

**REQUEST FOR PROPOSAL
FOR
HURRICANE HELENE DEBRIS REMOVAL AND DISPOSAL SERVICES**

INTRODUCTION AND GENERAL TERMS

Appling County, Georgia has experienced damages due to the impact of Hurricane Helene, which occurred on September 26-27, 2024, and resulting in widespread public services damage. The vegetation and other debris resulting from this devastating event overwhelmed the existing resources of the County. Accordingly, the County is seeking a qualified Contractor to perform the scope of work addressed in this Emergency Request for Proposal (RFP). All proposals must be properly certified by the entity bidding for the work and signed by an officer, director or owner that has authority to bind and commit the Company to perform said work and services.

Notice is hereby given that the Board of Commissioners of Appling County, Georgia, will at the Board of Commissioners Office in the City of Baxley, Georgia, at 11:00 o'clock a.m., on the 26th day of February, 2025, accept sealed proposals from vendors interested in furnishing Hurricane Helene Debris Removal Services to Appling County, Georgia. The Board of Commissioners will meet at a date and time immediately thereafter to award the contract to the successful proposer.

Printed copies of this RFP are available at The Appling County Manager's Office located at 69 Tippins Street, Suite 201, Baxley, Georgia.

Electronic copies may be obtained by calling (912) 367-8100 or on the County's website (www.applingcountyga.gov).

One Original and 2 Copies of your proposal must be provided to the Board in a sealed envelope that is clearly marked with the RFP name and due date on the outside of the envelope. Proposals shall be submitted to the Board of Commissioners office located at 69 Tippins St, Suite 201, Baxley, Georgia. **All proposals are due by 11:00 a.m., February 26, 2025.** Offers by telephone or telegram shall not be accepted.

Respondents are cautioned that they are responsible for delivery to the specific location cited herein above. Therefore, if your proposal is delivered by express mail carrier or by any other means, it is your responsibility to insure delivery to the specified address before the deadline. Late deliveries will be rejected as nonresponsive regardless of the reason for delay.

All costs of preparation of a response to this request for proposals are solely those of the proposers. The County assumes no responsibility whatsoever for any such costs incurred by a

proposer. The proposer also agrees that the County bears no responsibility for any costs associated with any administrative or judicial proceedings resulting from the solicitation process.

The County reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities, or to accept the proposal which, in its sole judgment, best serves the interest of the County, or to award a contract to the next most qualified proposers if a successful proposer does not execute a contract within ten (10) days after approval of the selection of the County.

The County reserves the right, to cancel a solicitation at any time prior to approval of the award by the County. The County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

**SCOPE OF WORK
FOR DEBRIS REMOVAL
RELATED TO HURRICANE HELENE
IN APPLING COUNTY, GEORGIA**

1.0 GENERAL

The purpose of this contract is to remove and dispose of all eligible debris from Appling County Rights-of-Way (ROW) and applicant owned property within Appling County. Private Right of Way Access or Right of Entry (ROE) may or may not be part of this project. However, if the County, State, GEMA, or FEMA authorizes ROE it will become part of this project.

2.0 SERVICES

- 2.1 The Contractor shall provide for debris removal and disposal of all eligible debris from the County ROW.
- 2.2 The debris shall be taken to the Contractors preferred rubbish site for final disposal and the site must be approved by the Georgia Department of Natural Resources, Environmental Protection Division.
- 2.3 The Contractor shall document the current conditions of all roadways, sidewalks and all structures to remain in the debris removal area. In addition, all roadways along the haul routes shall be documented. A representative of the County shall be present during this inspection. The Contractor shall provide photographic and/or video documentation. The documentation shall be submitted to the County prior to beginning the work.
- 2.4 Haul and Dispose. The work shall consist of clearing, separating, and removing any and all eligible debris (see definitions of eligible debris) from public property only, including ROW of streets and roads. Work shall include: 1) examining and sorting debris to determine whether or not debris is eligible; 2) loading and sorting the debris; 3) hauling the eligible debris to a Georgia Department of Natural Resources, Environmental Protection Division approved dumpsite. Ineligible debris shall not be loaded, hauled, or dumped under this contract. The County Manager or his designee shall be immediately notified of any ineligible debris placed at the right of way for collection.
 - 2.4.1 The contractor shall not move from one designated work area to another designated work area without prior approval from the County Manager or his designee.
- 2.5 Any eligible debris, such as fallen trees, which extend onto the public ROW from private property, shall be cut at the point where it enters the ROW. Only that part of the debris that lies within the ROW shall be removed. Hazardous limbs are considered eligible debris and are defined as limbs greater than two inches in diameter that are still hanging

in the tree and are threatening a public use area, such as a trail, sidewalk, road, etc. Trees in the public ROW with more than 50% of the crown broken are eligible debris and shall be removed. Holes present as a result of uprooted trees in the public ROW shall be filled to ground level. The Contractor shall not enter onto private property during the performance of this contract, unless specifically authorized by the County, in writing.

