

SUBMIT BID TO:

Solid Waste Authority of Palm Beach County
7501 North Jog Road
West Palm Beach, Florida 33412
Attn: PURCHASING



INVITATION TO BID

Bidder Acknowledgment

PURCHASING DEPARTMENT CONTACT:

Laurie Odum
Telephone: 561 640-4000, ext 4524

Bid Title: **Purchase and Delivery of Fill Material to the North
County Resource Recovery Facility**

Bid No.: **SWA 09-13/PF**

Bid must be received no later than 2:00 PM, FEBRUARY 17, 2009, at which time bids will be opened.

Bidder Name:

Fed. ID No. or SS Number:

Mailing Address:

Street:

Toll Free Telephone Number:

e-Mail Address:

City: State ZIP

Office Number: ()

FAX:

Is Vendor a Certified Minority? Yes No

Agencies Certified with:

Certified or Cashier's Check is attached, when required,
in the amount of \$

Delivery: calendar days ARO

If returning as a "NO BID", state reason:

ANTI-COLLUSION: The signed bidder certifies that he or she has not divulged, discussed or compared his or her bid with other bidders and has not colluded with any other bidder or parties to a bid whatever. (Note: No premiums, rebates or gratuities permitted either with, prior to, or after any delivery of material. Any such violation will result in the cancellation and/or return of materials (as applicable) and the removal from the bid lists(s).

X

Authorized Signature (Manual)

Authorized Name (Typed)

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

It is your sole responsibility to ensure that you receive every page of the bid document and that you check the Purchasing web page @ swa.org for any addenda to the bid document. These addenda may contain critical information that directly affects how an item should be bid. Failure to account for these addenda will most likely result in rejection of your bid submittal as non-responsive. The Authority provides this web site as a courtesy only and assumes no direct or implied responsibility for omissions which materially affect your bid submittal. Note: Responses to solicitations cannot be submitted to the Authority electronically.

GENERAL CONDITIONS, INSTRUCTIONS AND INFORMATION FOR BIDDERS

THE AUTHORITY WILL ENDEAVOR TO SEND ANY ADDENDA TO ALL PROSPECTIVE BIDDERS ON RECORD. HOWEVER, IT IS THE BIDDERS SOLE RESPONSIBILITY TO ASCERTAIN, BY CONTACTING THE AUTHORITY'S PURCHASING SERVICES NO LESS THAN FIVE (5) CALENDAR DAYS PRIOR TO THE BID OPENING DATE, WHETHER ANY ADDENDA TO THIS BID HAVE BEEN ISSUED, AND TO SUBMIT ANY AND ALL SUCH ADDENDA PROPERLY ACKNOWLEDGED WITH THE BID RESPONSE. THE AUTHORITY WILL NOT ISSUE ADDENDA, OTHER THAN A DELAY IN BID OPENING DATE, WITHIN FIVE (5) CALENDAR DAYS OF BID OPENING.

These documents constitute the complete set of specification requirements and bid forms. All bid sheets and attachments must be executed and submitted in a sealed envelope. Bidder shall provide one (1) original and one (1) photo-copy of the bid submittal. DO NOT INCLUDE MORE THAN ONE BID PER ENVELOPE. The face of the envelope shall contain Bidder's name, return address, the date and time of bid opening, the bid number and title. Bids not submitted on the enclosed Bid Forms shall be rejected. By submitting a bid the Bidder agrees to be subject to all terms and conditions specified herein. No exceptions to the terms and conditions shall be allowed. Submittal of a bid in response to this Invitation to Bid constitutes an offer by the Bidder. Bids which do not comply with these requirements may be rejected at the option of the Authority.

