

**Office of Procurement Services**

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

Solicitation Number: **22-474**Solicitation Title: **CLOSURE OF LAKE COUNTY LANDFILL CELL PHASE III**Pre-Bid Conference: **See Section 3.0**

Last Day to Ask Questions: **08/30/2022**CLOSING DATE: **09/7/2022** CLOSING TIME: 3:00 P.M. Eastern

Vendors shall complete and return all information requested by the specified time and date or Submittal shall be rejected.

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# **PURPOSE OF INVITATION TO BID**

The purpose of this solicitation is to solicit competitive sealed submittals to furnish **CLOSURE OF LAKE COUNTY LANDFILL CELL PHASE III** for Lake County, Florida. This solicitation is officially posted on the County’s website exclusively.

Vendors are advised that the project is anticipated to be with a value of $1,925,000.00.

## **EXHIBITS**

Exhibit A – Scope of Work

Exhibit B – Insurance Requirements

Exhibit C – Review [General Terms and Conditions for Lake County Florida](https://lakeumbraco.azurewebsites.net/media/krwgfnt0/general-terms-and-conditions-v-5-6-21-ada.pdf) dated 5/6/21

Exhibit D – Bid, Performance, and Payment Bond

Exhibit E – Closure Construction Specifications for Lake County Central (Astatula) Solid Waste Management Facility Phase III Landfill

Exhibit F – Closure Construction Drawings for Lake County Central (Astatula) Solid Waste Management Facility Phase III Landfill

## **ATTACHMENTS**

Attachment 1 – Submittal Form

Attachment 2 – Contractor’s Bid Form

Attachment 3 – Reference Form

# **POINT OF CONTACT**

Direct all inquiries to the Contracting Officer (official point of contact) listed:

Sandra Rogers, CPPB, Senior Contracting Officer

Telephone: 352-343-9832

E-mail: srogers@lakecountyfl.gov

# **MANDATORY PRE-BID AND SITE VISIT MEETING**

Vendors shall attend one of the two scheduled Mandatory Pre-Bid and Site Visit Meetings:

* Tuesday, August 23rd, 2022 at 9:00am Eastern OR
* Wednesday August 24th, 2022 at 9:00am Eastern

Mandatory Pre-Proposal Conference and site visit will be held at the Lake County Landfill Administration building located at 13130 County Landfill Road, Tavares, Florida 32778, to discuss the conditions and specifications within this solicitation. Vendors should bring solicitation documents to the conference. It is suggested to arrive at least five minutes early.

Vendors arriving five minutes after the start time of the conference will not be admitted and deemed non-responsive. A response from Vendors failing to attend a Mandatory Pre-Bid Conference will not be accepted.

Vendors shall attend the entire conference. Failure to comply with this Section 3.0 will result in the Vendor being deemed non-responsive. It is recommended to bring solicitation documents to the conference.

Vendors shall conduct and maintain social distancing as required by the Centers for Disease Control and Prevention. Attendees are advised to bring proper equipment, as needed, for proper review of this area, as additional site visits shall not be allowed.

In accordance with the American Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing a special accommodation to participate in the process, or an interpreter to participate in any proceedings under this solicitation, should contact the Contracting Officer listed in Section 2.0 for assistance, at least two (2) business days before any meeting date.

# **QUESTIONS, EXCEPTIONS, AND ADDENDA**

Vendors must examine all solicitation documents including the [General Terms and Conditions for Lake County Florida](https://lakeumbraco.azurewebsites.net/media/krwgfnt0/general-terms-and-conditions-v-5-6-21-ada.pdf). All communication, inquiries, or requests for exceptions are to be directed to the Contracting Officer listed in Section 2.0. The last day for questions or requests for exceptions is **08/30/2022**. An addendum may be issued in response to any inquiry received, which changes or clarifies the terms, provisions, or requirements of the solicitation. No answers given in response to questions submitted will be binding upon this solicitation unless released in writing as an addendum to the solicitation and posted on the [Formal Solicitations site (lakecountyfl.gov)](https://c.lakecountyfl.gov/offices/procurement_services/view_all_bids.aspx?mylakefl=True) for this solicitation. Where there appears to be a conflict between this solicitation and any addenda, the last addendum issued will prevail.

It is the Vendor’s responsibility to ensure receipt of all addenda and any accompanying documentation. Failure to acknowledge each addendum may prevent the Submittal from being considered for award. The solicitation due date is static unless notified via addendum.

Process clarification or procedure questions may be asked at any time to the Contracting Officer.

