

Jefferson County Solid Waste

REQUEST FOR PROPOSAL (RFP)

Yard Maintenance.

Mowing

Weed eating

Blowing Off Driveway

Spraying Weed Kill Where Needed Trimming

Limbs Where Needed

JEFFERSON COUNTY COLLECTION SITES

Jefferson County Solid Waste

1697 S Jefferson St

Monticello, Florida 32344

Phone: 850-342-0184 | Fax: 850-342-0185

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Prepared By: Beth Letchworth

Date: August 28, 2020

REQUEST FOR PROPOSAL
JEFFERSON COUNTY COLLECTION SITES
Monticello - Florida

PROPOSAL SUBMISSION DEADLINE: September 9, 2020, 2:00 p.m.

QUESTION SUBMISSION DEADLINE: September 4, 2020

Questions or information of any kind, contact:

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Monticello, Florida 32344
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INTRODUCTION

Due to the COVID-19 pandemic, Jefferson County has not had access to the Inmate Labor Squad used to clean and maintain the Solid Waste Collection Sites. Therefore, Jefferson County Solid Waste invites and welcomes proposals for their Collection Site maintenance needs. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

PROJECT OBJECTIVE

The objective and ultimate goal for this project is keep the 11 county collection sites mowed, weed eating, trim any limbs needed and spray weed kill where needed. Clean fence line where needed. Blow off driveway. Work schedule should be bi-weekly and subject to change due to seasonal weather.

PROJECT AND LOCATIONS

Pinckney Hill Collection Site

*6640 Ashville Hwy

Fulford Collection Site

*2576 Fulford Rd

Bassett Collection Site

*30 Bassett Dairy Rd

New Monticello Collection Site

*405 New Monticello Rd

Rec Park Collection Site

*1490 Mamie Scott Dr

Lloyd Collection Site
*8540 Old Lloyd Rd
Wacissa Collection Site
*10705 Gamble Rd
Nash Rd Collection Site
*1389 Nash Rd
Lamont Collection Site
*9939 South Salt Rd
Aucilla Collection Site
*1171 South Salt Rd
Solid Waste Office
*1697 S. Jefferson St

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Jefferson County Solid Waste shall award the contract to the proposal that best accommodates the various project requirements. Jefferson County Solid Waste reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Jefferson County Solid Waste no later than 2:00 p.m. on September 9, 2020 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

Jefferson County Solid Waste reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Bidder's Federal Employee Identification Number (FEIN)
7. Evidence of legal authority to conduct business in Florida (e.g. business license number).

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 3 references

By submitted a proposal, Bidder agrees that Jefferson County Solid Waste may contact all submitted references to obtain any and all information regarding Bidder's performance.