

**Office of Procurement Services**

P.O. Box 7800 • 315 W. Main St., Suite 416 • Tavares, FL 32778

Solicitation Number: **24-954**Solicitation Title: **WASTE MANAGEMENT SOLUTIONS** Pre-Solicitation Conference: **N/A**

Last Day to Ask Questions: **08/21/2024**CLOSING DATE: **08/30/2024** 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 REQUEST FOR EXPRESSIONS OF INTEREST SOLICITATION**

Lake County, Florida seeks expression of interest to furnish WASTE MANAGEMENT SOLUTIONS supporting environmental preservation strategies through zero waste to landfills and landfill mitigation. This solicitation is officially posted on the County’s website exclusively. This RFI is issued to inform interested parties of the County’s desire for information to assess the viability of implementing the system and identify vendors possessing the experience, capability, and proven technology to effectively manage the program in a cost-effective manner.

# **FLORIDA STATUTES 255.065 – PUBLIC-PRIVATE PARTNERSHIPS**

[Statutes & Constitution :View Statutes : Online Sunshine (state.fl.us)](http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=255.065&URL=0200-0299/0255/Sections/0255.065.html)

# **OBJECTIVE**

The County is interested in evaluation proposals that will:

* 1. Divert waste from landfills and incinerators,
  2. Use innovative technologies to repurpose waste for reuse at the highest reuse level possible,
  3. Reduce the environmental impact of landfills and waste management,
  4. Contribute to a circular economy that supports keeping materials and products in circulation, therefore reducing waste and environmental impacts, and
  5. Recover and reuse waste materials in the most environmentally, socially, and economically sustainable way.

# **PROCESS OVERVIEW**

* 1. Interested vendors shall submit expressions of interest covering related topics including but not limited to:
     1. Describe tonnage requirements, how measured and how reported.
        1. Describe tonnage rate.
        2. Describe the tonnage rate per hour to shred and bale waste into feedstock.
        3. Describe the tonnage rate per hour for turning feedstock into final product
        4. Describe the recourse on tonnages if changes to waste rules, regulations, and/or mandates eliminates or otherwise affects the waste composition or tonnage.
        5. Provide specifics when it comes to waste composition breakdowns for acceptability and classification.
     2. Describe the tipping floor.
        1. Describe what the turnaround times are for haulers on the “tipping floor”.
        2. Describe what the tipping floor looks like.
     3. Describe back up, maintenance, and emergency plans.
     4. Describe the environmental exposures and how to prevent.
        1. Explain methane or other dangerous gas concerns.
        2. Describe leachate capture systems, especially for inclement weather loads.
        3. Explain the proof there will never be an environmental exposure concern.
        4. Explain the steps taken to ensure there are zero chances of a mishap.
     5. Describe what utilities would be needed and account for any that would not be needed.
     6. Employment levels
        1. Describe the training and locations of training for future employees.
     7. Describe how the process is compliant with current and known possible future Federal or State law/regulations.
        1. Describe potential regulatory and permit hurdles.
        2. Describe the regulatory and permit conflicts still need to be resolved with the FDEP and EPA.
     8. Describe the end product result.
        1. Describe the focused end product and the profitability of the material.
        2. Describe all potential end products and possible uses for the products.
        3. Describe the economic environment to ensure consistent supply and demand allowing to maintain profitability and market viability.
        4. Indicate the location of current facility with the same functionality or at minimum, present proof of concept.
           1. Describe particularities of any structures and how approved by all local and state agencies.
           2. Describe the building’s airtightness and what happens if there is a gas leak or methane becomes trapped.
           3. Describe impact a fire in the facility will have.
        5. Describe impacts anticipated.
           1. Describe impacts that will impede material processing into feedstock.
           2. Describe the backup/emergency plans.
     9. Describe the long-term objectives of the business.
     10. Describe the anticipated savings the County can expect and how to best achieve those savings.
     11. Describe timeline from conception to turnkey operation.
         1. Include what is the expected County contribution.

# **ATTACHMENTS**

* 1. Attachment 1 – Submittal Form
  2. Attachment 2 – Reference Form
  3. Attachment 3 – Affidavit, Contracting with Foreign Countries of Concern

# **EXHIBITS**

* 1. Exhibit A – Florida Statute
  2. Exhibit B – Insurance Requirements
  3. Exhibit C – [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
  4. Exhibit D – Performance Bond Requirements

# **POINT OF CONTACT**

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

Bill Ponko, CPPO, CPPB, Senior Contracting Officer

Telephone: 352-343-9839

E-mail: [Bill.Ponko@LakeCountyFL.gov](mailto:Bill.Ponko@LakeCountyFL.gov)

# **PRE-PROPOSAL CONFERENCE / SITE VISIT**

N/A

# **QUESTIONS, EXCEPTIONS, AND ADDENDA**

## Vendors must examine all solicitation content.

## All communication, inquiries, or requests for exceptions shall be directed to the Contracting Officer listed in Section 7.

## The last day for questions or requests for exceptions is 08/21/2024.

### An addendum may be issued in response to any inquiry received, which changes or clarifies the terms, provisions, or requirements of the solicitation.

## No responses to questions submitted will be binding 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.

## Vendors are responsible to ensure receipt of all addenda and any accompanying documentation. Failure to acknowledge each addendum may prevent submissions from being considered for award. The solicitation due date is static unless notified via addendum.

