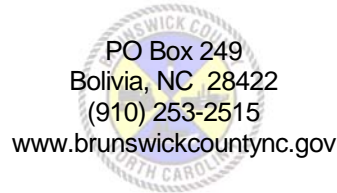


**Brunswick County
Operation Services Department**

Stephanie Lewis, Director

Construction & Grounds
Building Maintenance
Housekeeping



Solid Waste & Recycling
Mosquito Control
Service Center

August 23, 2010

**County of Brunswick
Request for Proposals**

The County of Brunswick requests proposals from firms and businesses to provide crushing services for Land Clearing and Inert Debris (LCID) collected and stockpiled at the site of the Brunswick County landfill facility in Supply, North Carolina. LCID consists of mainly concrete, but also brick, asphalt, and block.

I. General Information

The County has been stockpiling LCID for several years and is in need of crushing services for this debris. The amount of material currently stockpiled at the Landfill is estimated to be 60,000 tons. The County took in approximately 10,500 tons of LCID in FY 09-10. The amount of material to be crushed will be dependent on the price and type of proposals received, but ideally at least half of the stockpiled material will be crushed.

II. Scope of Work

- A. The contractor shall provide all equipment, materials, and labor necessary to crush concrete and other LCID at the County landfill facility, and shall be responsible for all costs associated with performing the service. Concrete should be crushed to approximately one half inch (1/2") in size or to ABC base type material.
- B. The County will require the contractor to use a magnet to remove as much metal as possible from all crushed material. The County will also require the contractor to remove as much dirt and debris as possible prior to crushing to ensure the highest possible quality of product. The County will also provide assistance with excavating the material in the form of one excavator and operator.
- C. The County would require the crushing equipment to be equipped with scales. The County would also require the equipment scales to be compared to the Landfill scales before and during the crushing operation to maintain integrity and accurate records of crushed material.

- D. The contractor will provide the County with an estimated length of time to complete the work. The County will make allowances to this schedule for weather conditions not permitting the operation to run as normal.
- E. The contractor shall maintain records and submit reports of all contractual activities undertaken. The reports will be furnished to the County within 30 days of the service being performed. A final report, summarizing information for the length of the entire service period shall be submitted within 30 days following the conclusion of the service period. The reports shall include the total tonnage of concrete and other LCID processed at the landfill facility.

III. Requirements

A. Equipment Requirements

- 1. All equipment and vehicles must be properly registered and insured in accordance with the Motor Vehicle Laws of the State of North Carolina.
- 2. Equipment shall conform to all federal, state, and local safety regulations.
- 3. The contractor shall maintain all equipment and take responsibility for any hazardous spill, leak, etc. and the necessary clean up according to federal, state and local environmental regulations.

B. Insurance Requirements

- 1. For the purposes of the agreement, the contractor must carry the following types of insurance in at least the limits specified below.
 - a. Workers' Compensation: Coverage to apply to all employees of the contractor for statutory limits in compliance with applicable state and federal laws. The policy must include employers' liability with a limit of \$1,000,000 each accident, \$1,000,000 bodily injury by disease each employee and \$1,000,000 bodily injury by disease policy limit.
 - b. Comprehensive General Liability: Coverage shall have minimum limits of \$1,000,000 per occurrence combined single limit for bodily injury, liability and property damage liability. This shall include premises and /or operations, broad form property damage, XCU coverage and a contractual liability endorsement.

c. Business Auto Policy: Coverage shall have a minimum of \$1,000,000 per occurrence combined single limit for bodily injury liability and property damage liability. This shall include owned vehicles, hired and non-owned vehicles, and employee non-ownership.

2. The contractor will provide the County with a copy of insurance documents.

IV. Price and Type of Bid

The County would prefer a bid based on a percentage of the crushed material, but will consider bids of a per ton price. For example, the Contractor would own a percentage of the crushed material and the County would own a percentage of the crushed material. If the contractor is able to bid based on a percentage of product, they would also need to be able to remove the product from the County facility within 30 days of completing the work. If the Contractor is not able to remove their percentage of crushed product from the facility, the County would consider alternative proposals. The bid price proposed by the contractor shall include the price per ton to crush concrete and/or the percentage of product to be owned by both parties. All prices and proposals shall be valid for 90 days.

V. Proposal Content

The package shall include an original and two copies with the following information:

- A. The company name, address, and telephone number.
- B. The name, address, and telephone number of a company representative with the authority to answer questions or provide clarification regarding the proposal's contents.
- C. The scope of service to be provided with a detailed description of how the work will be performed and the equipment and personnel to be used to insure work finalization.
- D. Any assistance or requirements from the County.
- E. List of key personnel to be assigned to perform the service and their qualifications.
- F. A detailed company history.
- G. Reference list of completed or current contracts, including the name and telephone number of a contact person for each reference listed.

H. A completed price proposal form, found on page 5 of this document, following guidelines from section IV of this document.

VI. Time of Performance

The contractor shall be available to begin service within 30 days after signing the service agreement. Once work begins the contractor should continue work for the County until the work is complete. If this is not possible, the contractor should make the County aware of its schedule and availability, which should be agreed upon and included in the service agreement. The Landfill site will be open and available to the contractor Monday through Saturday from 8am until 4:30pm.

VII. Right to Reject

The County reserves the unqualified right to reject any or all proposals when such rejection is deemed to be in the best interest of the County.

VIII. Cost to Prepare Proposals

Any cost incurred by a contractor in preparing or submitting a proposal is the sole responsibility of the contractor and will not be eligible for reimbursement by the County.

IX. Right to Submitted Proposals and Supporting Documents

All written correspondence, proposals, and supporting documents received by the County regarding the Request for Proposals will become property of the County.

X. Proposal Deadline

All proposals must be received by 4:30 pm on September 17th, 2010 at the Brunswick County Solid Waste Department, PO Box 249, Bolivia, NC 28422.

XI. Inquiries

All inquiries concerning this Request for Proposals may be directed to Bryan Hollis, Operations Superintendent at (910)253-2509, or op-svcs@brunsko.net.

CONCRETE CRUSHING PRICE PROPOSAL FORM

Price per ton to crush concrete \$ _____ per ton

Percentage of product **contractor** would retain %

Percentage of product **County** would retain _____
100%