- 2.6 Contractors shall note that a portion of the project will occur in residential areas. The contractors should exercise due care to minimize any damages to trees, shrubs, landscaping and general property. The contractor shall repair any damages caused by the contractor's equipment in a timely manner at no expense to the County. The debris work area shall be left clear of debris and cleaned, as reasonably and practical under the conditions of this project.
- 2.7 The contractor shall use equipment and perform work in a manner to prevent damages to the County's infrastructure facilities and adjacent ROWs, including all landscaped areas. The contractor shall repair any damages caused by the contractor's equipment in a timely manner at no expense to the County. All equipment shall be approved by the County Public Works Director prior to use. All loading equipment is required to operate from the street/road using buckets and /or boom and grapple devices to remove and load the debris. Any damage to private property, sidewalks, curbs, or streets shall be repaired at the expense of the contractor.
- 2.8 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.
- 2.9 The government reserves the right to inspect the site, verify quantities and review operations at any time.
- 2.10 All work shall be accomplished in a safe manner in accordance with OSHA standards.

3.0 LOAD TICKETS.

- 3.1 While it is preferred that an e-ticket system will be utilized for monitoring, should a manual system be used, load tickets shall be used for recording the cubic yard volume of debris removed for disposal. In the event that an e-ticket system is not utilized, the following process will be used regarding load tickets. A copy of the load ticket to be used by the contractor shall be submitted for County Administration approval prior to beginning work. The Contractor shall provide all load tickets to the County. The load ticket numbers shall be sequentially numbered. The load tickets shall be a minimum of four-parts. A sample load ticket is included as an attachment.
- 3.2 The e-ticket system, or if manual tickets are used, shall contain the following information:
- Ticket Number

- Contract Number
- Contractor Name
- Date
- Truck or Roll-off Number
- Truck Capacity
- Point of Debris Collection
- Loading Departure Time
- Dump Arrival Time
- Percent of Load
- Actual Debris Volume
- Debris Eligibility (Y/N)
- Type of Debris

3.3 In the event manual tickets are used, a minimum of four-part load ticket will be issued by a County monitor prior to transport of the debris from the loading site. The entire four-part load ticket is given to the vehicle operator. Upon arrival at the dumpsite, the vehicle operator will give the entire four-part load ticket to the County monitor. The County monitor will verify the hauler and equipment and establish a percent of truck capacity of the eligible cubic yardage of debris load. After documenting percentage to the nearest 5%, the County monitor will calculate the actual cubic yardage of the load. The actual cubic yard will be recorded on the load ticket by the County monitor to the nearest cubic yard. The County monitor will document the data on the load ticket. One copy is then given to the contractor, the original is kept by the County and the fourth for any other entity that may need a copy. The load tickets shall be submitted with the daily operational report.

4.0 DEBRIS CLASSIFICATION.

- 4.1 Eligible Debris. Eligible debris is considered all storm related debris which is located within the public right of way, and applicant owned properties, as defined below. It is further defined as debris eligible for reimbursement under the FEMA Public Assistance Grant Program.
- 4.2 Stumps. The removal and disposal of all stumps, when eligible for removal, may be paid on the cubic yard basis, regardless of size or whether or not the stumps require extraction by the contractor. Stumps 6" or larger hauled separate from other debris shall be individually measured and converted to cubic yards using the attached TABLE by the County's representative. Uprooted stumps with an exposed root ball on improved public property or ROW 24" or larger that create an immediate threat of life, public health, and safety which have to be extracted by mechanical means maybe addressed on a case by case basis by the County after FEMA approval. Removal shall be accomplished by the most economical means. The extracted stump will then be measured and converted to cubic yards using the attached TABLE by the County's representative.
- 4.3 Construction and Demolition (C&D). The removal of C&D debris within the Public ROW, and on applicant owned properties, is to be removed.

