

REQUEST FOR BIDS

PROJECT: TRANSFER STATION TIPPING FLOOR REPAIRS



City of Lancaster
P.O. Box 1149
216 S. Catawba Street (29720)
Lancaster, SC 29721

September 22, 2020

Submittal Deadline October 22, 2020 by 4:00 P.M. EST

Request for Bids
City of Lancaster
Transfer Station Tipping Floor Repairs

Overview

The City of Lancaster operates a transfer station located at 1309 Lynwood Drive, Lancaster, SC 29721 that consists of two bays; one for municipal solid waste and the other for construction and debris. The transfer station was built in 1995 and was expanded in 2010. Due to settling issues in 2019 the transfer station tipping floor was raised four inches by polyurethane foam injection. The transfer station operates five days a week, collects refuse from the entire county, and process an average of 106.98 tons daily.

The municipal solid waste tipping floor has experiencing tremendous wear and the metal chutes are failing. The City is seeking bids from qualified contractors for repairing the transfer station tipping floor. The work to be performed by the successful bidder consists of providing all labor, equipment, materials, and incidentals to demolish and repair approximately 1,185 square feet of concrete slab, and the removal and repair of the steel slope plates. The concrete slab consists of assumed ten-inch (10") thick slab. Slab renovation will consist of repairing subgrade, installing reinforcing steel, tying new slab back into existing slope brackets, guard plate assembly, and replacing slab with cast in-place concrete.

The transfer station is located at 1309 Lynwood Drive, Lancaster, SC 29721.

The City understands the likelihood that the municipal solid waste tipping floor will be closed during the repairs and an alternative tipping floor will be established. The alternative tipping floor will be adjacent to the solid waste tipping floor and there will be a continual flow of traffic from garbage trucks, knuckle boom vehicles, and backhoes. Due to the time constraint that the City can operate with the main tipping floor closed it will be of the utmost importance that the work be completed in a timely manner, which may require afterhours and weekend work.

The City is highly encouraging prospective bidders to visit the site before submitting bids. Those wishing to visit the site must contact Matt Berry, Solid Waste and Maintenance Operations Director, at (803) 320-3908 or mberry@lancastercitysc.com.

It is the intent of the City to select one (1) contractor to perform all work herein specified. While it may be reasonable to subcontract part of this effort, all subcontractors are subject to the City's review and approval and must meet appropriate qualifications for their proposed roles and be approved by the City before contractor engages the services of said subcontractor(s).

The City will not be responsible for any costs incurred by any firm to respond to this request. Companies who wish to submit bids must provide the information outlined in the RFB by October 22, 2020. Five copies of the response must be provided in a sealed envelope clearly marked "Response to RFB for the City of Tipping Floor Repairs" by 4:00 p.m. on Thursday, October 22, 2020. Electronic (email) or facsimile submissions will not be accepted, and late submittals will be rejected. Proposals should be submitted to:

Tracy Rabon, City Clerk
P.O. Box 1149
Lancaster, SC 29721

The tentative timeline is:

<u>Task</u>	<u>Target Date</u>
RFB release	September 22, 2020
RFB due	October 22, 2020 @ 4:00 p.m.
Bid Opening	October 22, 2020 @ 4:00 p.m.
Review by City staff	October 23 – October 26, 2020
Negotiations on contract terms	October 27 – October 29, 2020
Contract approval	October 30, 2020
Notice to Proceed	November 9, 2020

The City may conduct inquiries and request additional information from companies as the City deems necessary to assist in its evaluation.

The City reserves the right to accept or reject any and all proposals submitted and/or negotiate terms with companies who submit proposals. The City reserves the right to select the firm that best meets the needs of the City in the sole judgement of the City, and the selection will be based on experience, qualifications, and/or economic benefit to the City.

All questions must be in writing and directed to:

Tracy Rabon, City Clerk
P.O. Box 1149
Lancaster, SC 29721
(803) 289-1453
trabon@lancastercitysc.com

Required Qualifications:

Bidders and their subcontractors shall be experienced in the kind of work to be performed, and shall have the equipment, staff, and facilities necessary to perform all of the work required properly and effectively. Bidders shall also possess sufficient capital to properly execute the work for the specified periods of time.