- EXECUTION OF BID:** Bid must contain a manual signature, in ink, of an authorized, representative, who has the legal ability to bind the Bidder in contractual obligations. Bid must be typed or legibly printed in ink. Use of erasable ink is not permitted. All corrections made by Bidder to any part of the bid document must be initialed in ink.
- NO BID:** If not submitting a bid, please respond no later than the bid opening date and time, by returning the Acknowledgment, noting the reason in the space provided. Failure to respond 3 times in succession without justification may be cause for removal of the Bidders name from the mailing list.
- BID OPENING:** Shall be public, at the Authority's Administrative Offices located at:
7501 North Jog Road
West Palm Beach, Florida 33412
on the date and at the time specified on the Invitation to Bid. The bid opening may be delayed if, at the sole discretion of the Authority, it is considered to be in the Authority's best interest. Under no circumstances shall bids delivered after the bid opening has begun be considered, such bids will be returned unopened. It is the Bidders sole responsibility to assure that his/her bid is complete and delivered at the proper time and place of the bid opening. Bids which for any reason are not so delivered will not be considered. Offers by facsimile, telegram or telephone are not acceptable. A bid may NOT be altered by the Bidder after opening of the bids.
- TAXES:** The Authority is exempt from Federal Excise and State Sales Taxes on direct purchases of tangible personal property. The Authority's exemption number is on the face of the purchase order. The Manager of Purchasing will provide an exemption certificate to the successful Bidder. Vendors or contractors doing business with the Authority shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the Authority nor shall any Vendor/Contractor be authorized to use the Authority's Tax Exemption Number in securing such materials. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the Authority.
- DISCOUNTS:** Cash discounts for prompt payment shall not be considered in determining the lowest net cost for bid evaluation purposes.
- MISTAKES:** Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions and all instructions pertaining to supplies and services. **FAILURE TO DO SO WILL BE AT BIDDER'S RISK.** In the event of extension error(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. Written amounts shall take precedence over numerical amounts. In the event of addition errors(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. Bids having erasures or corrections must be initialed in ink by the Bidder.
- INVOICING AND PAYMENT:** Payment for any and all invoice(s) that may arise as a result of a contract or purchase order issued pursuant to this bid specification shall minimally meet the following conditions to be considered as a valid payment request:
 - A timely submission of a properly certified invoice(s), in strict accordance with the price(s) and delivery elements as stipulated in the contract or purchase order document, and be submitted to:
Solid Waste Authority of Palm Beach County
Attn: Accounts Payable
7501 North Jog Road
West Palm Beach, FL 33412
 - All invoices submitted shall consist of an original and one (1) copy; clearly reference the subject contract or purchase order number; provide a sufficient salient description to identify goods or service for which payment is requested; contain date of delivery; original or legible copy of signed delivery receipt including both manual signature and printed name of a designated Authority employee or authorized agent; be clearly marked as "partial", "complete" or "final" invoice. The Authority will accept partial deliveries.
 - The invoice shall contain the Bidder's Federal Employer Identification number.
 - The Authority's terms are "Net 30 Days" after acceptance of goods or services and receipt of an acceptable invoice as described herein. Any other terms of payment must have been previously approved by the Authority, and appear on the contract or purchase order document to be binding upon the Authority.