4.4 Household Hazardous Waste. If it is determined that Household Hazardous Waste (HHW) has been comingled with the eligible debris, the Contractor will be required to construct a HHW containment area(s) or coordinate to establish a useable existing site. The Material which is found to be classified as HHW shall be reported immediately to the County's representative. This material shall be segregated from the remaining debris using a method which will allow the remaining non-HHW containment area. Disposal of the HHW debris will be accomplished by the Contractor.

4.5 Electronics. The Contractor shall collect and dispose of eligible electronics waste in a manner complying with all applicable Federal, State and Local laws and regulations. Electronic, or e-waste, refers to electronic products being placed on the ROW. These include a wide range of items, including but not limited to:

- Television and computer monitors
- Computers and computer peripherals (i.e. monitors and keyboards)
- Audio and stereo equipment
- VCR's and DVD players
- Video cameras
- Telephones, cellular telephones and other wireless devices
- Fax and copy machines
- Video games and consoles

5.0 PERFORMANCE SCHEDULE.

5.1 The Contractor shall commence performance within twenty-four (24) hours of receipt of notice to proceed.

5.2 Prior to commencing debris removal operations a 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 7 and 14 day projection. The plan shall be updated every Monday.

5.3 All activity associated with debris operations shall be performed between 6:30 AM and 5:30 PM in the affected areas. The contractor may work seven (7) days per week, including holidays. Operation times and days may change at the direction of the Public Works Director or County Manager.

5.4 Maximum allowable time for completion shall be ninety (60) calendar days, unless the County initiates additions or deletions to the contract by written change orders. Both parties pursuant to applicable county, state and federal law will equitably negotiate subsequent changes in cost and completion time.

liquidated damages equal to daily monitoring costs and other costs incurred by lengthening the contact duration shall be assessed to the Contractor.

6.0 EQUIPMENT.

- 6.1 All trucks and other equipment must be in compliance with all applicable federal, state, and rules and regulations. All trucks and other equipment shall be equipped with back up alarms. Any truck used to haul debris must be capable of rapidly dumping its load without the assistance of other equipment. 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 sideboards are to be constructed of 2" by 6" boards or greater and not to extend more than two feet above the metal bedsides. All extensions are subject to acceptance or rejection by the County. The contractor, shall provide means to rapidly unload any trailer that does not have a means for dumping. All trailers shall have a metal-framed exterior and a minimum of 5/8" plywood (not wafer board) interior walls. All equipment used to haul debris shall be equipped with a tailgate that will effectively contain the debris during transport and permit the truck to be filled to capacity. **Plastic webbing is not acceptable for a tailgate.** All hauling equipment shall be measured and marked for its load capacity. The Contractor is responsible for ensuring all loading and transport equipment complies with state and local laws. The Contractor prior to use shall inspect all equipment. The Contractor will provide a form for this purpose. **County reserves the right to approve or reject any equipment.**
- 6.2 Trucks and other heavy equipment designated for use under this contract shall be equipped with two signs, one attached to each side. These signs shall be furnished by the Contractor. Magnetic signs are not permitted. The signs shall contain the following information:
- Company Name
 - Truck Number
 - Cubic Yardage
 - Inspectors Name and Date
- 6.3 Prior to commencing debris removal operations, the Contractor shall present to the County all trucks, trailers, or containers that will be used for hauling debris. Each truck or trailer will be measured to determine the load capacity. Each truck or trailer shall be numbered and clearly display the load capacity for identification with a permanent marking. The County may, at any time, request that the trucks be re-measured. The Contractor shall notify the County each time a new truck, trailer or container is to be used under this contract. No capacity can exceed 100% of the measured volume.
- 6.4 Trucks or equipment, which 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.

- 6.5 Loading equipment used under this contract shall be rubber tired and sized properly to fit loading conditions. Excessive size loading equipment (6 CY and up) and non—rubber tired equipment must be approved by the County.
- 6.6 The contractor shall provide an inspection tower at each dumpsite. This tower shall be constructed such that the County monitor can see the bed when empty and to fully view the debris load (at least 10 feet above the existing ground surface), establishing the volume. The inspection tower shall be constructed to meet all local, state and federal safety requirements. The tower shall be constructed using pressure treated wood. The floor area shall be a minimum of 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 4 foot high wall constructed of 2" x 4" studs and ½" plywood. The floor area shall be covered with a corrugated tin roof. The roof shall provide a minimum of 6'-6" of head room below the support beams. Access shall be provided by wooden steps with a hand rail. The towers shall include a writing surface area. The contractor may provide a mechanical lift to be used in place of the constructed tower until the tower can be constructed. The Contractor shall remove and dispose of the inspection towers following completion of the debris removal at the direction of the County. The Contractor shall provide portable restroom facilities at all dumpsites.