Bids received from bidders who cannot demonstrate the ability to perform the work during the specified term, or who have previously performed similar work in an unsatisfactory manner may be rejected.

Upon award of the proposed contract, the successful bidder shall obtain a City of Lancaster Business License for the project. The business license fee is calculated on a rate base of the project's gross income. For more information on the estimated license fee please contact Karen Proctor, Business License Specialist at (803) 289-1462 or kcproctor@lancastercitysc.com.

Scope

The City of Lancaster is seeking bids from contractors to provide construction services for the repair of the City's transfer station municipal solid waste tipping floor. See Attachment A for detail construction documents

Submittal Information and Requirements

Five Statements of Bids will be accepted at City of Lancaster, P.O. Box 1149, 216 S. Catawba Street (29720), Lancaster, South Carolina 29721, until 4:00 P.M., October 22, 2020. All respondents are requested to provide the information specified along with any supplemental information that provides a comprehensive view of the firm, team assigned to the project, and proposed execution plan. Information shall be provided in an organized, clear, and concise manner. The packet shall be placed in a sealed envelope marked clearly, "Response to RFB for the City of Lancaster Tipping Floor Repair."

Electronic (email) or facsimile submissions will not be accepted.

Proposal Format

1. **Coversheet / Cover Letter:** The name of your firm, and the name, address and telephone number of a contact person for questions concerning the proposal submitted.
2. **Qualifications & Experience of the Firm:** Brief history and organization of the firm (how many years has the organization been in business as a contractor), legal entity that will enter into the contract, and the name and title of the person that is authorized to enter into a master contract agreement. List any sub-consultant firms that will support your firm.

Provide a narrative of your firm's prior experience and qualifications as it pertains to the scope of work and provide a list of projects with similar scopes. Include firm's direct experience with repairing transfer station tipping floors, and if any surety expended any monies in connection with a contract for which they furnished a bond on your behalf.

3. **Project Team:** Provide a list of the project team members (including the office location where they currently work) that you propose to use and identify the responsibility of each team member. You do not need to list all of your subconsultant employees that may be

on the team, but you should list your subconsultants and the primary contact at your subconsultants. Provide a brief resume for each person listing specific similar project experience, educational experience, and licensure/certifications. List any their specialty or role on the team.

4. Project Management Approach to the Project & Quality Control: Demonstrate project management approach to the project and quality control methods that will be employed.
5. Capacity and Response Capability: Provide a statement of your firm's current workload, proposed schedule of action, and capacity to meet the project's proposed schedules.
6. References: Provide the name, address and telephone number of at least three (3) references familiar with the quality of work done by your firm of similar nature as contained in the above scope of work. By submission of the references, you are authorizing the City of Lancaster to contact these references.
7. Price: The proposal should include the total cost to fully complete the project.

Evaluation Criteria

The following factors will be used in evaluating the bids and awarding a contract:

- Firm's overall experience with similar projects comparable in type, size, and complexity;
- Demonstrated ability of the firm to perform high quality work, to be creative, to control costs, and to meet project schedules;
- Project approach and schedule;
- References; and
- Project cost.

The contract will be awarded to the bidder submitting the lowest and best bid. While price will be the primary factor, the City will also consider a bidders experience in performing this type of work, the bidders ability to perform the work in a reliable and safe manner, a bidders past performance in undertaking similar projects, the bidders ability to perform the work on its own, and the quality of any proposed subcontractors.

RFP Revisions

Any revision(s) to this RFP will be issued and distributed as an Addendum by the City of Lancaster in writing.

The City of Lancaster is an Equal Opportunity employer. The City of Lancaster reserves the right to disqualify from consideration statements received after the date and time specified above. Any

proposals may be withdrawn or modified by written request prior to the date and time of receipt provided above. In submitting these qualifications, it is understood by respondent that the City of Lancaster reserves the right to 1) reject any and all proposals and to be the sole judge of the value and merit of the statements offered; and 2) eliminate from consideration any statement deemed substantially or materially unresponsive to the requests provided herein.

Nota Bene: The City reserves the right to accept or reject any and all proposals submitted, and/or negotiate terms with firms who submit proposals. The City exclusively reserves the right to select the firm that best meets the needs of the City in the sole judgement of the City, and the selection will be based on experience, qualifications, and/or economic benefit to the City.