8. **DELIVERY:** Unless actual date is specified (or if specified delivery cannot be met), show number of days required to make delivery after receipt of purchase order or contract in space provided. Delivery time may be a basis for making of award. Delivery shall be during the normal working hours of the user department, Monday through Friday, unless otherwise specified and incorporated into contract or purchase order document. Delivery shall be to the location specified in the bid specifications.
9. **ADDITIONAL TERMS AND CONDITIONS:** No additional terms and conditions included with the bid response shall be evaluated or considered. Any and all such additional terms and conditions shall have no force and effect, and are inapplicable to this bid if submitted either purposefully through intent or design, or inadvertently appearing separately in transmittal letters, specifications, literature, price lists or warranties. It is understood and agreed that the general and/or any special conditions in these Bid Documents are the only conditions applicable to this bid and the Bidder's authorized signature on the Bid Form attests to this.
10. **INTERPRETATIONS:** All Bidders shall carefully examine the Bid Documents. Any ambiguities or inconsistencies shall be brought to the attention of the Authority in writing prior to the opening of Bids; failure to do so, on the part of the Bidder, will constitute an acceptance by the Bidder of any subsequent decision. Any questions concerning the intent, meaning and interpretations of the Bid Documents shall be requested in writing, and received by the Authority at least five (5) days prior to the Bid Opening. Inquiries shall be addressed to the Assistant Director, Purchasing Services and Asset Management Section. No person is authorized to give oral interpretations of, or make oral changes to, the bid. Therefore, oral statements given before the bid opening will not be binding. Any interpretation of, or changes to, the bid will be made in the form of a written Addendum to the bid and will be furnished to all Bidders. Receipt of all addenda shall be acknowledged by the Bidders in the appropriate place on the Bid Form.
11. **DISPUTES:** Any Bidder who disputes the bid selection or contract award recommendation shall file such dispute according to the bid protest procedures. These procedures are available upon request from the Authority.
12. **CONFLICT OF INTEREST:** All Bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the Authority. Further, all Bidders must disclose the name of any Authority employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches.
13. **LEGAL REQUIREMENTS:** Bidders are required to comply with all provisions of Federal, State, County and local laws and ordinances, rules and regulations, that are applicable to the items being bid. Lack of knowledge by the Bidder shall in no way be a cause for relief from responsibility, or constitute a cognizable defense against the legal effect thereof.
- Preference shall be given to business with **Drug-Free Work Place (DFW)** programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Authority for the procurement of commodities or contractual services, a bid received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.
- Minority Business Enterprise (MBE)** indicates a business entity which is owned and operated by a minority. In this instance, minority group members are citizens of the United States and/or lawfully admitted permanent residents who are Black, Hispanics, Women, Native Americans, Asian-Pacific, Asian-Indian, and eligible others. An MBE wishing to participate in the Authority procurement process may contact the Purchasing Services Section for information and assistance.
- PUBLIC ENTITY CRIMES** - Pursuant to F.S. 287.133, as amended: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
14. **BID EXEMPT:** Purchases shall not include items/services available at lower prices on other public entity or State of Florida contracts. The Authority reserves the right to bid separately any item/service if deemed to be in the best interest of the Authority.
15. **AWARDS:** As the best interest of the Authority may require, at its sole discretion, the right is reserved to reject the bid of any vendor who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who is not in a position to perform properly under this award and to make award(s) by individual item, group of items, "All or None", or a combination thereof; with one or more suppliers; to reject any or all bids, or waive any minor irregularity or technicality in bids received, and may, at its sole discretion, request a re-bid. Bidders are cautioned to make no assumption until the Authority has entered into a contract or purchase order. NOTE: Bid tabulations will be furnished upon written request which includes an enclosed, self-addressed, stamped envelope. The award recommendation will be posted for review by interested parties at Purchasing Services for a period of five (5) calendar days. Failure to file a written protest to the Assistant Director of Purchasing Services within the time prescribed in the AUTHORITY'S Purchasing Manual, Section 10, shall constitute a waiver of proceedings. It is the Bidder's sole responsibility to ascertain the time of posting of the award recommendation. This may be accomplished by telephone, FAX, E-Mail or other means deemed timely by the Bidder.
16. **PROMOTIONAL PRICING:** In addition, bidder shall offer to the Authority during the contract period any item(s) offered on a "promotional" basis from the manufacturer. It will be the successful bidder's responsibility to monitor said item(s) and report any that are or will be offered at lower price.
17. **EEO STATEMENT:** The Authority is committed to assuring equal opportunity in the award of contracts, and, therefore complies with all laws prohibiting discrimination on the basis of race, color, religion, national origin, age or sex.
18. **CONTRACTUAL AGREEMENT:** The terms, conditions, and provisions in this Invitation to Bid shall be included and incorporated in any final contract or purchase order. The order of precedence will be Bid Document and response, purchase order or contract, and general law. Any and all legal action necessary to enforce a contract or purchase order will be interpreted according to the laws of Florida. The venue shall be Palm Beach County, Florida.
19. **GOVERNMENTAL RESTRICTIONS:** In the event that any governmental restrictions are imposed which would necessitate alteration of the material quality, workmanship or performance of the items offered on this bid prior to their delivery, it shall be the responsibility of the Bidder to notify the Purchasing Services and Asset Management Section at once, indicating in his/her letter the specific regulation which required an alteration, including any price adjustments occasioned thereby. The Authority reserves the right to accept such alteration or to cancel the contract or purchase order at no further expense to the Authority.
20. **PATENTS AND ROYALTIES:** The Bidder, without exemption, shall indemnify and save harmless, the Authority, its employees and/or any of its Board Members from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or item manufactured by the Bidder. Further, if such a claim is made, or is pending, the Bidder may, at its option and expense, procure for the Authority the right to use, replace or modify the item to render it non-infringing. If none of the alternatives are reasonably available, the Authority agrees to return the article on request to the Bidder and receive reimbursement. If the Bidder used any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood, without exception, that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.
21. **ADVERTISING:** In submitting a bid, Bidder agrees not to use the results therefrom as a part of any commercial advertising, without the express written approval, by the appropriate level of authority within the Authority.
22. **ASSIGNMENT:** Any purchase order or contract issued pursuant to this bid invitation and the monies which may become due hereunder are not assignable except with the prior written approval of the Authority, through the Purchasing Services and Asset Management Section.
23. **COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH:** Bidder certifies that all material, equipment, services, etc., contained in his/her bid meets all applicable O.S.H.A. requirements. Bidder further certifies that, if he/she is the successful Bidder, and the material, equipment, etc., delivered is subsequently found to be defective in any applicable O.S.H.A. requirement in effect on the date of delivery, all costs necessary to comply with the requirements shall be borne by the Bidder.
24. **FACILITIES:** The Authority reserves the right to inspect the Bidder's facilities at any reasonable time, during normal working hours, with prior notice to determine that Bidder has a bona fide place of business, and is a responsible Bidder.
25. **REPRESENTATION:** A Bidder must have at the time of bid opening, a manufacturing plant in operation, or be a fully authorized agent or representative of the product bid, and capable of producing or providing the items bid, and so certify upon request.
26. **DISQUALIFICATION OF BIDDER:** More than one bid from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that a Bidder is involved in more than one bid for the same work will be cause for rejection of all bids in which such Bidders are believed to be involved. Any or all bids will be rejected if there is reason to believe that collusion exists between Bidders. Bids in which the prices obviously are unbalanced will be subject to rejection. This provision is not meant to prohibit submission of alternate bids in separate sealed envelopes.
27. **ALTERNATIVES:** Unless otherwise specified, the mention of the particular manufacturer's brand name or number in the specifications does not imply that this particular product is the only one that will be considered for purchase. This reference is intended solely to designate the type or quality of merchandise that will be acceptable. Alternate offers will be considered and must include descriptive literature and/or specifications. Failure to provide descriptive literature and/or specifications with alternate offers may be cause for disqualification of the bid.
- The determination as to whether any alternate product or service is or is not equal shall be made by the Solid Waste Authority and such determination shall be final and binding upon all bidders.
- Although the Authority provides for the consideration of alternate bids, it reserves the right to make an award in the best interest of the Authority. Such award may not necessarily be given to the lowest bid offered.
28. **ADJUSTMENTS/CHANGES/DEVIATIONS:** No adjustments, changes or deviations shall be accepted on any item unless conditions or specifications of a bid expressly so provide. Any other adjustments, changes or deviations shall require prior written approval, and shall be binding **ONLY** if issued by the Authority's Purchasing Services and Asset Management Section. The Bidder shall bear sole responsibility for any and all costs of claims arising from any adjustments, changes or deviations not properly executed as required herein.
29. **INDEMNIFICATION:** Contractor agrees to protect, defend, indemnify, and hold harmless the Authority, its employees and representatives, from any and all claims and liabilities including all attorney's fees and court costs, including appeals, for which the Authority, its employees and representatives, can or may be held liable as a result of injury (including death) to persons or damage to property occurring by reason of any acts or omissions of the Contractor, its employees, or agents, arising out of or connected with this Agreement. The Contractor shall not be required to indemnify the Authority or its agents, employees, or representatives, when an occurrence results solely from the wrongful acts or omissions of the Authority, or its agents, employees or representatives.
30. **ANNUAL APPROPRIATIONS:** The Authority's obligation to pay under this contract is contingent upon annual appropriations.
31. **PUBLIC RECORDS:** Upon award recommendation or ten (10) days after bid opening, whichever is earlier, any material submitted in response to this invitation to bid will become a "public record" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes (Public Record Law). Bidders must claim the applicable exemptions to disclosure provided by law in their response to the Invitation to Bid by identifying materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary and legal. The Authority reserves the right to make any final determination of the applicability of the Public Records Law.
32. **UNCONTROLLABLE FORCES:** Neither the AUTHORITY nor AWARDED BIDDER(S) shall be considered to be in default of this Bid/Contract/Purchase Order if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Bid/Contract/Purchase Order and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.
- Neither party shall, however, be excused from performance if nonperformance is due to forces which are preventable, removable, or remediable and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Bid/Contract/Purchase Order.
- NOTE: ANY AND ALL SPECIAL CONDITIONS AND SPECIFICATIONS ATTACHED HERETO WHICH VARY FROM THESE GENERAL CONDITIONS SHALL HAVE PRECEDENCE.**