7.0 REPORTING.

- 7.1 The Contractor shall submit a report to the County each day for the term of the contract. Each report shall contain, at a minimum, the following information unless otherwise directed by the county:
- Contractor's Name
 - Contract Number
 - Truck Number
 - Location of work
 - Day of Report
 - Daily and cumulative totals of debris removed, by category
- 7.2 Discrepancies between the daily operational report and the corresponding load tickets shall be reconciled no later than the following day.

8.0 OTHER CONSIDERATION.

- 8.1 The Contractor shall supervise and direct the work, using a skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, personnel, taxes, and fees necessary to perform under the terms of this contract.
- 8.2 The Contractor shall be duly licensed in accordance with the city's, state's and county's statutory requirements to perform the work.

- 8.3 The Contractor shall be responsible for taking corrective action in response to any notices of violations issued as a result of the Contractors or any subcontractors' actions or operations during the performance of this contract. Corrections for any such violations shall be at no additional costs to the County.
- 8.4 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 should be posted at each approach to the work area. Work shall be accomplished in a safe manner in accordance with OSHA standards.
- 8.5 The Contractor is responsible for obtaining all applicable environmental and regulatory permits prior to the Contractor commencing operations.
- 8.6 The Contractor is responsible for dust control. The Contractor shall be in compliance with all state and local laws for dust control.
- 8.7 The County may suspend contractor operations due to inclement weather. The performance period may be extended for weather delays.
- 8.8 The Contractor shall employ as many local residents and subcontractors as possible as part of this contract.
- 8.9 The Contractor shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60).
- 8.10 The Contractor shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
- 8.11 The Contractor shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR part 5) in so far as it may apply to this contract.
- 8.12 The Contractor shall comply with Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 – 330) as supplemented by Department of Labor regulations (29 CFR Part 5).
- 8.13 The Contractor shall permit access by the grantee, the sub grantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the Contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

- 8.14 The Contractor shall retain all required records for three years after grantees or sub grantees make final payments and all other pending matters are closed.
- 8.15 Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).
- 8.16 The Contractor shall agree to comply with any other applicable Federal or State regulations.
- 8.17 The Contractor shall adhere to mandatory standards and policies on energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
- 8.18 Contractor shall not subcontract with any parties listed on the government wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension."
- 8.19 Contractor shall certify that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S. C. 1352. Contractor shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal Award. Contractor shall require all subcontractors to submit these same certifications.
- 8.20 Contractor shall comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered material practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

9.1 FINAL DISPOSITION.

Contractor will be responsible for negotiating and paying all disposal/tipping fees.

10.0 MEASUREMENT.

Measurement for all debris removed shall be as indicated on the BIDDING SCHEDULE as determined by the eligible debris delivered to dumpsite, as supported by the load ticket. Load tickets shall document measurement.

11.0 BONDING AND INSURANCE.

- 11.1 Prior to signing of contract, Contractor agrees to furnish the County with all applicable certificates of insurance. A bid bond in the amount of the bid (or one million dollars (\$1,000,000.00, whichever is greater)) shall accompany the proposal. In addition, payment and performance bonds with each being equal to the bid bond, are required within 24 hours of award of the contract.
- 11.2 The Contractor shall save and hold the County harmless from and against all liability, claims and demands on account of personal injuries (including without limitation workmen's compensation and death claims) or property loss or damages of any kind whatsoever, which arise out of or be in any manner connected with, or are claimed to arise out of or be in any manner connected with, the performance of this contract, regardless of whether such injury, loss or damage shall be caused by, or be claimed to be caused by, the negligence or other fault of the Contractor, any subcontractor, agent or employee.
- 11.3 Within 24 hours following signing of contract, Contractor shall provide copies of insurance policies including all endorsements.
- Commercial General Liability – in the amount of two million dollars (\$2,000,000.00) aggregate/one million dollars (\$1,000,000.00) per occurrence. The General Aggregate limit shall either apply separately to the resulting Contractor or shall be at least twice the required occurrence limit.
 - Comprehensive Automobile and Water Vehicle Liability – covering any automotive equipment to be sued in performance of the service, with a minimum limit in the amount of One Million Dollars (\$1,000,000.00) per occurrence combined single limit / Any Auto. Physical Damage Insurance covering owned or rented machinery, tools, equipment, office trailers, and vehicles.
 - Worker's Compensation – Proposer shall provide a policy with employer's liability coverage with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence for each accident or illness. The Worker's Compensation policy shall state that it cannot be cancelled or materially changed without first giving thirty (30) days prior notice thereof in writing to the Owner. Firms that have owner/operators that have filed a "Notice of Election to be Exempt" shall supply a signed copy of said notice. Any such exemption shall meet the requirements that qualify for an exemption under the applicable Worker's Compensation law.
 - Pollution and Remediation Liability
 - Limits: with limits of not less than Five Million Dollars (\$2,000,000.00) annual aggregate / One Million Dollars (\$1,000,000.00) per occurrence, including the cost of defense during the term of the contract and for a period of five (5) years

