

Mono County Request for Proposals
PROPOSAL FORMS

INTEGRATED MATERIALS MANAGEMENT CENTER
(Waste Transfer and Materials Management)
Transport Services (Transfer Station to Disposal Site)
Disposal Services
Satellite Transfer Station Operations
County Facilities Waste Hauling Services

(Proposer, complete form with Word File attached to RFP)

Proposer (hereinafter called “Proposer”):

Name: _____

Organized and existing under the laws of the State of:

Doing business in Mono County as: _____

(Any DBA and type of entity, such as “partnership”, “corporation”, “individual”)

In compliance with this Request for Proposals, Proposer submits proposals on any or all of the following work. (Check submissions.)

Integrated Materials Management Center (IMMC)	
<input type="checkbox"/> Mandatory Services*	
A. MSW Transfer Services; and	
B. Materials Management Services (a-i below)	
a. Treated Wood Waste	f. Scrap Metal & Appliances / White Goods
b. Inerts	g. Recyclables: OCC, Beverage Containers, Mixed Paper
c. Recyclable C&D Debris	h. Mattresses
d. Green Waste and Clean Wood Waste	i. Carpets
e. Tires	
<p>*Proposer does not have to propose on these Mandatory Services, but if it does, it must propose on them all. Each service price must be <i>independent</i> of other service prices (including each materials management service). Stand-alone pricing enables County to evaluate multiple proposal prices on a comparative basis. (See Bundled Proposal, below for <i>inter-dependent</i> prices).</p>	

Optional Services

- A. Household Hazardous Waste
- B. E-waste
- C. Universal waste
- D. Autos
- E. Mobile Homes
- F. Trailers

Proposer does not have to propose on these Optional Services, but if it does, it must propose on them all.

Individual Services

- Satellite Transfer Services
- Facilities Waste Collection
- Long Haul Transport
- Disposal
- Materials Management Services (a – i) (check any/all that apply)

• <input type="checkbox"/> a. Treated Wood Waste	• <input type="checkbox"/> f. Scrap Metal & Appliances / White Goods
• <input type="checkbox"/> b. Inerts	• <input type="checkbox"/> g. Recyclables: OCC, Beverage Containers, Mixed Paper
• <input type="checkbox"/> c. Recyclable C&D Debris	• <input type="checkbox"/> h. Mattresses
• <input type="checkbox"/> d. Green Waste and Clean Wood Waste	• <input type="checkbox"/> i. Carpets
• <input type="checkbox"/> e. Tires	

Proposer does not have to propose on any of these Individual Services. It may propose on one, more, or all. Each service price must be *independent* of other service prices. (See Bundled Proposal, below for *inter-dependent* prices).

Bundled Services / Volume Discount

1. Services: Independent Pricing. Proposer must first submit independent prices for each service above that it proposes, whether Mandatory Services, Optional Services, or Individual Services (including each materials management service). Submission of independent pricing is a *precondition* to submitting a proposal for Bundled Services.

2. Bundled Services: Inter-dependent Pricing. If Proposer submits proposals for more than one, then it may submit interdependent, discounted prices for Bundled Services of its choice. Proposer must still indicate separate prices for each service, but each price is valid only if County selects the Bundled Service Proposal.

By submitting this Proposal, Proposer certifies that it developed this Proposal independently. It did not consult, communicate, or agree about anything relating to this Proposal with any other proposer or competitor.

Proposer's Company Name:

Company Address:

Office Telephone #:

Name of Company Officer:

Title of Company Officer:

Proposer's Signature

Date

TABLE OF CONTENTS

2.1.1 Full-Cost.....	5
I. Mandatory Proposal: ATTACHED	5
II. Optional Proposal: ATTACHED.....	5
III. Individual Proposal(s) ATTACHED.....	5
IV. Bundled / Volume Discount Proposal(s) ATTACHED	5
V. RFP Acknowledgments and Certifications	6
3.1.2 Non- Collusion Affidavit.....	6
3.1.11 Financial Information and Credit Worthiness	7
4.4.2 Expertise and Experience	8
Operating Experience	8
2. Program Development Experience.....	9
3. Proposed Staff	10
Regulatory Compliance	11
Additional Acknowledgments.....	13

- I. **Mandatory Proposal:** **ATTACHED**
- II. **Optional Proposal** **ATTACHED**
- III. **Individual Proposal(s)** **ATTACHED**
- IV. **Bundled / Volume Discount Proposal(s)** **ATTACHED**

2.1.1 Full Cost *

Proposer acknowledges that this proposal includes the furnishing of all labor, supervision, equipment, tools, materials, supplies, transportation, fuel, maintenance, construction and all other items necessary to perform the services in accordance with Applicable Law.

(initial) _____

Type Name and Position: _____

** Note: The numbering (2.1.1., etc.) in this Proposal Form reflects the numbering in the RFP document. Therefore, it may not appear consecutive.*

V. RFP Acknowledgments and Certifications 3.1.2 Non- Collusion Affidavit

The undersigned declares:
I am the _____ [Title] of _____ [Name of Company], the party making the foregoing Proposal.