SPECIAL TERMS AND CONDITIONS
PURCHASE AND DELIVERY OF FILL MATERIAL TO THE NORTH COUNTY
RESOURCE RECOVERY FACILITY
SWA Bid No. 09-13/PF

33 **PURPOSE**

It is the purpose of this solicitation to establish a contract to obtain a firm price for the Purchase and Delivery of Fill Material that meets the requirement included in the specifications within this solicitation.

The Solid Waste Authority currently has a need for fill materials of various quantities and quality. These materials are used for a variety of purposes to include construction of new landfill cells, closure of existing cells, building of new structures on site, and for various other operational purposes. The fill materials used by the SWA fall into four general types:

- 1) Structural fill 2) Common Fill 3) Processed Sand 4) Protective Sand

34 **BID SUBMITTAL**

One (1) manually signed original and one (1) photocopy of the bid must be sealed in one package. The bidder's name, return address, date and time of bid opening, the bid number and title must be clearly annotated on the outside of the package. Bids not conforming to the instructions, terms and conditions provided herein may be subject to disqualification at the sole option of the Authority.

35 **AWARD**

Contractor will be awarded to the lowest and best bid from a responsive, responsible bidder, subject to the terms and conditions contained herein. Items in groups as marked will be awarded by group. (A group is defined as an item with several parts labeled A, B, C with a total for the group.) Therefore, it is necessary for a bidder to bid on every item in the particular group for which the bidder submits a bid in order to have a bid considered. **It is also required that the bidder carefully consider each item, and make sure that each one meets the specifications as indicated. In the event that one item does not meet such specifications the entire group bid will be disqualified. The technical description for the product entered on the bid form must match the description exactly as it appears on the submitted product specification sheet with no deviation. If not, the bid will be deemed non-responsive.**

As the best interest of the Authority may require, at its sole discretion the right is reserved to make awards by individual item.

The Authority reserves the right to request or collect samples from the proposed source or sources of fill during bid evaluation and prior to any supply order.

The Authority reserves the unqualified right, in the Authority's sole and absolute discretion, to reject any and all bid, to waive any irregularities, or to accept the Bid which, in the Authority's judgment, will under all circumstances, best serve the public interest.

36 **OPTION TO RENEW FOR (2) ADDITIONAL YEAR(S) (With Price Adjustment):**

The initial contract prices resultant from this solicitation shall prevail for a one (1) year period from the contract's initial effective date. Prior to, or upon completion, of that initial term, the Authority shall have the option to renew this contract for an additional two (2) year period on a year-to-year basis. Prior to completion of each exercised contract term, the Authority may consider an adjustment to price based on documented manufacturers price changes.

It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any exercised option period, the vendor's request for adjustment should be submitted 30 days prior to expiration of the then current contract term. The vendor adjustment request should not be in excess of the documented manufacturers price increase. If no adjustment request is received from the vendor, the Authority will assume that the vendor has agreed that the optional term may be exercised without pricing adjustment.

The Authority reserves the right to reject any price adjustments submitted by the vendor and/or to not exercise any otherwise available option period based on such price adjustments. Continuation of the contract beyond the initial period, and any option subsequently exercised, is an Authority prerogative, and not a right of the vendor. This prerogative will be exercised only when such continuation is clearly in the best interest of the Authority.