## Process or procedure questions may be asked of the Contracting Officer at any time.

# **RFI DETERMINES FUTURE PARTICIPATION**

Failure to respond to this RFI precludes any interested party from future participation.

# **METHOD OF FURTHER PARTICIPATION SELECTION**

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

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

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

### Firm’s qualifications;

### Supplied outline to accomplish tasks;

### Proposed Team Composition Form;

### Past Performance. Submit three to five verifiable references/projects completed within five years similar in magnitude to the Solicitation. List no more than two Lake County Government projects. Use Attachment 3 – References Form;

### All technical specifications associated with this Solicitation; and

### Financial Stability: Be prepared to supply a financial statement upon request, preferably a certified audit of the last available fiscal year.

### Any additional submittal requirements.

## Selections will consist of the most responsive, responsible Vendors whose Proposals represent the best understanding of the project concept (no additional details).

## Per Section 287.05701, Florida Statutes, the County will not request documentation of or consider a vendor’s social, political, or ideological interests when determining if the vendor is a responsible vendor.

## County reserves the right to make awards to one or more Vendors to reject any and all offers or waive any minor irregularity or technicality in Proposals received.

## Submissions received before the closing date and time listed will be opened, recorded, and accepted for consideration.

# **DELIVERY AND SUBMITTAL REQUIREMENTS**

## Hand delivery of submittals will not be accepted.

## RESPONSES MUST BE SUBMITTED THROUGH THE SOLICITATION RESPONSE PORTAL TO BE CONSIDERED – [Click Here for the Submission Portal.](https://procurement.lakecountyfl.gov/login)

## Responses will not be accepted if submitted after the official due date and time.

## Submission indicates an understanding and interest in providing services outlined in this Solicitation. Do not make any changes to the content or format of any form without County permission. All information must be legible.

## Submittal must be organized into the following major sections. Create and upload a file for each section:

### **Vendor Profile**

* Statement of Interest & Understanding of Project
* Firm Profile / Firm History
* Completed Attachment 3 – Reference Form
* Completed Attachment 4 – Affidavit, Contracting with Foreign Countries of Concern
* Program Manager: List the name, business address, telephone number and e-mail address of the program manager for the project. Provide a resume of the individual’s background and skills in managing similar projects
* Include copies of any required licenses or permits

### **Subcontractors/Joint Ventures**

* Completed Attachment 2 – Team Composition Form
* List of proposed subcontractors or joint venture arrangements that may be used on the project.

### **Forms**

* 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
* Completed W-9 form
* Completed Addenda issued. Failure to include signed addenda may be cause for Submittal to be considered non-responsive
* Proof of insurance or evidence of insurability
* Any Contractor required licenses
* Descriptive literature

### **Conception of Technology To Be Utilized**

* Provide a concise description of the approach and process to successfully complete the work to be performed including any specific staffing or equipment resources.

### **Financial Stability**

* Provide a financial stability statement indicating the firm has the necessary resources (human and financial) to provide the services at the level required by the County. The County reserves the right to request a financial statement, a certified audit, or a third party prepared financial statement. The County reserves the right to use a third-party company to verify financial information provided. Provide similar information for a subcontractor or joint venture arrangement.

### **Litigation**

* Information on the nature and outcome of litigation and proceedings for the previous three (3) years where the firm has been involved in any matter related to professional activities.

### **Other Information**

* Include any additional data that Vendor deems pertinent to the understanding and evaluating of the Proposal
* Indicate websites currently using technology or sample site for County demonstration purposes.

# **VENDOR DISCUSSION SESSIONS**

## County, at its sole discretion, may ask for an oral presentation or demonstration without charge to the County. County reserves the right to require the Vendor to demonstrate to the satisfaction of the County that the Firm has the fiscal and technical ability to furnish the requirements. The demonstration must satisfy the County and the County will be the sole judge of compliance.

## County may commence contract negotiations in accordance with the method of award specified. The County reserves the right to conduct discussions with Vendors having a realistic possibility of contract award to include requests for additional information and requests for “best and final” offers.

## Vendors must not assume they will be asked to make a presentation or asked for a “best and final” offer and must include all pertinent and required information in their original Proposal.

# **DEMONSTRATION OF EQUIPMENT**

## Vendors may be required to demonstrate offered equipment to cognizant County personnel at no cost. The purpose of this demonstration is to observe the equipment in an operational environment and to verify its capability, suitability, and adaptability in conjunction with the performance requirements stipulated in this Solicitation. If a demonstration is required, the County will notify Vendors in writing specifying the date, time, and location. The County may elect to reject any Vendor’s offer, or to re-schedule the demonstration, whichever action is determined to be in the best interests of the County, for Vendors failing to perform the demonstration on the specified date stipulated in the notice. The County will be the sole judge of the acceptability of the equipment in conformance with the specifications and its decision will be final.

## The equipment used for the demonstration must be the same as identified in the Proposal. Accordingly, the equipment used in the demonstration will create an express warranty that the actual equipment to be provided by the Vendor during the Contract period will conform to the equipment used in the demonstration. The Vendor shall provide adequate restitution to the County, in the manner prescribed by the County, if this warranty is violated during the term of the Contract.

## 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.

## 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 and deemed a second-degree misdemeanor under Florida Statutes Section 165.043.

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