



DeKalb County Purchasing & Contracting Department  
1300 Commerce Drive, Second Floor  
Decatur, Georgia 30030

**Date: November 9, 2018**

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**Request for Quotation No. 18- 3003655**

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DeKalb County, Georgia is requesting a quotation for the following:

**I. Proposed Term:**

Thirty (30) calendar days

**II. Attachments:**

- A. Scope of Work
- B. Quote Form
- C. Sample Picture
- D. Bidder Contact Information
- E. Reference Form and Reference Check Release Statement
- F. Bidder Affidavit
- G. Insurance Requirements

**III. Payment Terms:**

Net 30

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**IV. Scope of Work:**

See Attachment A

**V. Federal Work Authorization Program:**

All qualifying contractors and subcontractors performing work with DeKalb County, Georgia must register and participate in the federal work authorization program to verify the work eligibility information of new employees. In order for a Quotation to be considered, it is mandatory that the Bidders Affidavit, Attachment E, be completed with bidder's proposal.

**VI. Due Date:**

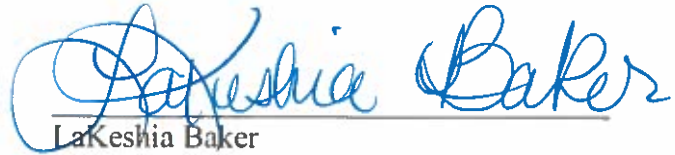
**All questions are due to LaKeshia Baker via email at [lbaker@dekalbcountyga.gov](mailto:lbaker@dekalbcountyga.gov) on or before 5:00 p.m. EST on November 14, 2018.**

**Quotes are due on or before 3:00 p.m. EST on November 16, 2018. Bidder must complete and return the quote form, reference form, bidder affidavit and provide a copy of bidder's valid business license to DeKalb County by email to the attention of LaKeshia Baker [lbaker@dekalbcountyga.gov](mailto:lbaker@dekalbcountyga.gov).**

**All quotes are to be provided on Attachment B, Quote Form.**

Thank you for your interest in doing business with DeKalb County.

Sincerely,



LaKeshia Baker  
Procurement Technician  
Department of Purchasing and Contracting

**ATTACHMENT A**  
**SCOPE OF WORK**

**Introduction**

The Department of Public Works-Sanitation is seeking to purchase approximately eight (8) powerpacks and installation for the 30CY self-contained trash compactors located at various school locations throughout the DeKalb County, GA.

**Minimum Specifications**

- I. **General Product Description**  
Powerpack, 3 Phase, 230-volt, UL listed, 10 horse power, 10 GPM, control button on panel box, 3000 PSI pressure gauge mounted at the panel box include PLC controlled, multi cycle timer and ram stop forward/reverse.
  
- II. **General Requirements**
  1. Expected delivery from receipt of PO must be within 10-15 business days.
  2. All prices must include installation, material freight charges and must be FOB Destination and all other applicable fees.
  3. Bidder must include product and/or labor warranty.
  4. The Contractor shall un-installed existing powerpack from each trash compactor.
  5. The Contractor shall install new powerpack and timers set per trash compactor cylinder stroke.
  6. The Contractor shall hydraulic disconnects on old powerpack installed on new powerpack to prevent any mismatch with packer body disconnects.
  7. The Contractor shall low voltage interlock mounted on doghouse and wired to 10-pin connector.
  8. The Contractor shall provide materials, labor, equipment and everything necessary to complete the task as specified.
  9. The Contractor shall perform all functions tests to ensure proper installation.
  10. The powerpacks will be installed on 30CY trash compactors (See attached Exhibits).
  
- III. **School (Service) Locations**
  1. Columbia Middle School- 3001 Columbia Dr., Decatur, GA, 30034
  2. Oak View Elementary School- 3574 Oakvale Rd., Decatur, GA, 30034
  3. Dunaire Elementary School- 651 S. Indian Creek Dr., Stone Mountain, GA, 30083.
  4. Flat Shoals Elementary School- 3226 Flat Shoals Rd, Decatur, GA, 30034

5. Stone Mountain Elementary School- 6720 Memorial Dr., Stone Mountain GA, 30083
6. Columbia Elementary School- 3230 Columbia Woods Dr., Decatur, GA, 30032
7. Fernbank Elementary School-157 Heaton Park Dr., Atlanta, GA, 30307
8. Stone Mountain High School- 4555 Central Dr., Stone Mountain, GA, 30083

**ATTACHMENT B**  
**QUOTE FORM**

TO: The Chief Procurement Officer of DeKalb County, Georgia

The undersigned, as Responder, declares that he has carefully examined, RFQ No. 18-3003655, Trash Compactor Powerpack and Installation, the Specifications therein contained, and that he proposes and agrees that if his bid is accepted, to provide the necessary services and will furnish all materials and labor specified in the RFQ, or necessary to complete the Work in the manner therein specified within the time specified, as therein set forth for the following lump sum amount which sum is hereinafter referred to as the "Total Bid."

RFQ No.18- 3003655, Trash Compactor Powerpack and Installation:

\_\_\_\_\_ (\$ \_\_\_\_\_ )  
(State amount in writing on this line) (In figures)

<b>PRICE SCHEDULE</b>		
<b>Item No.</b>	<b>School (Service) Locations</b>	<b>Unit Price</b>
1	Columbia Middle School	\$
2	Oak View Elementary School	\$
3	Dunaire Elementary School	\$
4	Flat Shoals Elementary School	\$
5	Stone Mountain Elementary School	\$
6	Columbia Elementary School	\$
7	Fernbank Elementary School	\$
8	Stone Mountain High School	\$
	<b>TOTAL</b>	\$

**ATTACHMENT C**  
**SAMPLE PICTURE**



**ATTACHMENT D**  
**BIDDER CONTACT INFORMATION**

Are you a DeKalb County Firm? YES \_\_\_\_\_ NO \_\_\_\_\_

Signed, sealed, and dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Responder

By: \_\_\_\_\_

\_\_\_\_\_  
Name (Typed or Printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Responder's Mailing Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-Mail Address

**ATTACHMENT E**  
**REFERENCE FORM AND REFERENCE CHECK RELEASE STATEMENT**

List below at least three (3) references, including company name, contract period, contact name, email address, telephone numbers and project name of individuals who can verify your experience and ability to perform the type of service listed in the solicitation.

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

**REFERENCE CHECK RELEASE STATEMENT**

----- You are authorized to contact the references provided above for purposes of this RFQ. -----

Signed \_\_\_\_\_ Title \_\_\_\_\_

(Authorized Signature of Proposer)

Company Name \_\_\_\_\_ Date \_\_\_\_\_



**ATTACHMENT F**  
**CONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the bidder submitting a bid, contractor, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
BY: Authorized Officer or Agent  
Authorization

\_\_\_\_\_  
Federal Work  
Identification Number

\_\_\_\_\_  
(Bidder's Name)

\_\_\_\_\_  
Enrollment Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Bidder

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

\_\_\_\_\_  
Company Name & Address (do not include a post office box)

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**ATTACHMENT G**  
**INSURANCE REQUIREMENTS**

Insurance must meet the County's requirements and will be furnished by the successful Bidder(s) upon award.

1. Successful Bidder(s) will advise their insurance agent of the County's requirements as listed below and that they may not proceed with any work until insurance is provided that is in compliance with these requirements.

2. Contractor's insurance company or agent must mail, email, or bring an original certificate of insurance and applicable declarations or endorsements to the DeKalb County address listed within this Insurance provision. Insurance must be from companies able to do business in Georgia and acceptable to the County as follows:

- a. Certificates must cover:
  - i. Statutory Workers Compensation
  - ii. Employer's liability insurance by accident, each accident \$1,000,000
  - iii. Employer's liability insurance by disease, policy limit \$1,000,000
  - iv. Employer's liability insurance by disease, each employee \$1,000,000
  - v. Business Auto Liability Insurance with a minimum \$1,000,000 Combined Single Limit/Each Occurrence (Including operation of non-owned, owned, and hired automobiles).
  - vi. Commercial General Liability Insurance
    - 1. Each Occurrence - \$1,000,000
    - 2. Fire Damage - \$250,000
    - 3. Medical Expense - \$10,000
    - 4. Personal & Advertising Injury - \$1,000,000
    - 5. General Aggregate - \$2,000,000
    - 6. Products & Completed Operations - \$1,500,000
    - 7. Contractual Liability where applicable
- b. DeKalb County, GA shall be named as Additional Insured under any General Liability, Business Auto and Umbrella Policies. Coverage shall apply as Primary and non-contributory with Waiver of Subrogation in favor of DeKalb County, Georgia. Such additional insured coverage shall be endorsed to Contractor's policy by attachment of ISO Additional Insured Endorsement forms CG 20 10 10 01 (ongoing operations) and CG 20 37 10 01 (products- completed operations), or form(s) providing equivalent coverage.

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- c. This insurance for the County as the additional insured shall be as broad as the coverage provided for the named-insured Contractor. It shall apply as primary insurance before any other insurance or self-insurance, including any deductible, non-contributory, and waiver of subrogation provided to the County as the additional insured.
- d. Contractor agrees to waive all rights of subrogation and other rights of recovery against the County and its elected officials, officers, employees or agents, and shall cause each Subcontractor to waive all rights of subrogation for all coverages.
- e. Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least sixty (60) days prior written notice to the County.

- f. Contractor understands and agrees that the purchase of insurance in no way limits the liability of the Contractor.
- g. The insurance carrier must have a minimum A.M. Best's rating of not less than "A" (Excellent) with a Financial Size Category of VII or better.
- h. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.
- i. Certificates to contain the location and operations to which the insurance applies.
- j. Certificates to contain successful contractor's protective coverage for any subcontractor's operations. If this coverage is included in General Liability, please indicate on the Certificate of Insurance.
- k. Certificates to contain successful contractor's contractual insurance coverage. If this coverage is included in the General Liability, please indicate this on the Certificate of Insurance.
- l. Certificates shall be issued and delivered to the County and must identify the "Certificate Holder" as follows:
- m. The successful contractor shall be wholly responsible for securing certificates of insurance coverage as set forth above from all subcontractors who are engaged in this work.

DeKalb County, Georgia  
Director of Purchasing & Contracting  
The Maloof Center, 2nd Floor  
1300 Commerce Drive  
Decatur, Georgia 30030