37 **QUALIFICATION OF BIDDERS, SERVICE/CONSTRUCTION**

This bid shall be awarded only to a responsible bidder, qualified to provide the work specified. The bidder shall submit the following information with Bidder's proposal or within three (3) days of request:

- A. Experience record showing the bidder's training and experience in similar work.
- B. List and brief description of similar work satisfactorily completed with location, dates of contracts, names and addresses of owners.
- C. List of equipment and facilities available to do the work including: make, model, year and capacity (in tons) of each piece of trucking equipment.

Failure to submit the above requested information, within three (3) days of request, may be cause for rejection of your bid. Information previously submitted to the Authority in response to another Invitation to Bid shall not satisfy this requirement. The term "*experience*", as used in this requirement, shall mean the experience gained as and possessed by the business entity proper (single proprietorship, partnership, corporation, or

joint venture) responding to this solicitation. It shall not mean the experience of individual employee(s).

38 **LICENSES AND PERMITS**

It shall be the responsibility of the successful bidder to obtain, at no additional cost to the Authority, any and all licenses and permits required to complete this contractual service. A copy of these licenses and permits shall be submitted to the Authority prior to commencement of work.

39 **METHOD OF ORDERING, INDIVIDUAL OR BLANKET PURCHASE ORDER**

Items shall be ordered via individual purchase orders or blanket purchase orders on an "as needed" basis for the term of the contract. Invoices must be submitted against each individual purchase order or blanket purchase order release.

40 **CANCELLATION, WITH CAUSE**

If either product or service does not comply with specifications as stated herein or fails to meet the Authority's performance standards, the contractor shall be given reasonable time to correct all deficiencies. Failure to remedy such deficiencies within a reasonable time shall result in immediate cancellation of the contract and (a) assessment of liquidated damages or (b) cover in accordance with the Uniform Commercial Code. Cancellation in this manner may result in suspension of the Contractor from the bidders list for a period of up to 3 years.

41 **CANCELLATION, WITHOUT CAUSE**

The Authority reserves the right to cancel this contract without cause via thirty (30) day written notice.

42 **CODES AND REGULATIONS, BUILDING AND SAFETY**

The vendor must strictly comply with all Federal, State and local building and safety codes.

43 **QUANTITY, ESTIMATED**

The quantities shown are estimated. The Authority reserves the right to increase or decrease the total quantities as necessary to meet actual requirements. The potential estimated quantities of each type of fill are as follows;

Structural Fill:	12,500 TN (approx. <u>250,000 yds³</u>)
Common Fill:	1,155,000 TN (approx. <u>700,000 yds³</u>)
Protective Sand:	1,023,000 TN (approx. <u>620,000 yds³</u>)
Processed Sand:	198,000 TN (approx. <u>120,000 yds³</u>)

These quantities represent the best estimate of potential fill needs based on currently available information. The amount of fill actually purchased during this period will depend on the scheduling of construction activities at the site as well as availability of fill from SWA sources.

The SWA reserves the right to select “any or all” of the bid items from the bid form from a specific contractor.

44 **INVOICE INFORMATION, PARTS AND LABOR**

Invoices submitted as a result of this Bid must contain the following information:

1. Purchase Order or Blanket Order Number.
2. Bid Number and Lot.
3. Itemized labor cost per bid rate(s), if applicable.
4. Itemized parts cost per bid price, if applicable.
5. Indication of list price, discount and discounted price if applicable.
6. Manufacturer name and part number for all parts purchased.
7. Copy of signed Job Log form, if applicable.

45 **PAYMENT BASIS**

Payment for fill will be based on weight delivered as measured by the SWA NCRRF or Landfill scale house. Fill material not meeting the stated specifications shall be rejected.

46 **PROTECTION OF PROPERTY**

The successful Bidder shall at all time guard against damage or loss to the property of the Authority or of other vendors or contractors and shall be held responsible for replacing or repairing any such loss or damage. The Authority may withhold payment or make such deductions as deemed necessary to insure reimbursement or replacement for loss or damage to property through negligence of the successful bidder or his agents. The Bidder shall also be responsible for the protection of his own equipment, supplies, materials and work, against any damage resulting from the elements (such as flooding, by rainstorm, wind damage, vandalism or other acts of God).

47 **INDEMNIFICATION**

Contractor agrees to protect, defend, indemnify, and hold harmless the Authority, its employees and representatives, from any and all claims and liabilities including all attorney's fees and court costs, including appeals, for which the Authority, its employees and representatives, can or may be held liable as a result of injury (including death) to persons or damage to property occurring by reason of any negligent acts or omissions of the Contractor, its employees, or agents, arising out of or connected with this Agreement. The Contractor shall not be required to indemnify the Authority or its agents, employees, or representatives, when an occurrence results solely from the wrongful acts or omissions of the Authority, or its agents, employees or representatives.

48 **INSURANCE REQUIRED, GENERAL, SERVICE, DELIVERY, ETC.**

The Bidder shall not commence work on any Authority Property until all insurance required as stated herein has been obtained and such insurance has been approved by the Authority.