# **METHOD OF AWARD**

Each Submittal will be evaluated for conformance as responsive and responsible using the following criteria:

A. Proper submittal of ALL documentation as required by this Solicitation. (Responsive)

B. The greatest benefits to Lake County as it pertains to: (Responsible)

1. Total Cost;
2. Delivery;
3. Past Performance. In order to evaluate past performance, all Vendors are required to submit at least three (3) verifiable references / relevant projects completed within the last five (5) years that are the same or similar in magnitude to this ITB. Use Attachment 3 – References Form;
4. United States Occupational Safety and Health Administration (OSHA) Certifications;
5. Resume for the proposed Site Safety Officer;
6. All technical specifications associated with this Solicitation;
7. Financial Stability: A Dun and Bradstreet report may be used by the County to evaluate Vendor’s financial stability. All Vendors shall be prepared to supply a financial statement upon request, preferably a certified audit of the last available fiscal year.
8. Any and all other criteria that may be specific to your Solicitation, including Exhibit E, Section 01030.

Should the successful vendor default by not furnishing surety as specified, then the next low vendor in order of bid price shall then be considered the lowest vendor. Should this vendor also default, then the next low vendor shall be considered. In each case, any vendor which defaults shall forfeit its bid guarantee.

Award(s) will be made to the lowest responsive, responsible Vendor(s) (no additional details).

The County reserves the right to make awards on a lowest price basis by individual item, group of items, all or none, or a combination; with one or more Vendors; to reject any and all offers or waive any minor irregularity or technicality in submittals received.

Submittals received before the closing date and time listed will be opened, recorded, and accepted for consideration. Vendors’ names will be read aloud and recorded. Submittals will be available for inspection during normal business hours from the Office of Procurement Services 30 calendar days after the Solicitation due date or after recommendation of award, whichever occurs first.

# **DELIVERY AND SUBMITTAL REQUIREMENTS**

1. Hand delivery of submittals will not be accepted.
2. RESPONSES MUST BE SUBMITTED THROUGH THE SOLICITATION RESPONSE PORTAL TO BE CONSIDERED – [Click Here for the Submission Portal.](https://procurement.lakecountyfl.gov/login)
3. A response will not be accepted if completed and submitted after the official due date and time.
4. Submission indicates a binding offer to the County and agreement of the terms and conditions referenced in this Solicitation. Do not make any changes to the content or format of any form without County permission. All information must be legible.
5. Submittal must include:
* Completed Attachment 1 – Submittal Form;
	+ Submittal must be signed by an official authorized to legally bind the firm to its provisions. Include a memorandum of authority signed by an officer of the company if the signor is not listed as a corporate officer on the firm’s SunBiz registration.
* Proof of [Sunbiz.org](https://dos.myflorida.com/sunbiz/) registration;
* Include a completed W-9 form;
* Completed Addenda issued. Failure to include signed addenda may be cause for Submittal to be considered non-responsive;
* Completed Attachment 2 – Contractor’s Bid Form;
* The Contractor’s qualifications shall demonstrate a minimum of three (3) similar size construction projects within the last five (5) years. See Attachment 3 – Reference Form;
* Resumes of general construction and Subcontractor’s (including installers) key personnel, including the Project Manager, Superintendent, and Supervisor highlighting experience with similar size landfill closure liner system and passive gas venting system construction projects.
* Proof of insurance or evidence of insurability at levels in Exhibit B – Insurance Requirements;
* United States occupational Safety and Health Administration (OSHA) Certifications;
* Resume of the proposed Site Safety Officer;
* Any Contractor required licenses;
* HDPE Geomembrane/GCL/CND Manufacturer qualifications shall demonstrate a minimum of five (5) years of successful development and production of at least 10 million square feet of material and a minimum of six (6) similar size active projects withing the last five (5) years by submitting a list of previous projects and references.
* HDPE Geomembrane/GCL/CND installer qualifications shall demonstrate a minimum of five (5) year of successful installations of at least 10 million square feet or material and a minimum of six (6) similar size active projects within the last five (5) years by submitting a list of previous projects and references.
* Bid Bond;
1. The County is not liable or responsible for any costs incurred in responding to this Solicitation including, without limitation, costs for product or service demonstrations if requested.
2. Interested parties may listen to the 3:01 P.M. solicitation opening by calling 1-321-332-7400, Conference ID 971 920 36# or clicking on this link: [*Join Microsoft Teams Meeting*](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NTc2MGM4YWYtYjcxYy00NjIxLTg3MjEtMzQzYTNiN2QyODQ1%40thread.v2/0?context=%7b%22Tid%22%3a%228499232e-a71a-45ed-aeca-64041089512e%22%2c%22Oid%22%3a%222b878da3-a65c-47a7-9def-0cf7f970014f%22%7d)
3. The County owns and retains all proprietary rights in its logos, trademarks, trade names, and copyrighted images (Intellectual Property). Nothing in this solicitation permits or shall be construed as authorization to use or display County’s Intellectual Property on Respondent’s submittal documents or proposal (including any exhibits attached thereto) in response to this solicitation. Unless expressly authorized in writing by County, a Respondent is not authorized and shall not make use of or display any County Intellectual Property on or in its proposal or submittals. Unauthorized use of County’s Intellectual Property may constitute trademark and copyright infringement in violation of federal and state laws. It is a violation of Lake County Code Section 2-1 and deemed a second-degree misdemeanor under Florida Statutes Section 165.043.

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