications of any sub-consultants proposed for providing the services described in Section II, Scope of Services.
3. Geographic location of the Firm in relation to the project location.
4. Current and projected work load, plan to complete the work and ability to complete the work in a timely manner.

THIS PAGE TO BE RETURNED

SECTION V – RESPONSE FORM

The vendor shall provide equipment & service, deliver & remove equipment for the following service:

GRIND - _____ per cubic yard

MOBILIZATION and DE-MOBILIZATION - _____

HOTELS and MEALS - _____

INVOICES DUE DATE- _____

ANY AND ALL LITIGATION/DISPUTES WILL BE HANDLED IN BEE COUNTY, TEXAS.

The undersigned affirms that they are duly authorized to execute this contract, that this proposal has not been prepared in collusion with any other vendor, and that the contents of this proposal has not been communicated to any other prior to the official opening of the proposals.

Vendor's Name: _____

Address: _____

Telephone: _____

Signature: _____

Title: _____