All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Bidder shall furnish certificates of insurance to the Authority's Risk Management Section prior to the commencement of services. The certificates shall clearly indicate that the Bidder has obtained insurance of the type, amount, and classification as required for strict compliance with insurance requirements as stated herein, and that no change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the Authority. Non-compliance with the foregoing requirements shall not relieve the vendor of their liability and obligations under this contract.

The Bidder shall maintain commercial liability insurance in the amount of \$500,000 per occurrence including products/completed operations.

The Bidder shall maintain comprehensive automobile liability insurance in the following amounts:

Bodily Injury and/or		\$ 1,000,000 each occurrence
Property Damage		\$ 1,000,000 aggregate
	or	
Combined Single Limit		\$ 1,000,000 each occurrence/aggregate

These limits are to protect the Bidder and the Authority from claims for damage, which may arise from general operations or from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the vendor or by anyone directly or indirectly employed by the vendor.

The Bidder shall maintain Workers Compensation insurance as per statutory requirements and Employers Liability limits no less than \$500,000 per occurrence each accident; \$500,000 policy limit disease; \$100,000 disease,- each employee.

ALL insurance other than Worker Compensation shall specifically include the Authority as an "Additional Insured".

49 **PURCHASING AGREEMENTS WITH OTHER GOVERNMENT AGENCIES**

All Bidders submitting a response to this Invitation to Bid agree that such response also constitutes a bid to all political subdivisions under the same conditions, for the same prices and the same effective period as this bid, should the Bidder feel it is in their best interest to do so.

This agreement in no way restricts or interferes with the right of any political subdivision to rebid any or all items.

TECHNICAL SPECIFICATIONS
PURCHASE AND DELIVERY OF FILL MATERIAL TO THE NORTH COUNTY
RESOURCE RECOVERY FACILITY
SWA 09-13/PF

Introduction

The Solid Waste Authority currently has a need for fill materials of various quantities and quality. These materials are used for a variety of purposes to include construction of new landfill cells, closure of existing cells, building of new structures on site, and for various other operational purposes. The fill materials used by the SWA fall into four general types:

- 1) Structural fill 2) Common Fill 3) Processed Sand 4) Protective Sand

Specifications for each of these types of fill are included in this document.

Quantity

The potential estimated quantities of each type of fill are as follows:

Structural Fill:	412,500 TN (approx. <u>250,000 yds³</u>)
Common Fill:	1,155,000 TN (approx. <u>700,000 yds³</u>)
Protective Sand:	1,023,000 TN (approx. <u>620,000 yds³</u>)
Processed Sand:	198,000 TN (approx. <u>120,000 yds³</u>)

These quantities represent the best estimate of potential fill needs based on currently available information. The amount of fill actually purchased during this period will depend on the scheduling of construction activities at the site as well as availability of fill from SWA sources. The SWA reserves the right to select “any or all” of the bid items from the bid form from a specific contractor.

Delivery

It is anticipated that one or more fill material types will be ordered for stockpile at the SWA campus for use on various projects on an as needed basis. All vehicles delivering material shall be required to register at the SWA scale facility prior to delivery.

Location

All materials will be delivered to stockpile or project areas located at or near the SWA facility at 6600 N. Jog, Road, West Palm Beach FL 33412.

Bid Pricing

Pricing provided on the Bid Form shall be inclusive of all bidder costs for material supply, quality control testing and delivery to the area designated by SWA within the NCRRF Campus on Jog Road.

Bidder Company _____ Signature _____
SWA 09-13/PF TEC-1

Payment Basis

Payment for fill will be based on weight delivered as measured by the SWA NCRRF or Landfill scale house. Fill material not meeting the stated specifications shall be rejected.

Structural Fill

Structural fill will be used under structures, if existing soils are unstable for structural support. Structural fill shall be sand, sand with gravel, sand with silt, or sand with clay, free of organic material, loam, wood, trash, and other objectionable material. Fill shall not contain stones or chunks larger than 3 inches in any dimension. Soils containing more than 5% by weight of organic materials (ASTM D2974), a Plasticity Index greater than 10 %, or a Liquid Limit greater than 40% shall not be used. Structural fill shall have a particle size gradation graded within the following limits (ASTM D422):

<u>Sieve Size</u>	<u>Percent Finer by Weight</u>
3-in	100
No. 4	70-100
No. 40	5-100
No. 200	0-12

Common Fill

Common fill may be used for rough grading of landfill cells and/or the 2 feet of protective cover needed for landfill closure. Common fill shall consist of mineral soils substantially free of clay, organic material, loam, wood, trash, and other objectionable material that may be compressible, degradable or which cannot be compacted properly. Common fill shall not contain stones or chunks larger than 6 inches in any dimension, broken concrete, masonry, rubble, or similar materials. Common fill to be used for landfill closure will require additional processing so that it shall not contain any stones or chunks larger than 2 inches in any dimension. Common fill shall not contain fines (passing the No. 200 sieve) greater than 20%. It shall have physical properties such that it can be readily spread and compacted during filling. In general, common fill shall consist of sand, sand with gravel, sand with silt, sand with clay, silty sand, or clayey sand, classified as SP, SW, SP-SM, SP-SC, SW-SM, SW-SC, SM, or SC in accordance with the United Soil Classification System, ASTM D-2487. Soils containing more than 5% by weight of organic materials (ASTM D2974), a Plasticity Index greater than 10 %, or a Liquid Limit greater than 40% shall not be used. Common fill shall have a particle size gradation graded within the following limits (ASTM D422):

<u>Sieve Size</u>	<u>Percent Finer by Weight</u>
6-in	100
No. 4	70-100
No. 40	5-100
No. 200	0-20

Processed Sand

Processed sand is that material to be used 6 inches below the liner during the construction of a landfill cell. Material shall be well-graded, inorganic, non-calcareous silica sand, free from organic substance and other deleterious matter. Processed sand shall have a particle size gradation within the following limits (ASTM D422):

<u>Sieve Size</u>	<u>Percent Finer by Weight</u>
4-in	100
No. 10	90-100
No. 20	80-95
No. 40	60-80
No. 60	20-55
No. 100	0-15
No. 200	5 maximum

Sand material shall have an organic content of no more than 2% (ASTM D2974). The material shall contain no stones, shell fragments or other deleterious material larger than ½ inch in any dimension.

Protective Sand

Protective sand is the 2 feet of material to be used above the liner during the construction of the leachate collection system of a landfill cell and/or the 6 inches of cap foundation material used directly below the liner during cell closure. Material shall be well-graded, inorganic, non-calcareous silica sand, free from organic substance and other deleterious matter. Protective sand shall have a particle size gradation within the following limits (ASTM D422):

<u>Sieve Size</u>	<u>Percent Finer by Weight</u>
4-in	100
No. 10	90-100
No. 20	80-95
No. 40	60-80
No. 60	20-55
No. 100	0-15
No. 200	5 maximum

The material shall contain no stones, shell fragments, or other deleterious material larger than ½ inch in any dimension. Protective sand material shall have an organic content of no more than 2% (ASTM D2974), a carbonate content of no more than 5% (ASTM D4373), and a hydraulic conductivity of 1.0×10^{-3} cm/sec or greater (ASTM D2434) at 95% of the maximum density as determined by ASTM D1557.

Summary

The following table summarizes the required physical properties of each type of fill material:

Material		Structural Fill	Common Fill	Processed Sand	Protective Sand
Particle Size Distribution (% Passing Sieve)	6-in		100		
	3-in	100			
	1/2-in			100	100
	No. 4	70 - 100	70 - 100		
	No. 10			90 - 100	90 - 100
	No. 20			80 - 95	80 - 95
	No. 40	5 - 100	5 - 100	60 - 80	60 - 80
	No. 60			20 - 55	20 - 55
	No. 100			0 - 15	0 - 15
	No. 200	0 - 12	0 - 20	5 Max.	5 Max.
Max Size (in any dimension)		3-in	6-in	1/2-in	1/2-in
Organic Content		< 5%	< 5%	< 2%	< 2%
Liquid Limit		< 40 %	< 40 %	NA	NA
Plasticity Index		< 10%	< 10%	NA	NA
Carbonate Content		NA	NA	NA	< 5%
Minimum Hydraulic Conductivity (cm/s)		NA	NA	NA	1.0×10^{-3}

The moisture content for all types of fill delivered to the SWA shall not exceed 15%. The Contractor shall be responsible for providing gradation test results for each source of fill material. The SWA reserves the right to randomly test material in trucks as well.

BID PROPOSAL FORM
PURCHASE AND DELIVERY OF FILL MATERIAL TO THE NORTH COUNTY
RESOURCE RECOVERY FACILITY
 SWA Bid No. 09-13/PF

THE UNDERSIGNED BIDDER, having familiarized himself with the specifications in the Invitation to Bid, and all laws, regulations and other factors affecting performance of the work, and having satisfied himself of the expense and difficulties attended in the performance of a contract,

HEREBY PROPOSES AND AGREES, in this **BID NO. 09-13/PF**, that the Bidder hereby accepts all terms and conditions as stated herein, and shall enter into a Contract to perform for the following price.

ITEM 1: **STRUCTURAL FILL** Structural Fill as specified and delivered.

Item 1A	0 – 100,000 tons	Unit Price Item 1A = \$ _____/tons
Item 1B	100,000 – 1,000,000 tons	Unit Price Item 1B = \$ _____/tons
Item 1C	1,000,000 – 2,000,000 tons	Unit Price Item 1C = \$ _____/tons
Total Item 1 (1A – 1C Inclusive)		\$ _____/tons

ITEM 2: **COMMON FILL** Common Fill as specified and delivered.

Item 2A	0 – 100,000 tons	Unit Price Item 2A = \$ _____/tons
Item 2B	100,000 – 1,000,000 tons	Unit Price Item 2B = \$ _____/tons
Item 2C	1,000,000 – 2,000,000 tons	Unit Price Item 2C = \$ _____/tons
Total Item 2 (2A – 2C Inclusive)		\$ _____/tons

ITEM 3: **PROCESSED SAND** Processed Sand Fill as specified and delivered.

Item 3A	0 – 100,000 tons	Unit Price Item 3A = \$ _____/tons
Item 3B	100,000 – 1,000,000 tons	Unit Price Item 3B = \$ _____/tons
Item 3C	1,000,000 – 2,000,000 tons	Unit Price Item 3C = \$ _____/tons
Total Item 3 (3A – 3C Inclusive)		\$ _____/tons

ITEM 4: **PROTECTIVE SAND** Protective Sand Fill as specified and delivered.

Item 4A 0 – 100,000 tons Unit Price Item 4A = \$ _____/tons

Item 4B 100,000 – 1,000,000 tons Unit Price Item 4B = \$ _____/tons

Total Item 4 (4A – 4B Inclusive) \$ _____/tons

NOTE: In submitting a response, the bidder acknowledges they have read and agree to the solicitation terms and conditions and their submission is made in conformance with those terms and conditions.

ACKNOWLEDGEMENT: I certify that I have read and agree to abide by all terms and conditions of this solicitation and that I am authorized to sign for the bidder. I certify that the response submitted is made in conformance with all requirements of the solicitation.

Is the Drug-Free Workplace form attached? Yes___ No___

Is Qualification of Bidders information included? Yes___ No___

Bidder understands that the Authority reserves the right to reject all Bids and to waive any informality in bidding. The Bidder agrees that this Bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids, prior to award.

Payment Terms: Net 30 days

By (Signature):		Date:
Name (Printed):		Title:
Company Name:		
Address:		
Contact Information:	FAX:	Office:
	Cell/Mobile:	E-Mail:

SAVINGS

(For internal information purposes only. Not a factor in award of this contract)

Bidder is required to furnish the percent (%) savings in prices offered in this bid compared to prices that would be paid by the purchaser without benefit of a contract resulting from this bid.

BID PRICES OFFERED AVERAGE _____% LOWER THAN:

 (CIRCLE ONE OF THE FOLLOWING NUMBERS)

1. Price that would be obtained without benefit of a contract resulting from this bid.
2. Manufacturer's current wholesale price list.
3. Other (specify) _____

MINORITY /WOMAN/SMALL BUSINESS ENTERPRISE

(For internal information purposes only. Not a factor in award of this contract except in the event of a tie bid as prescribed in the Authority's Purchasing Manual, Section 7.2, Tie Bid Preference)

If you are a minority/woman and/or small owned business please complete the following. This information will assist us in identifying your minority/women and/or small owned business in our database.

If you are a minority/woman and/or small owned business please complete the following. This information will assist us in identifying your minority/women and/or small owned business in our database.

This form is not intended to certify your firm.

ETHNIC GROUP STATUS: Specify the ethnic group and percentage of ownership of the person(s) who owns and controls (management & operational) 51% or more of the firm.

African-American	Male	_____%	Asian-American	Male	_____%
	Female	_____%		Female	_____%
Hispanic-American	Male	_____%	Native-American	Male	_____%
	Female	_____%		Female	_____%
Caucasian-Female		_____%			

DEFINITIONS:

African-American: any black individual of the racial groups of Africa; **Asian-American:** persons whose origins are from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, India, Pakistan, and Bangladesh; **Hispanic-American:** persons of Spanish or Portuguese culture including Mexico, South America, Central America, or the Caribbean Islands; **Native-American:** persons having origins in any of the original peoples of North America; **Caucasian Female:** women that are not included in the above categories.

Are you currently certified as a minority vendor with a government entity? _____

With what agency(s) _____

(Please attach copy of certification certificate with your response with this bid/quotation.)

Comments: _____

Bidder Company _____ Signature _____

DRUG-FREE WORK PLACE FORM

**PURCHASE AND DELIVERY OF FILL MATERIAL TO THE NORTH COUNTY
RESOURCE RECOVERY FACILITY**

SWA Bid No. 09-13/PF

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

_____ does:
(Name of Business)

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United State or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

BIDDER'S SIGNATURE

DATE

CONDITIONS FOR EMERGENCY/HURRICANE OR DISASTER

**PURCHASE AND DELIVERY OF FILL MATERIAL TO THE NORTH COUNTY
RESOURCE RECOVERY FACILITY**

SWA Bid No. 09-13/PF

It is hereby made a part of this Invitation to Bid that before, during and after a public emergency, disaster, hurricane, flood, or acts of God that the Solid Waste Authority of Palm Beach County shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which may threaten public health and safety, as determined by the Solid Waste Authority of Palm Beach County. Vendor/contractor agrees to rent/sell/lease all goods and services to the Solid Waste Authority of Palm Beach County or any other government entity as opposed to a private citizen, on a first priority basis. The Solid Waste Authority of Palm Beach County expects to pay a fair and reasonable price not to exceed those quoted in this bid for all products in the event of a disaster, emergency or hurricane. Vendor/contractor shall furnish a 24-hour phone number in the event of such an emergency.

I hereby understand and agree to the above statement:

X

Signature

Print Name

Print Title

EMERGENCY/24 HOUR PHONE NUMBER(S): _____

Office Phone Number: _____ Home Phone Number: _____

Beeper/Cellular Number: _____ **FAX Number:** _____

Nearest Branch Office Phone Number: _____

and Location: _____

Other out of Area Branch Office Locations and Phone Numbers: _____