- The Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation.
- The Proposal is genuine and not collusive or sham.
- The Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal.
- The Proposer has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or to refrain from Proposing.
- The Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer.
- All statements contained in the Proposal are true.
- The Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, Proposal depository, or to any member or agent thereof, to effectuate a collusive or sham Proposal, and has not paid, and will not pay, any person or entity for such purpose.
- Any person executing this declaration on behalf of a Proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed on _____ [Date], at _____ [City], _____ [State].

Signed: _____

Typed Name: _____

3.1.11 Financial Information and Credit Worthiness

Proposers provide evidence of your financial stability, creditworthiness, and ability to develop and operate the subjects of their proposals. At a minimum address, the following:

1. **Income diversity.** State the largest percent of your income that comes from one source.
 - a. For haulers this might be their franchise contract with the County.
 - b. For disposal service providers it might be contracts with commercial haulers or public entities for agreed-upon tipping fees.
 - c. For materials operators it might be largest single source of material from one provider.

Largest %of Income from Single Source: %

2. **Ability to fund capital investments.** If you propose to invest capital in the development of the transfer station or acquisition of equipment or vehicles, include a letter from your bank or other credit provider that you can fund at your estimated capital investment.
 - a. You may confidentially submit the amount of your estimated capital investment to the bank or other credit provider, together with outstanding debt.
 - b. You must also submit to the County a warranty and representation that you gave the bank your best estimate of your capital investment and outstanding debt.

Attach letter from credit provider.

Representation and Warranty. I represent and warrant both of the following: the information I gave to [BANK] is my best estimate of [PROPOSER'S] capital investment to in assets to services it proposed in response to this RFP:

Signature Date:
Printed name and position:

3. **Contingent liabilities.** State whether you have contingent liabilities such as damages claimed in litigation or guaranties that you have made and identify them.

Contingent Liabilities:

4. **Employment taxes.** State whether you have been late in paying wages or employment taxes in the last 3 years.

Proposer has been late in payment wages or employment taxes in the last 3 years:

No

Yes. (Explain)

4.4.2 Expertise and Experience

1. Operating Experience:

Provide a description of Proposer's operational expertise at providing proposed services such as:

- running a transfer station, IMMC, or similar facility (Transfer Station);
- transporting waste waste (Satellite Transfer Stations; Transport);
- operating a landfill (Disposal)'
- managing proposed materials management services (treated wood, tires, hazardous waste, etc.);
- collecting solid waste).

Operating Experience:

2. Program Development Experience

Provide **additional information on developing proposed service programs**, such as:

- transfer station planning, siting, designing, construction, equipping, start up;
- establishing route and fleet for transport services (equipping, hiring qualified drivers, etc.);
- setting up operations for managing materials (chipping, grinding, complying with related regulations)f;
- transition plans for routing, equipping, and training drivers for collection services(County Facilities Collection)
- similar contracts on waste facility projects.

Reference contracts for similar services.

Attach resumes for project leads on proposed service contracts.

	Description
Project Development Experience	
Contracts for Similar Services	
Project Mangers for Proposed Services	ATTACH RESUMES

3. Proposed Staff

Provide information on staff who will be working on site at the Transfer Station or Satellite Transfer Station, transport, or involved in the work (as opposed to remote staff working on design or operations from afar) such as:

- Contract Manager
- Site / Route Superintendent
- Primary equipment operators.

Proposed Service Contract	Staff:

Regulatory Compliance

Provide a description of the proposer’s approach to meeting regulatory mandates relating to the handling, transport, and disposition of waste, as well as the recycling and diversion percentages identified for various waste streams and required by law, such as SB 1383, AB 939, SB 1826.

Service	Regulatory Compliance Plan (Summary)
MSW / Transfer Station	
Transport	
Disposal	
Satellite Transfer Stations	
County Facilities Collection	
a. Treated Wood Waste	
b. Inerts	
c. Recyclable C&D Debris	
d. Green Waste and Clean Wood Waste	
e. Tires	
f. Scrap Metal & Appliances / White Goods	

g. Recyclables: OCC, Beverage Containers, Mixed Paper	
h. Mattresses	
i. Carpets	

Additional Acknowledgments:

Representation	Acknowledgement INITIAL Type Name:
Proposer represents that it has read the entire RFP applicable to the service(s) for which it is submitting proposals	
Proposer has not only read , but complied with the following RFP sections:	
3.1.3 No Communication – Prohibition	
6.1.1 Compliance With RFP	
6.1.1 Compliance With RFP	
6.1.2 Authorization and Standing	
6.1.2 Authorization and Standing	
6.1.3 Review of Sites(S) And Site Information	
6.1.4 Contract	
6.6 Rules for Interviews and Negotiations	