



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

Date: February 24, 2020

Request for Quotation No. 20-300157

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

I. Proposed Term:

Effective immediately upon Notice of Award for one year.

II. Attachments:

- A. Scope of Work
- B. Qualifications & Experience
- C. Price Schedule
- D. Bidder Contact Information
- E. Reference Form and Reference Check Release Statement
- F. Bidder Affidavit
- G. Insurance
- H. Compactors and Location

III. Payment Terms:

Net 30

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 Contractor's Affidavit, Attachment E, be completed with bidder's proposal.

VI. Due Dates:

All questions should be sent via email to L. Deneen Walters at ldwalters@dekalbcountyga.gov on or before 5:00PM EST on Wednesday, March 6, 2020.

Quotes are due on Friday, February 28, 2020 by 3:00PM EST. Bidder must complete and return the all attached forms via email to ldwalters@dekalbcountyga.gov.

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

Sincerely,



L. Deneen Walters
Procurement Agent
Department of Purchasing and Contracting

ATTACHMENT A
SCOPE OF WORK & GENERAL REQUIREMENTS

Roll-off Container and Self-Contained Trash Compactors

Introduction:

DeKalb County Public Works – Sanitation Division (hereinafter called the “Sanitation Division”) is seeking bids from all interested and qualified vendors who specialize in roll-off container and self-contained trash compactor maintenance and repair services on an as-needed basis. The Sanitation Division currently owned 74 trash compactors and 145 roll-off containers.

Scope of Work

- Services under this contract shall be performed on a 24-hour/7-days a week basis if deemed necessary by the Sanitation Division.
- The successful contractor must provide all equipment, materials and labor required to complete the scope of work.
- All roll-off maintenance and repairs will be serviced at the County’s Seminole Landfill, 4203 Clevemont Road, Ellenwood, GA 30294.
- All self-contained trash compactor maintenance and repairs will be serviced at various locations throughout the DeKalb County (See Attachment C for Locations).
- Contractor must assign a service representative who will be the primary contact under this contract.
- Must provide proof of purchase for any markup on parts.
- Contractor must provide repair estimates and get approval before repairs are performed.
- Contractor must perform all work to industry accepted standards. The Contractor shall provide a clean work area, keeping all work areas clear of hazards. The Contractor shall also properly dispose of all hazardous materials and leave work area clean after each repair is completed.

QUALIFICATIONS & EXPERIENCE:

- Contractor must have experience in fabrication or welding of bent and broken parts on roll-off containers.
- Contractor must be able to diagnose, repair, and replace hydraulic lines and mechanical parts on trash compactors.
- Contractor must have a minimum of 5-year of experience in providing maintenance and repair services on heavy equipment.
- Assigned service mechanic and/or lead technician must have minimum of 3-years of experience in heavy equipment maintenance and repair services.

RESPONSE TIME:

- Upon initial notification by the Sanitation Division representative, the Contractor's initial response shall be (via telephone) within one (1) hour.
- Contractor must be able to complete the required service within three (3) business days or sooner if requested by the Sanitation Division's representative. Note: There are times which critical-use equipment need immediate repair. If the contractor is not able to meet reasonable time constraints, the Sanitation Division reserves the right to out-source work to another vendor.

LABOR HOURS:

- Regular Hours: Work completed 6:00 AM to 6:00 PM, seven (7) days a week.
- Premium Hours: Work completed 6:01 PM to 5:59 AM, seven days a week, including all day on recognized County holidays.
- Travel time to and from job site are not reimbursable. All mileage, vehicle, and travel costs, including per diem, must be included in the hourly rate quoted for labor in this RFQ.
- Reimbursable labor hours shall begin when the technician arrives on the job site and signs the Department's Labor Hours Tracking Sheet and terminate when the technician complete the required repair and signs out on the Labor Hours Tracking Sheet. The labor hours billed on the invoice must reflect the same hours recorded in the sign-in/sign-out register.
- Repairs completed under this contract will be billed and paid for time and materials.

ATTACHMENT B
QUALIFICATIONS & EXPERIENCE

Qualifications & Experience	Yes or No	If yes, list qualifications & experience
Does the contractor have experience in fabrication or welding of bent and broken parts on roll-off containers?		
Is the contractor able to diagnose, repair, and replace hydraulic lines and mechanical parts on trash compactors?		
Does the contractor have a minimum of 5-year of experience in providing maintenance and repair services on heavy equipment?		
Does the service mechanic and/or lead technician must have minimum of 3-years of experience in heavy equipment maintenance and repair services?		

ATTACHMENT C
PRICE SCHEDULE

PRICE SCHEDULE		
<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>
1	Hourly Rate at Landfill	\$_____/Hr.
2	Hourly Rate in Field	\$_____/Hr.
3	Service/Travel charge for Field Repair	\$_____/Trip
4	Percentage Markup on Parts	_____%
5	Warranty (Parts)	_____Month(s)
6	Warranty (Labor)	_____Month(s)

End of Price Schedule

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

Federal Work Authorization
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.
- 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

