

Invitation to Bid
20170613-CO-3

WASTE REMOVAL SERVICES SUMNER COUNTY GOVERNMENT

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for WASTE REMOVAL SERVICES FOR SUMNER COUNTY until 2:00 P.M. CST June 13, 2017. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please contact Kim Ark at 615-452- conditions and specifications which are available from Janice Wright, Purchasing Coordinator (615) 451-6569. All bids can be viewed online at www.sumnerschools.org and www.sumnertn.org.

Sumner County Government is hereby requesting a proposal for **WASTE REMOVAL SERVICES** for the following location addresses:

1. Sumner County Administration Building, 355 North Belvedere Drive, Gallatin, Tennessee 37066
2. Sumner County Sheriff's Office/Jail/Criminal Justice Center, 117 West Smith Street, Gallatin, Tennessee 37066
3. Sumner County Range-Training Facility, 501 Odoms Bend Road, Gallatin, Tennessee, 37066
4. Sumner County EMS/EMA/911/ECC, located at 255 Airport Road, Gallatin, Tennessee, 37066
5. Sumner County Animal Control, located at 1033 Union School Road, Gallatin, Tennessee, 37066
6. Hendersonville Clerk's Office, located at 114 Dunn Street, Hendersonville, Tennessee 37075
7. Sumner County Sheriff's Office Training Facility Cairo – 1099 Cairo Road, Gallatin, Tennessee 37066
8. Sumner County Juvenile Court – 225 East Main Street, Gallatin, Tennessee 37066

See specific proposal requirements in section XXII.

conservation license number and classification, applicable to geothermal contractors if the work performed is > \$25,000.00

- 5) If the prime contractor performs the masonry portion of the project, or any of the above listed contractor skill sets, and the work performed > \$100,000.00, it must be so designated
- 6) Only one (1) contractor in each classification listed shall be written on the bid envelope

1. To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form W-9 on file with the Sumner County Finance Department. At the time of requisition, the individual requesting a purchase order or disbursement will be informed if it is a new vendor and if a form W-9 is required. If form W-9 is required for a new vendor, the elected official or department head shall forward a completed form W -9 to the finance department. It can be obtained from the finance department, Sumner County's web site, or the Internal Revenue Service's website at www.irs.gov.

2. To comply with the _____, non-employees (individuals hired as independent contractors) must have on file any two (2) of the following documents.

- Valid Tennessee driver license or photo ID issued by department of safety
- Valid out-of-state driver license
- U.S. birth certificate
- Valid U.S. passport
- U.S. certificate of birth abroad
- Report of birth abroad of a U.S. citizen
- Certificate of citizenship
- Certificate of naturalization
- U.S. citizen identification card
- Valid alien registration documentation or proof of current immigration registration

In addition, for all vendors with annual purchases in excess of \$50,000 (if a business license is required), a business license must be on file in the finance department, or the requisitioner must submit a copy with the purchase order requisition form or the payment requisition form, as applicable.

II.

Proposal must include point-by-point responses to the RFP.

Proposal must include a list of any exceptions to the requirements.

Proposal must include the legal name of the vendor and must be signed by a person or persons legally authorized to bind the vendor to a contract.

If applicable, proposal must include a copy of the contract(s) the vendor will submit to be signed.

III.

The words "must" and "shall" in this Request for Proposal indicate mandatory requirements. Taking exception to any mandatory requirement shall be grounds for rejection of the proposal. There are other requirements that Sumner County Government considers important but not mandatory. It is important to respond in a concise manner to each section of this document and submit an itemized list of all exceptions.

In the event that any interested vendor finds any part of the listed specifications, terms, or conditions to be discrepant, incomplete, or otherwise questionable in any respect, it shall be the responsibility of the concerned party to notify Sumner County, via email at purchasing@sumnertn.org, of such matters

X.

A withdrawn proposal may be resubmitted up to the time designated for the receipt of proposals provided that it fully conforms to the same general terms and requirements.

XI.

The package containing the proposal must be sealed and clearly
on the outside of the package.

Sumner County Board of Education
1500 Airport Road
Gallatin, TN 37066
Attn: Purchasing Supervisor

XII.

Proposals
will be awarded to the best overall respondent as determined by that which is in the best interests of Sumner County.

XIII.

In comparing the responses to this RFP and making awards, Sumner County may consider such factors as quality and thoroughness of a proposal, the record of experience, the references of the respondents, and the integrity, performance, and assurances in the proposal in addition to that of the proposal price.