following the completion thereof. Such coverage shall include, but not be limited to:

- Pollution Legal Liability – (legal liability arising out of the discharge, dispersal, release, seepage, migration or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gasses, hazardous materials, waste materials, or other irritants, contaminants, pollutants, into or upon the land, the atmosphere, or any watercourse or body of water, including groundwater at, under, or emanating from the work).
- Remediation Legal Liability Expense – expenses incurred for or in connection with investigation, monitoring, removal, disposal, treatment, or neutralization of a condition arising from the discharge, dispersal release, seepage, migration, or escape of smoke, vapors, soot, fumes, acids, alkalis toxic chemicals, liquids or gases, hazardous materials, waste materials , or other irritants, contaminants, or pollutants into or upon the land, the atmosphere, or any watercourse or body of water, including groundwater at, under, or emanating from the work, as well as the cost to repair or replace real or personal property damaged during the course of Remediation Expense in order to restore the required Federal, State, Local or Provincial laws, ordinances, regulations, or statutes, or any subsequent amendments thereof; and
- Transportation Legal Liability /Expense Pollution Legal Liability or Remediation Legal Liability / Expense arising out of the movement by the Contractor of product or waste of the Owner to its final delivery point as specified in the resulting contract.
 - Contractor agrees that the insurer shall waive it rights of subrogation, if any, against the Owner on Commercial General Liability and Worker’s Compensation insurance coverage. The ACORD Certificate of Liability Insurance, with endorsements, shall be completed by the authorized Agent and returned to the Owner.
 - Loss Deductible Clause: The Owner shall be exempt from, and in no way liable for, any sums of money that may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Contractor.
 - The Contractor shall promptly remedy damage and loss to property caused in whole or in part by the Contractor, its subcontractors of every tier, anyone directly or indirectly employed by any of them, or anyone for whose acts they may be liable.

- Conditions: Each insurance policy shall include the following conditions by endorsement to the policy:
 - Each policy shall require that thirty (30) days prior to expiration, cancellation, nonrenewal or any material change in coverage's or limits, a notice thereof shall be given to the Owner by a certified mail to Contractor. Contractor shall also notify the Owner, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal, or material change in coverage received by said Contractor from its insurer, and nothing contained herein shall absolve the Contractor of this requirement to provide notice.
 - Companies issuing the insurance policy, or policies, shall have not recourse against the Owner for payment of premiums.

The term "Owner" shall include all Authorities, Boards, Bureaus, Commissions, Division, Departments and Offices of the County and individual members, elected officials, employees thereof in their official capacities, and/or while acting on behalf of the Owner.

Owner shall be named as an additionally insured on all policies of insurance. The policy clause "Other insurance" shall not apply to any insurance coverage currently held by the Owner to any future coverage, or to the Owner's Self-Insured Retentions as, if any of whatever nature.

12.0 PAYMENT.

- 12.1 Payment for work completed may be invoices on a semi-monthly basis. Invoice shall be based on reconciled load tickets from the daily operational reports. Payment will be based on the unit pricing submitted by the Contractor in the attached BIDDING SCHEDULE.
- 12.2 Time is of the essence to the performance hereunder and the County shall recover from the Contractor any delay costs caused by the acts or omissions of the Contractor or its agents. Except as otherwise provided herein, payment shall be made for actual work accepted and completed. If the Contractor has not been paid within thirty days following the date of hand delivery to the County's authorized agent of said invoice, the Contractor shall also be paid a late payment charge consisting of interest calculated at the rate of one and one-half percent per month calculated from the expiration of the thirty-day period until fully paid. Payment made is based on the post mark date or hand delivery date. No late payment interest shall be due and owing for payments withheld in good faith for reasonable cause.
- 12.3 For reasonable cause and/or when satisfactory progress has not been achieved by the Contractor during any period for which a payment is to be made, the County's authorized agent may retain a percentage of said payment, not to exceed 10% of the contract value to insure performance of the contract. Said cause and progress shall be determined by the County's authorized agent, in his sole discretion, based on his assessment of any past performance of the Contractor and the likelihood that such performance will continue.

