

REQUEST FOR PROPOSALS

Notice is hereby given that sealed proposals will be received at the City of Scott, City Hall Building, located at 125 Lions Club Road, Scott, Louisiana 70583, until 2:00 p.m. Central Time on the 3rd day of October 2023 for the following:

DISASTER DEBRIS RECOVERY

and will, shortly thereafter, be opened and the NAMES ONLY read aloud in the City Hall Building, located at 125 Lions Club Road, Scott, Louisiana. Proposals received after the above specified time for opening shall not be considered and shall be returned unopened to the sender. Sealed proposals may be hand carried or mailed to the address above listed.

The scope of work shall consist of, but is not limited to, the Contractor providing the labor, material, equipment, management, administration, supervision and safety to perform eligible work such as debris clearance, collection, removal, disposal, reduction, recycling, and/or monitoring to remove debris on public property and/or public rights-of-way in the aftermath of a natural or manmade disaster. Such work shall be done following federal and state guidelines for debris removal. The primary purpose of this work is to maintain the public health, safety and well-being of the Owner during the response to an emergency situation as well as restore the public areas to a normal condition in the most expeditious manner possible and to make every effort to complete all requirements of this contract in the shortest time possible. This work may also include, under the same terms and conditions, removal of debris from private property. Such debris removal will only occur under very specific circumstances as decided by the City of Scott (CITY) where public health and safety is paramount. No private property debris removal will be done without the express written authorization from CITY and a proper right of entry documents obtained;

Vendor may request an electronic copy of the RFP by email to Bonnie Anderson at banderson@cityofscott.org or by telephone at the below number.

Vendors shall submit One (1) marked ORIGINAL, three (3) exact copies marked COPY and one electronic version (flash drive) of the proposal at the date and time specified. Proposals received after the due date and time shall be returned unopened to the vendor.

Copies of the proposal specifications are available at the City Hall Building, located at 125 Lions Club Road, Scott, Louisiana 70583. Telephone number (337) 233-1130 (Attn: Bonnie Anderson). Proposal specifications shall be available until twenty-four (24) hours before the proposal opening date. Any request for information shall be in writing. Questions must be received by September 25, 2023, at 2:00 PM Central Time. Email shall be sent to Bonnie Anderson at banderson@cityofscott.org. Subject: Disaster Debris Recovery

Each proposal shall be accompanied by a certified check, cashier's check, or bid bond payable to the City of Scott, in the amount of \$5,000.00. If a bid bond is used, it shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A-Rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to ten percent (10%) of policyholders' surplus as shown in the A.M. Best's Key Rating Guide, or by an insurance company in good standing licensed to write bid bonds which is either domiciled in Louisiana or owned by Louisiana residents. The bid bond shall be issued by a company licensed to do business in Louisiana and countersigned by a person who is under contract with residing in this state. The certified check, cashier's check, or bid bond shall be given as a guarantee that the bidder shall execute the contract, should it be awarded to him, in conformity with the contract documents within ten (10) days.

No bidder may withdraw his proposal for at least ninety (90) days after the time scheduled for the opening of proposals. Each proposal shall follow the instructions listed in the RFP regarding submittal of their proposal.

The awarded proposer will be required to furnish and maintain a performance and payment bond to CITY OF SCOTT in the event the contract is activated. Contractor agrees to provide the necessary performance bond, payment bond prior to commencement of work for 100% of the estimate for debris removal; an amount to be mutually accepted by both parties. The surety on the bond shall be authorized to do business in the State of Louisiana.

Proposals will be evaluated by the Purchaser based on the evaluation criteria outlined in the Request for Proposals. City of Scott reserves the right to reject any and all proposals or any portions thereof, to waive informalities and to select the material that best suits its needs. CITY further reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms that the Vendor can offer. At its discretion, CITY reserves the right to request best and final offers from the **RFP** finalists. The Vendor should be prepared to accept this RFP for incorporation into a contract resulting from this RFP. The contract may incorporate some or all of the Vendor's proposal. It is understood that the proposal will become a part of the official file on this matter without obligation to CITY.

Contractors or contracting firms submitting proposals in the amount of \$50,000.00 or more shall certify that they are licensed contractors under Chapter 24 of Title 37 of the Louisiana Revised Statutes of 1950 and show their license number on the front of the sealed envelope in which their proposal is enclosed. Contractors shall be licensed for the classification of **"HIGHWAY STREET AND BRIDGE CONSTRUCTION", "HEAVY CONSTRUCTION", "CLEARING, GRUBBING, AND SNAGGING", "BUILDING CONSTRUCTION", OR "NON-HAZARDOUS WASTE REMOVAL OR EARTHWORK DRAINAGE AND LEVEE"**. Proposals in the amounts specified above which have not bid in accordance with the requirements, shall be rejected and shall not be read. Additional information relative to licensing may be obtained from the Louisiana State Licensing Board for Contractors, Baton Rouge, Louisiana.

If the project is asbestos or hazardous waste, contractors submitting proposals in the amount of \$1.00 or more shall be properly licensed in accordance with Chapter 24 of Title 37 of the Louisiana Revised Statutes of 1950.

The City of Scott strongly encourages the participation of DBEs (Disadvantaged Business Enterprise) in all contracts or procurements let by the City of Scott for goods and services and labor and material. To that end, all contractors and suppliers are encouraged to utilize DBEs business enterprises in the purchase or sub-contracting of materials, supplies, services and labor and material in which disadvantaged business are available.

CITY OF SCOTT

Publication Dates: August 31, September 3, September 8, 2023