Proposals will be examined for compliance with all requirements set forth herein.
Proposals that do not comply shall be rejected without further evaluation.
Proposals will be subjected to a technical analysis and evaluation.
Oral presentations and written questions for further clarifications may be required of some or all vendors.

XIV.

Discussions may be conducted with the vendors which have submitted proposals determined to be reasonably likely of being considered for selection to assure a full understanding of and responsiveness to the RFP requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals. Revisions may be permitted after the submission and prior to the award for the purpose of obtaining the best offers.

XV.

After the bid is awarded, all proposals will be subject to the provisions of the Tennessee Open Records Act, and the proposals will be available to the public upon written request.

Summary information on bids submitted will be posted on the Sumner County website at <http://www.sumnertn.org/> under "Bids" link.

XVI.

Neither the vendor nor Sumner County may assign this agreement without prior written consent of the other party.

XVII.

The vendor shall indemnify Sumner County Government against liability for any suits, actions, or claims of any character arising from or relating to the performance under this contract by the vendor or its subcontractors.

Sumner County Government has no obligation for the payment of any judgment or the settlement of any claim made against the vendor or its subcontractors as a result of obligations under this contract.

XVIII.

Sumner County is tax exempt.

XIX.

Invoices are to be submitted to:

Sumner County Government
Attn: Jaime Muncy
355 North Belvedere Drive
Room 102
Gallatin, TN 37066

The vendor must provide an invoice(s) detailing the terms and amounts due and the dates due. All invoices shall indicate payment terms and any prepayment discounts.

XX.

Sumner County Government may, at any time, nullify the agreement if, in the judgment of Sumner County Government, the contractor(s) has failed to comply with the terms of the agreement. In the event of nullification, any payment due in arrears will be made to the contractor(s), but no further sums shall be owed to the contractor(s). The agreement between Sumner County and the contractor(s) is contingent upon an approved annual budget allotment, and is subject, with thirty (30) days notification, to restrictions or cancellation if budget adjustments are deemed necessary by Sumner County Government.

XXI.

Sumner County, Tennessee is an equal opportunity employer. Sumner County does not discriminate towards any individual or business on the basis of race, sex, color, age, religion, national origin, disability or veteran status.

The successful contractor(s) agrees that they shall comply with all local, state, and federal law statutes, rules, and regulations including, but not limited to, the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

In the event that any claims should arise with regards to this contract for a violation of any such local, state, or federal law, statutes, rules, or regulations, the provider will indemnify and hold Sumner County harmless for any damages, including court costs or attorney fees, which might be incurred.

Any contract will be interpreted under the laws and statutes of the state of Tennessee.

Sumner County does not enter into contracts which provide for mediation or arbitration. Any action arising from any contract made from these specifications shall be brought in the state courts in Sumner County, Tennessee or in the United States Federal District Court for the Middle District of Tennessee. Additionally, it is a violation of state statutes to purchase materials, supplies, services, or any other item from

For collection, transporting, processing and disposal services required to be performed, the charges shall not exceed the rates as fixed by the contract documents. Respondent shall provide pricing per a flat, uniform rate itemized pricing per location. All regulatory fees, environmental fees, fuel charges and any other fees shall be included in flat monthly rate per location in bid submittal. The waste removal services

Purchasing Department
1500 Airport Road
Gallatin, TN 37066

COMPANY NAME _____

ADDRESS _____

TELEPHONE _____

EMAIL _____

AUTHORIZED COMPANY REPRESENTATIVE _____

AUTHORIZED COMPANY REPRESENTATIVE _____

DATE _____

BID TITLE 20170613-CO-3 Waste Removal Services

DEADLINE June 13, 2017 @ 2:00 p.m. Local time

BID AMOUNT \$ _____

BID GOOD THRU _____

NOTES: _____

STATEMENT OF NON-COLLUSION

STATE OF _____
COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Sumner County, TN to provide goods or services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit because it shall be receiving pay pursuant to a contract with the state or any local government to provide goods or services.
3. The Company is in compliance with all State and Federal Laws, Rules and Rules

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:
Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;

Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the bid, been convicted or had a civil judgment rendered against it

A. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

B. For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

C. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. § 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

Name of Participant Agency: _____

Name and Title of Authorized Representative: _____

Signature of Authorized Representative: _____ Date: _____

____ I am unable to certify to the above statement. Attached is my explanation.

CERTIFICATION BY CONTRACTOR

I, the undersigned, certify that on behalf of Contractor, I am authorized to attest and obligate the above certification and to legally bind Contractor to these terms, conditions and obligations.

_____ Title

_____ Name

_____ Date

_____ Witness