Upon completion of all contract requirements, retained amounts shall be paid promptly less any offsets or deductions authorized hereunder or by law.

- 12.4 The County may withhold payment or final payment for reasons including, but not limited to the following: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed or other reasonable cause.
- 12.5 Final payment, less any offsets or deductions authorized hereunder or by law, shall be made within thirty days of the certification of completion of the project by the County's authorized agent provided the Contractor has completed filing of all contractually required documents and certifications with the County's authorized agent including acceptable evidence of the satisfaction of all claims or liens.

13. CHANGES, ADDITIONS, DEDUCTIONS AND EXTRA WORK

Upon proper action by the Applying County Board of Commissioners the County's authorized agent may authorize changes, additions or deductions from the work to be performed by written notice to the Contractor. No extra work shall be done or any obligation incurred except upon written order by the County's authorized agent. If any change causes an increase or decrease in the Contractor's cost of, or the time required for, the performance of any part of the work, under this contract, the County's authorized agent shall make an equitable adjustment and modify the contract in writing.

14.0 TERMINATION OF THE CONTRACT

- 14.1 This contract may be terminated at any time for the convenience of the County. The County agrees to pay the contractor for all work completed through the termination date.
- 14.2 This contract shall be terminated for cause if the Contractor defaults in the performance of any of the terms hereof, including but not limited to: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed, or other reasonable cause; or otherwise fails to cure any other deficiency identified by the County's authorized agent within 24 hours of delivery of notice of said deficiency. The county retains all other legal or equitable rights or remedies existing as a result of said default, including but not limited to any legal process necessary to obtain any sureties securing this contract. Any reasonable attorney's fee incurred in enforcing this contract will not exceed 5% of said contract price.

15.0 WARRANTIES AND REPRESENTATION

- 15.1 This contract is binding upon and insures to the benefit of the County or Assigns and is the whole agreement of the parties and governed by the laws of the State of Georgia.
- 15.2 The Contractor shall comply with all Federal, State, County and municipal laws, ordinances, and regulations. The Contractor shall not discriminate against any employee

or applicant due to sex, race, color, creed, national origin or ancestry. The Contractor further certifies he is eligible to perform this contract under local and Federal law, is not now and has never been debarred from performing Federal or State government contracts and that all subcontractors used in the performance of this contract have the same qualification.

16.0 DEFICIENCIES, CORRECTIVE ACTIONS AND DEDUCTIONS

- 16.1 When the Contractor's work does not conform to the Contract requirements completely, a deficiency exists. If a deficiency(s) is serious enough to render a service unacceptable, it is also considered a defect. Defects are important in determining if non-compliance levels have been exceeded for services inspected.
- 16.2 Corrective Actions. If deficiencies are identified, the County must take action to correct these deficiencies using one, or in some cases a combination of, the following:
 - 16.2.1. Stop unsafe work. The County's authorized agent may immediately stop work on that portion of the job affected by a safety hazard, until it is corrected.
 - 16.2.2. Issue a Stop Work Order. If the County's authorized agent determines the deficiency is serious, the County can issue a stop work order.
 - 16.2.3. Reduced Value Deduction. The County may reduce the Contract price to reflect the reduced value of the services performed. This method is normally used when the work is performed by the, County or another contractor rather than the Contractor under this contract. The amount of the deduction is equal to the value of the service(s) not performed. As appropriate, calculation of deductions for certain deficiencies will be made using approved methods allowed by the contract clause entitled "Inspection of Services".
 - 16.2.4 The Contract may be terminated.
- 16.3 The County may discuss corrective actions with the Contractor to prevent future occurrences.
- 16.4 The County's authorized agent will notify the Contractor, in writing, of any observed noncompliance with the aforementioned Federal, State, or local laws or regulations. Such notice, when delivered to the Contractor at the site of the work, shall be deemed sufficient for the purpose. After receipt of such notice, immediately inform the County's authorized agent of proposed corrective action, and take such action as may be approved. If the Contractor fails or refuses to comply promptly, the County's 'authorized agent may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stop orders shall be made the subject of a claim for extension of time, or for excess costs or damages by the Contractor.

