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DEPARTMENT OF FINANCE
MARK LEWIS, FINANCE DIRECTOR
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Addendum No. 2

**RFP No. 21-08
STANDBY CONTRACT: DEBRIS REMOVAL FOR EMA**

August 13, 2021

RFP #21-08 is hereby amended as follows:

- THIS RFP HAS BEEN PLACED ON HOLD UNTIL THE CONSULTANT IS HIRED FOR RFP # 21-14 FOR MONITORING AND CONSULTING OF THIS CONTRACT. THE NEW DUE DATE WILL BE DETERMINED AT A LATER DATE.**

- Below are questions received and corresponding answers:**

A. Question: What was the last event that impacted the County which required activation and performance by the County's disaster debris management contractor?

Answer: N/A. This is the first time we will have a contracted vendor for this service.

B. Question: How many cubic yards of debris was collected in that event?

Answer: N/A

C. Question: Which Contractor held the previous or holds the current contract for the services requested in this solicitation?

Answer: We do not have a current contract in place for this RFP. We have never had these services out for Bid before.

D. Question: Please provide the names and titles of the evaluation committee members.

Answer: The evaluation committee has not been established at this time.

E. Question: Please provide the date, time, and location when the evaluation committee meeting will be held to evaluate proposals.

Answer: Each evaluator must do their evaluation on their own. We have a spreadsheet

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that they complete with their ratings on it and then we do a final evaluation form with all the evaluator's scores. They are given a two-week time frame to complete these, however, they may need more time depending on several things that can take place.

F. Question: Where will the evaluation committee meeting notice be posted?

Answer: We do not hold meetings for the evaluations. The evaluation committee has to complete their evaluations on their own individually. Pricing is held confidential until after an award is made.

G. Question: When will the intent to award be made, and how will it be communicated to proposers?

Answer: We do not have a current time frame for this contract. The potential awardee will be notified during the contract phase.

H. Question: Does the County own any self-loading grapple trucks, and if so, how many?

Answer: No.

I. Question: Does the County have Memorandums of Understanding (MOU) or Mutual Aid agreements in place with other incorporated municipalities within the County that would allow the use of this contract to be utilized by those entities to perform disaster debris management services and if so, which ones?

Answer: Yes. The City of Conyers, Georgia.

J. Question: Does the County intend to allow all or some of the incorporated municipalities within the County to utilize this contract, and if so, which ones?

Answer: We only have one municipality which is the City of Conyers. They are allowed to piggyback off any of our contracts.

K. Question: Will this contract be used to perform services on state roads within the County in lieu of the GDOT performing those services?

Answer: Possibly, based on the scope of the disaster and GDOT's ability to respond.

L. Question: If the answer to the previous question is yes, does the County have a pre-existing Memorandum of Understanding (MOU) or Mutual Aid agreement with the GDOT that authorizes the County to perform debris removal services on state roads?

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Answer: Rockdale EMA has no pre-existing MOU with GDOT.

M. Question: Does the County have approved TDSRS sites? If so, please provide the location(s) of TDSRS Sites.

Answer: Temporary sites have been approved in the past on an “as needed” bases. There are no standing approved permanent sites.

N. Question: Regarding the Pricing evaluation, does the County intend to add up all unit price line items to get a total figure to compare against other proposers, or will quantities be assigned?

Answer: Pricing is not an evaluation factor; however, pricing will be considered in our final decision.

O. Question: If quantities are assigned for unit prices, what will they be?

Answer: N/A

P. Question: Exhibit A – Scope of Service #1 references “Emergency Road Clearance”; however, no hourly pricing is included in the pricing sheet. Kindly confirm if the Fee Schedule will be amended to include hourly pricing for emergency road clearance.

Answer: See attached amended Fee Schedule Item #24

Q. Question: If the fee schedule is amended to include hourly pricing, how does the County intend on weighing the hourly line items?

Answer: Refer to the answer in Question N.

R. Question: Fee Schedule Line Item# 5 for TDSRS Management and Processing includes the chipping or grinding and burning of vegetative debris. Typically chipping/grinding and burning are separated into two different line items as these are two different services. Would the County consider separating these services into two different line items on the Fee Schedule?

Answer: Yes. See amended Fee Schedule, Items 1-1.1d

S. Question: Fee Schedule Line Item# 5 for TDSRS Management and Processing includes the TDSRS Leasing (if required). Per FEMA Public Assistance Program and Policy Guide Version 4, “Establishing and operating a temporary staging site necessary for debris separation and reduction

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is eligible. The cost to lease property is eligible. Additionally, if the terms of the lease require that the Applicant restore the leased property back to its condition prior to the Applicant's use, the costs related to that restoration are also eligible as part of the Category A project." Since this is a pass through cost, would the County consider separating this service on a separate line item on the Fee Schedule?

Answer: Response to be provided by the Consultant at a later date.

T. Question: Fee Schedule Line Item #10 for Hangers displays price per hanger. As per FEMA Public Assistance Program and Policy Guide Version 4, "FEMA encourages Applicants to procure branch or limb removal from trees on a one-time charge per tree basis as opposed to a unit price per limb or branch to facilitate more cost-effective operations." Would the County consider revising unit cost measurement from "hanger" to "tree"?

Answer: See attached Revised Fee Schedule.

U. Question: Is there an existing contract similar to this in place or previously in place? Are the bid tabulations available?

Answer: Please refer to Question C.

V. Question: Will the payment for Stumps include hauling?

Answer: Yes.

W. Question: What landfill does the County plan to use in the event of contract activation?

Answer: TBD.

X. Question: The following evaluation criteria are listed in the RFP: Staffing and Availability, Experience/Performance and Approach. Will pricing be evaluated?

Answer: Refer to the answer in Question N.

Y. Question: Please confirm if only 1 original and no copies of the Price Proposal is required.

Answer: As stated on page 2 of the RFP, submit the following.

Technical Proposal: Two (2) hard copies and one (1) original hard copy and one Flash Drive in Adobe PDF format will be required for review purposes. (Original must be clearly marked "Original" and the Copies clearly marked "Copies."). Flash Drives that are blank or

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have incorrect information on them will not be acceptable and may be justification for disqualification. Check your Flash Drive(s) to ensure that they have the appropriate material on it before submitting.

Price Proposal: One (1) hard copy of the price proposal form is required to be submitted in a separate sealed envelope labeled "Proposal Form".

- Z. Question: Do we need to include signed subcontractor affidavits in our proposal?
a. Is this a post award requirement?

Answer: The subcontractor affidavits must be submitted with your Proposal, if applicable.

- AA. Question: Please confirm the Fee Schedule is the Proposal Form referred to on p. 2.

Answer: That is correct. The revised Fee Schedule is attached and page 30 in the RFP are all considered the Proposal Form.

- BB. Question: Page 9, #7 under Standard Instructions states we are to include the name of the business, mailing address, the name, title, and signature of the person submitting the proposal on the proposal form. Is there a preferred place for us to write this information in on the proposal form?

Answer: This is located on page 30 of the RFP under Vendor Information. The Fee Schedule Pages and page 30 are all considered the Proposal Form.

3. All other conditions remain in full force and effect.
4. If a proposal has been submitted and anything in this Addendum causes the bidder to change the item offered or to increase or decrease the proposal price, the new price and/or changes will be inserted below:
-
-
5. All bidders under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on page 30 of the Proposal Form.

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Tina Malone

Tina Malone, CPPB CPPO

Procurement Officer

Department of Finance, Purchasing Division

FEE SCHEDULE

Directions: Contractor submitting proposal should complete the fee schedule below.

1	Vegetative storm debris picked up at the designated work zone, or right of way, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS)		
1a	Mileage Radius: 0-15 Miles	\$	/cu.yd.
1b	16-30 miles	\$	/cu.yd.
1.1	Vegetative storm debris picked up at the designated work zone, or right of way, hauled to an approved final disposal site or landfill.		
1.1a	Mileage Radius: 0-15 Miles	\$	/cu.yd.
1.1b	16-30 miles	\$	/cu.yd.
1.1c	Reduction of Reduction of Vegetative Debris by grinding at Temporary Debris Storage and Reduction Site (TDSRS)	\$	/cu.yd.
1.1d	Haul out of reduced vegetative to approved final disposal site		
	Mileage Radius: 0-15 Miles	\$	/cu.yd.
	16-30 miles	\$	/cu.yd.
2	Construction and Demolition debris hauled to and dumped at a County Temporary Debris Storage and Reduction Site (TDSRS).		
2a	Mileage Radius: 0-15 Miles	\$	/cu.yd.
2b	16-30 Miles	\$	/cu.yd.
2.1	Construction and Demolition debris hauled to and dumped at an approved final disposal site or landfill.		
2.1a	0-15 Miles	\$	/cu.yd.
2.1b	16-30 Miles	\$	/cu.yd.
2.2	Reduction of C&D through compaction	\$	/cu.yd.
2.3	Haul out of reduced C&D to approved final disposal site	\$	/cu.yd.
3	Validated load hauled tickets from the TDSRS for final processed vegetative debris at a county approved recycling facility.		
3a	Mileage Radius: 0-20 Miles	\$	/cu.yd.
3b	21-40 Miles	\$	/cu.yd.
3c	41-70 Miles	\$	/cu.yd.
4	Tipping fees/disposal costs at landfills shall be paid by CONTRACTOR and actual incurred cost shall be invoiced to the County for reimbursement.		
5	Management, Processing and Loading of all eligible debris and/or residue at the TDSRS Including locating, leasing (if required), preparing and layout of site; management maintenance and operation of the TDSRS; the receiving, sorting, segregation, processing and reduction of vegetative debris (chipping or grinding or burning as directed by the county); furnishing materials, supplies, labor, tools and equipment necessary to perform services; maintenance of internal roadways, providing traffic control, dust control, erosion control, inspection towers(s), lighting, hazardous/toxic waste (HTW) containment areas, fire protection, all required permits, environmental monitoring, and safety measures; loading reduced/stored debris and initiating load tickets for final disposition: and Closure and remediation of the TDSRS	\$	/cu.yd.
6	Pick up and dispose of hazardous materials	\$	/lb
7	Dead Animal Collection, Transportation & Disposal	\$	/lb
8	<u>Hazardous Trees</u> - Trees will be evaluated by the County and be designated to be cut down and hauled to the TDSRS for reduction. Trees will be measured 2' above the ground.		
	Trees with branches remaining- FEE ONLY TO CUT TREE		
8a	6"-12" Diameter	\$	/tree
8b	13"-24" Diameter	\$	/tree
8c	25"-48" Diameter	\$	/tree
8d	> 48" Diameter	\$	/tree
9	Stumps up to 24" in diameter (requires County approval)		

	Stumps over 24" in diameter (requires County approval)	
10	<u>Hangers</u> - Hangers will be considered any hanging/damaged remaining in the tree(s) above the ROW of 2" or greater diameter. The Contractor, at the direction of the County, will remove hangers for a unit price per hanger	
10a	2"-4" Hanger	\$ /hanger
10b	5"-12" Hanger	\$ /hanger
10c	> 12" Hanger	\$ /hanger
10d	2"-4" Tree	\$ /tree
10e	5" 12" Tree	\$ /tree
10f	>12" Tree	\$ /tree
11	<u>Private Property Demolition and Debris Removal</u> - The CONTRACTOR shall operate beyond the public Right-of-Way (ROW) only as identified and directed by the County. Operations beyond the ROW on private property shall be only as necessary to abate imminent and significant threats to the public health and safety of the community and shall include, but is not limited to, the demolition of structures and the removal and relocation of the debris to the public ROW	\$ per sq.ft.
12	Tipping fees/disposal costs for C&D debris shall be paid by the County	
13	<u>Fallen Trees</u> - The CONTRACTOR shall cut a fallen tree, which extends onto the ROW from private property, at the point where it enters the ROW. Vegetative debris will be placed on the ROW for collection.	Price Included
14	<u>Fill Dirt</u> - As identified and directed by the County, the CONTRACTOR shall place compatible fill dirt in ruts created by equipment and vehicles, holes created by removal of hazardous stumps and other areas that pose an imminent and significant threat to public health and safety	\$ /cu.yd.
15	<u>White Goods</u> - The CONTRACTOR shall recycle all eligible white goods in accordance with all federal, state and local rules, regulations, and laws	\$ /unit
16	<u>Freon Recovery</u> - The CONTRACTOR SHALL REMOVE AND RECOVER Freon from any white goods, such as refrigerators, freezers or air conditioners, at the TDSRS or final disposition site in accordance with all federal, state and local rules, regulations and laws	\$ /unit
17	<u>Training and Assistance</u> Sessions shall be for all key County personnel and assistance in all disaster debris recovery planning efforts as requested	Price Included
18	<u>Preliminary Damage Assessment</u> - Determining the impact and magnitude of the disaster event before federal assistance is requested, identifying damaged locations and facilities, distinguishing between pre-disaster damage and disaster - generated damage, documenting eligible costs and describing the physical and financial impact of the disaster.	Price Included
19	<u>Mobilization and Demobilization</u> - All arrangements necessary to mobilize and demobilize the CONTRACTOR's labor force and machinery needed to perform the Scope of Services contained herein shall be made by the CONTRACTOR	Price Included
20	<u>Temporary Storage of Documents</u> - The CONTRACTOR shall provide storage of daily or disaster-related documents and reports for protection during the disaster event	Price Included
21	<u>Debris Planning Efforts</u> - The CONTRACTOR shall assist in all disaster debris recovery planning efforts as requested by the County. These planning efforts shall include, but are not limited to, development of a <i>debris management</i> plan, identification of adequate temporary debris storage and reduction sites, estimation of debris quantities, and emergency action plans for debris clearance <u>following</u> a disaster event	Price Included
22	<u>Closure and Remediation of the TDSRS</u> - The CONTRACTOR shall remove all the CONTRACTOR equipment and temporary structures and shall dispose of all residual debris from the TDSRS at an approved final disposition site. The CONTRACTOR is responsible for the reclamation and remediation of the TDSRS site to its original state prior to use of the CONTRACTOR.	Price Included
23	<u>Reporting and Documentation</u> - The CONTRACTOR shall provide and submit to the County all reports and documents as may be necessary to <u>adequately</u> document the <u>Debris Recovery Services</u> in accordance with FEMA/SC requirements	Price Included
24	Emergency Road Clearance	\$ /hrly