ATTACHMENT H

Compactors and Locations

	<u>Facility Name</u>	<u>Address</u>	<u>Compactor ID</u>
1	Lithonia High	2240 Phillips Rd. Lithonia	LS72819
2	Midvale Elem	3836 Midvale Rd. Tucker	LS72818
3	Columbia Middle	3001 Columbia Dr. Decatur	LS72821
4	Lithonia Middle	2451 Randall Ave. Lithonia	LS72823
5	Oak View Elem	3574 Oakvale Rd Decatur	LS72820
6	Indian Creek Elem	724 N. Indian Creek Dr Clark	LS72822
7	Marbut Theme	5776 Marbut Rd. Lith	LS72860
8	Miller Grove High	2645 Dekalb Med Pkwy Lith	LS72859
9	Salem Middle	5333 Salem Rd. Lith.	LS72834
10	Boule Elem	5100 Rock Springs Rd Lith.	LS72835
11	Shadow Rock Elem	1040 Kingway Dr. Lith	LS72837
12	Dunair Elem	651 S. Indian Creek Dr. Stn. Mtn.	LS72836
13	Mary Mcleod Middle	5200 Covington Hwy. Dec.	LS72909 / LS13731
14	South West Dekalb H	2863 Kelly Chapel Rd. Dec.	LS72908 / LS13730
15	Idlewood Elem	1484 Idlewood Rd. Tucker	LS72906 / LS13728
16	Champion Theme M	5265 Mimosa Dr. Stn. Mtn.	LS72907 / LS13729
17	Lakeside High	3801 Briarcliff Rd. NE Atl.	LS72913 / LS13701
18	Flat Shoals Elem	3226 Flat Shoals Rd. Dec.	LS72910 / LS13732
19	Princeton Elem	1301 S Deshon Rd Lithonia	LS13838 / LS72974
20	Miller Grove Middle	2215 Miller Rd Decatur	LS13839 / LS72975
21	Redan Middle	1775 Young Rd Lithonia	LS13842 / LS72978
22	Peachcrest Elem	1530 Joy Lane Decatur	LS13837 / LS72973
23	Canby Lane Elem	4150 Greenhawk Trail Decatur	LS13841 / LS72977
24	Jolly Elem	1070 Otello Ave Clarkston	LS13840 / LS72976
25	Clarkston High	618 N. Indian Creek Dr Clarkston	LS13961 / LS73051
26	Stone Mtn Elem	6720 Memorial Dr Stn Mtn	LS13956 / LS73046
27	Avondale Elem	10 LakeShore Dr Avondale Est	LS13959 / LS73049
28	Stephenson High	701 Stephenson Rd. Stn Mtn.	LS13960 / LS 73050
29	Ronald McNair High	1804 Bouldercrest Rd SE Atl	LS73048 / LS13958
30	Columbia Elem	3230 Columbia Woods Dr Dec	LS73047 / LS13957
31	Flat Rock Elem	4603 Evans Mill Rd. Lith.	LS14216
32	Midway Elem	3318 Midway Rd. Decatur	LS14219
33	MLK High	3991 Snapfinger Rd. Dec.	LS14218
34	Chamblee High	3688 Chamblee Dunwoody Rd	LS14217
35	Stone Mtn Middle	4293 Sarr Parkway Stn. Mtn.	LS14220
36	Fernbank Elem	157 Heaton Park Dr. Atl	LS14215
37	Brockett Elem	1855 Brockett Rd Tucker	LS14248
38	Avondale Middle	3131 Old Rockridge Rd	LS14262
39	Coral wood Facility	2477 Coralwood Dr Dec.	LS14247
40	Kelly Lake Elem	2590 Kelly Lake Rd Dec	LS14259
41	Redan Elem	1914 Stn Mtn. Lithonia	LS14269
42	Chamblee Middle	3601 Sexton Woods Dr. Atl.	LS14264
43	Freedom Middle	505 South Harriston Rd. Stn. Mtn.	WQ1007/105132/19757
44	Stone Mountain High	4555 Central Dr. Stn Mtn.	110-30 / 19756
45	Redan High	5247 Redan Rd. Stn. Mtn	LS14245
46	Snapfinger Elem	1365 Snapfinger Rd. Dec.	WQ1007/106402/19752

47	Allgood Elem	659 Allgood Rd. Stn. Mtn.	110-30 / 197-53
48	Rainbow Elem	2801 Kelly Chapel Rd. Dec.	110-30 / 197-54
49	Chapel Hill Elem	3536 Radcliff Blvd Decatur	
50	Ronald McNair Mid	2190 Wallingford Dr Dec.	
51	Tucker High	5036 Lavista Rd Tucker	
52	Tucker Middle	2160 Idlewood Rd Tucker	
53	Smoke Risa Elem	1991 Silver Hill Rd. Stn Mtn	
54	Druid Hill High	1798 Haygood Dr Atl.	
55	Bob Mathis Elem.	3505 Boring Rd Decatur	
56	Briarlake Elem	3590 Lavista Rd Dec	
57	Sagamore Hills E	1865 Alderbrooks Rd Atl.	
58	Robert Shaw theme	385 Glendale Rd Scottdale	
59	Wadsworth Knollwd E	3039 Santa Monica Dr. Dec.	17-005333
60	Druid Hill MS	3100 Mt. Olive Dr Decatur	17-005335
61	AIC Facility / south end	1701 Mtn. Industrial Blvd	17-005328
62	Rowland ES	1317 South Indian Creek Dr	17-005321
63	Towers HS	3919 Brookcrest Cir Decatur	17-005332
64	Wynbrooke E	440 Wicksbury Way Stn Mtn	17-005334
65	Oak Grove ES	1857 Oak Grove Rd NE Atl	17-005329
66	Arabia Mtn HS	8610 Browns Mills Rd Lith	17-005366
67	Peachtree MS	4664 N Peachtree Rd D/woody	17-005330
68	Hambrick ES	1101 Hambrick Rd Tucker	17-005320
69	Dunwoody ES	1923 womack Rd D/woody	17-005331
70	AIC Facility / north end	1701 Mountain Ind. Blvd. Tucker	13SCP2178
71	Avondale Elem	10 Lakeshore Dr Avondale Estate	SCP1227
72	Dunwoody High	5035 Vermack Rd. Atlanta	SCP1225
73	Ronald McNair Elem	2162 Second Ave. Decatur	13SCP2147
74	Laurel Ridge Elem	1215 Balsam Dr. Decatur	SCP1262