17.0 NOTICES

- 17.1. At the time of the award, the Contractor shall designate, in writing, a Contractor's Representative (CR) to receive any Notice required hereunder and who shall be available at the local work site in Appling County, during all times that the Contractor is performing work in accordance herewith. A copy of said designation shall be provided to the County's authorized agent at the time of award.
- 17.2. The only County personnel authorized to receive any Notice required hereunder shall be the County's authorized agent, J. Reid Lovett, the County Manager. Said Notice must be hand delivered during normal business hours to the location designated by the County. That location is:

Appling County Board of Commissioners
Attn: J. Reid Lovett
69 Tippins St, Suite 201
Baxley, Georgia 31513

18.0 OTHER CONTRACTS

The County reserves the right to issue other contractors or direct other contractors to work within the area included in this contract. County also reserves the right to rent/lease equipment from contractors to perform work within the area included in this contract.

19.0 ATTACHMENTS

1. Price Proposal Form
2. List of Proposed Subcontractors
3. Debarment Certification Form
4. E-Verify Certification Form

20.0 PROPOSAL EVALUATION CRITERIA

Below is the criteria that will be used by the County to evaluate and score responsive and qualified proposals. Proposers shall include sufficient information to allow the County to thoroughly evaluate and score their proposals. Each proposal submitted shall be evaluated and ranked by an evaluation committee. The contract will be awarded to the most qualified proposer in the convenience of the county, per the following:

CRITERIA	WEIGHTED %
Contractor's Experience / Past Performance / Individual Credentials of Contractor and Team (Years of experience; similar projects; Knowledge of the location area experience in debris removal and disposal; experience with FEMA/MEMA programs/coordination)	30
Proposal/Work Plan for Applying County Project	30
Price	40
Total Score	100%

21.0 ACCEPTANCE OF CONTRACT

The Contractor shall provide all the documentation required as per SECTION BONDING AND INSURANCE of this contract within the specified time limit, and providing a list of all Sub-Contracts and Proof of Insurance of all Sub-Contractors being used under this contract.

The Contractor shall provide proof of Worker's Compensation as required by the State of Georgia.

As agreed upon by the Appling County Board of Commissioners and _____ (Contractor name) local sub-contractors and individuals will be used, to the extent possible, during this debris removal project.

The Contractor agrees to complete the work in a professional, workmanlike manner and within the scope of work guidelines set forth above based on the unit pricing submitted by the contractor in the attached BIDDING SCHEDULE.

BY WITNESS WHEREOF, the parties have agreed to the above requirements and have entered into the above contract this _____ (date).

COUNTY of Appling, State of Georgia - (Contractor)

By: _____ Name & Title By: _____ Name & Title

By: _____ Name & Title By: _____ Name & Title

ATTACHMENT 1
PRICE PROPOSAL FORM
DISASTER DEBRIS REMOVAL AND DISPOSAL

Name of Company: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

Contractor's License (C.O.R.) Number: _____

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

The FEE PROPOSAL SCHEDULE included on the following sheet should be completed in order to provide the COUNTY with a complete schedule of values for the services that may be performed as a part of this RFP. There are no quantities listed on the FEE PROPOSAL SCHEDULE. The proposer is responsible for providing the due diligence to make the necessary estimations of quantities for the included pay items and to provide unit prices based on the information that is deemed to accurately reflect the conditions in the field for the pay items listed on the FEE PROPOSAL SCHEDULE. Payment will be made based during the contract based on the unit prices included in the proposal.

FEE PROPOSAL SCHEDULE

DEBRIS REMOVAL AND DISPOSAL SERVICES

PROJECT NO. FEMA-4830

ITEM NUMBER	DESCRIPTION	UNIT	UNIT PRICE
TDMS (Vegetative Only)*			
1	Loading and Hauling of Eligible Vegetative Debris to Temporary Debris Management Site (TDMS)	CY	
2	Operate Temporary Debris Management Site (TDMS) – Includes Site Preparation, Sorting of Mixed Debris, Burning of Vegetative Debris, and Site Restoration and Closeout	CY	
3	Loading, Haul and Final Disposal of Reduced Vegetative Debris from TDMS to an Owner Approved Final Destination (Tipping Fees Included)	CY	
Trees, Stumps & Other Debris Items			
4	Leaning/Hazardous Tree Removal, 6” – 12” (Cut and Drop)	EACH	
5	Leaning/Hazardous Tree Removal, 13” – 23” (Cut and Drop)	EACH	
6	Leaning/Hazardous Tree Removal, 24” - 36” (Cut and Drop)	EACH	
7	Leaning/Hazardous Tree Removal, greater than 36” (Cut and Drop)	EACH	
8	Removal of Hanging Limbs in the ROW (Per Tree) (Cut and Drop)	EACH	
9	Hazardous Stump Removal – 24” – 35”	EACH	
10	Hazardous Stump Removal – 36” – 48”	EACH	
11	Hazardous Stump Removal – Greater than 48”	EACH	
12	Supply & Place Backfill Material as Required for Stump Removal and Rut Replacement	CY	
13	Loading, Hauling & Disposal of White Goods	EACH	
14	Loading, Hauling & Disposal of Electronic Waste	LBS	
15	Collect and Dispose of Household Hazardous Waste at COUNTY	LBS	

	Approved Site		
16	Disposal Site Inspection Tower (Erection and Removal)	EACH	
	Alternate RFP Option		
17	Rental/Lease Equipment - Please provide equipment list and a rate for each, with MODEL, SIZE, Horsepower of equipment to be used, Rate should include equipment, fuel and operator to supply to the county for debris removal)	HOURLY RATE	

* The County will select which option, or combination of options, to utilize in this contract.

Authorized Signature: _____
 (provide evidence of signing authority)

Name and Title: _____

ATTACHMENT 2

LIST OF PROPOSED SUBCONTRACTORS

DISASTER DEBRIS REMOVAL AND DISPOSAL

Company Name: _____ MBE/DBE: _____

Company Address: _____

Company Contact Person: _____

Proposed Scope of Work: _____

Company Name: _____ MBE/DBE: _____

Company Address: _____

Company Contact Person: _____

Proposed Scope of Work: _____

Company Name: _____ MBE/DBE: _____

Company Address: _____

Company Contact Person: _____

Proposed Scope of Work: _____

Company Name: _____ MBE/DBE: _____

Company Address: _____

Company Contact Person: _____

Proposed Scope of Work: _____

(Make Additional Copies of this Sheet if Needed)

ATTACHMENT 3

REQUEST FOR PROPOSAL
APPLING COUNTY DEBRIS REMOVAL AND DISPOSAL SERVICE PROJECT
NO. FEMA-TBA

CERTIFICATION REGARDING DEBARMENT,
SUSPENSION AND OTHER RESPONSIBILITY MATTERS

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS -Certification in accordance with Section 29.510 Appendix A, C.F.R./Vol. 53, No. 102, page 19210 and 19211:

- (1) The CONTRACTOR certifies to the best of its knowledge and belief that it and its principals:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and
 - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default;
 - (e) has not either directly or indirectly entered into any agreement participated in any collusion; or otherwise taken any action in restraint of free competitive negotiation in connection with this CONTRACT.

- (2) The CONTRACTOR further certifies, to the best of his/her knowledge and belief, that:
 - (f) No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or employee of a member of Congress in connection with the awarding of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - (g) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer of employee of

Congress, or any employee of a member of Congress in connection with this CONTRACT, Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions will be completed and submitted.

The certification contained in (1) and (2) above is a material representation of fact upon which reliance is placed and a pre-requisite imposed by Section 1352, Title 31, U. S. Code prior to entering into this CONTRACT. Failure to comply shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000. The CONTRACTOR shall include the language of the certification in all subcontracts exceeding \$100,000 and all sub-contractors shall certify and disclose accordingly.

I hereby certify that I am the duly authorized representative of the CONTRACTOR for purposes of making this certification, and that neither I, nor any principal, officer, shareholder or employee of the above firm has:

- (a) employed or retained for commission, percentages, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONTRACTOR) to solicit or secure this agreement,
- (b) agreed, as an express or implied condition for obtaining this CONTRACT, to employ or retain the services of any firm or person in connection with carrying out the agreement, or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bone fide employee working solely for me or the above CONTRACTOR) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the agreement; except as herein expressly stated (if any).

I acknowledge that this Agreement may be furnished to the Federal Emergency Management Agency, in connection with the Agreement involving participation of federal disaster relief funds, and is subject to applicable state and federal laws, both criminal and civil.

SO CERTIFIED this day of _____, 20____.

CONTRACTOR NAME HERE

BY: _____
{typed name}

ATTEST: _____

My Commission Expires: _____

Notary

ATTACHMENT NO. FOUR
See attached Contractor Affidavit

ATTACHMENT #4

CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-1-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Appling County has registered with, is authorized to use and uses the federal work authorization program, commonly known as E-Verify, or any subsequent replacement program in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 20____.

Notary Public

My Commission Expires:
