

Cut along the outer border and affix this label to your sealed proposal envelope to identify it as a “Sealed Proposal”. Be sure to include the name of the company submitting the bid where requested.

SEALED PROPOSAL • DO NOT OPEN

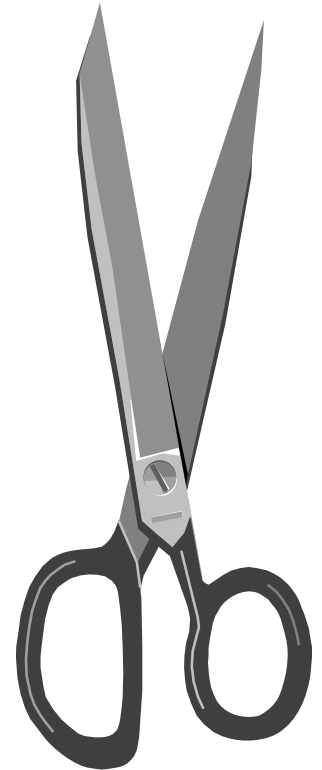
SEALED PROPOSAL NO.: **067-0331-P (TS)**

PROPOSAL TITLE: **DISASTER DEBRIS REMOVAL AND DISPOSAL**

DUE DATE/TIME: **May 15, 2007 @ 3:00 p.m.**

SUBMITTED BY: _____
(Name of Company)

DELIVER TO: PURCHASING DEPARTMENT
Board of County Commissioners
Annex Building –6th Floor
400 South Fort Harrison Avenue
Clearwater, FL 33756



Please Note:

From time to time, addenda may be issued to this proposal. Any such addenda will be posted on the same Web site, www.pinellascounty.org/purchase, from which you obtained this proposal. Before submitting your proposal you should check our Web site to download any addenda that may have been issued. Please remember to sign and return addendum acknowledgement form with completed proposal package if applicable.

**SUBMIT
PROPOSAL
TO:**

Pinellas County Board of County
Commissioners
Purchasing Department
400 South Ft. Harrison, Sixth Floor
Clearwater, Florida 33756

REQUEST FOR PROPOSAL

**PINELLAS COUNTY
BOARD OF COUNTY COMMISSIONERS**

PROPOSAL TITLE: DISASTER DEBRIS REMOVAL AND DISPOSAL**PRE-PROPOSAL CONFERENCE: NON-MANDATORY****DATE/TIME: April 26, 2007 @ 1:00 p.m.****LOCATION: 400 S. Ft. Harrison Ave. 5th Floor Conference Room, Clearwater FL 33756****PROPOSAL NO: 067-0331-P
(TS)**www.pinellascounty.org

**PROPOSAL IS DUE: May 15, 2007 @ 3:00P.M. AND MAY NOT
BE WITHDRAWN FOR: 120 DAYS AFTER SUCH DATE AND TIME.**

**DEADLINE FOR WRITTEN QUESTIONS: May 3, 2007 by 3:00 P.M.
MUST BE SUBMITTED TO TIM SHOBY, CPPO/CPPB AT
tshoby@co.pinellas.fl.us**

PHONE: 727 464-3311**FAX: 727/464-3925**

**ISSUE DATE:
April 17, 2007**

COMMISSIONERS

**RONNIE DUNCAN - CHAIRMAN
ROBERT B. STEWART - VICE CHAIRMAN
CALVIN D. HARRIS
SUSAN LATVALA
JOHN MORRONI
KAREN WILLIAMS SEEL
KENNETH T. WELCH**

THE MISSION OF PINELLAS COUNTY

Pinellas County Government is committed to progressive public policy, superior public service, courteous public contact, judicious exercise of authority and sound management of public resources to meet the needs and concerns of our citizens today and tomorrow.

**JOSEPH LAURO,
CPPO/CPPB
Director of Purchasing**

SECTION A**GENERAL CONDITIONS OF REQUEST FOR PROPOSAL****1. SUBMISSION OF PROPOSAL:**

- a) Proposals will be opened immediately after the proposal submittal date and time (3:00 PM) by the Pinellas County Purchasing Department, 400 South Fort Harrison Avenue, Annex Building, 6th Floor, Clearwater, FL 33756. The public may attend the proposal opening, but may not immediately review any proposals submitted. The names of respondents only will be read aloud at the time of opening. Pursuant to Section 119.07(3)(m), all proposals submitted shall be subject to review as public records 10 days from opening, or earlier if an intended decision is reached before the 10-day period expires. Late proposals will not be accepted.
- b) Proposals and changes thereto shall be enclosed in sealed envelopes or packages, addressed to the Purchasing Department, Pinellas County. The name and address of the firms, the date and hour of the proposal submittal, and the title shall be placed on the outside of the envelope.
- c) Proposals must follow the format of the RFP and structure their responses to follow the sequence of the RFP when submitting a proposal. County staff will evaluate the proposals received, based on responsiveness to the evaluation criteria and based on the information being provided in the required sequence.
- d) Proposers must have experience in work of the same or similar nature, and must provide references that will satisfy the County. Proposer must furnish a reference list of at least four (4) customers for whom they have performed similar services and must provide information as specified in Section D.
- e) Proposer is advised that exceptions to any of the terms contained in this RFP or the attached service agreement must be identified in its response to the RFP. Failure to do so may lead County to declare any such term non-negotiable. Proposer's desire to take exception to a non-negotiable term will not disqualify it from consideration for award.

SECTION A - GENERAL CONDITIONS - CONTINUED**2. WRITTEN REQUESTS FOR INTERPRETATIONS/CLARIFICATIONS:**

No oral interpretations will be made to any firms as to the meaning of specifications or any other contract documents. All questions pertaining to the terms and conditions or scope of work of this proposal must be sent in writing (mail or fax) to the Purchasing Department and received no later than the deadline specified in Section B. Responses to questions may be handled as an addendum if the response would provide clarification to requirements of the proposal. All such addenda shall become part of the contract documents. The County will not be responsible for any other explanation or interpretation of the proposed RFP made or given prior to the award of the contract. The Purchasing Department will be unable to respond to questions received after the specified deadline.

3. DESCRIPTION OF SUPPLIES/SERVICES:

Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Proposals will be considered for all brands that meet the quality of the specifications listed for any items.

4. RIGHTS OF PINELLAS COUNTY IN REQUEST FOR PROPOSAL PROCESS:

In addition to all other rights of the County under Florida law, the County specifically reserves the following:

- a) Pinellas County reserves the right to rank firms and negotiate with the highest-ranking firm. Negotiation with an individual proposer does not require negotiation with others.
- b) Pinellas County reserves the right to select the proposal that it believes will serve the best interest of Pinellas County.
- c) Pinellas County reserves the right to reject any or all Requests for Proposals.
- d) Pinellas County reserves the right to cancel the entire Request for Proposal.
- e) Pinellas County reserves the right to remedy or waive technical or immaterial errors in the Request for Proposal or in proposals submitted.
- f) Pinellas County reserves the right to request any necessary clarifications or proposal data without changing the terms of the proposal.
- g) Pinellas County reserves the right to make selection of the proposer to perform the services required on the basis of the original proposals without negotiation.

5. EVALUATION CRITERIA:

The evaluation criteria define the factors that will be used by the Evaluation Committee to evaluate and score responsive, responsible and qualified proposals. Proposers shall include sufficient information to allow the Evaluation Committee to thoroughly evaluate and score their proposals. Each proposal submitted shall be evaluated and ranked by an evaluation committee. The contract will be awarded to the most qualified proposer, per the evaluation criteria listed in Section E of the RFP. Proposers will ordinarily not be suggested for award/ranking of firms or oral presentations if a score of at least eighty percent (80%) of the total points available is not achieved through evaluation.

6. COSTS INCURRED BY PROPOSERS:

All expenses involved with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be borne solely by the Proposer(s). No payment will be made for any responses received, or for any other effort required of, or made by, the Proposer(s) prior to contract commencement.

7. ORAL PRESENTATION:

An oral presentation of proposal may be requested of any firm, at the Evaluation Committee's discretion.

SECTION A - GENERAL CONDITIONS - CONTINUED**8. CONFLICT OF INTEREST:**

- a) The Proposer represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Fla. Stat., §112.311, et. Seq. The Proposer further represents that no person having any interest shall be employed for said performance.
- b) The Proposer shall promptly notify the County's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest, or other circumstance, which may influence or appear to influence the Contractor's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Proposer may undertake and request an opinion of the County as to whether the association, interest or circumstance would, in the opinion of the County, constitute a conflict of interest if entered into by the Proposer. The County agrees to notify the Proposer of its opinion by certified mail within thirty days of receipt of notification by the Proposer.

9. WITHDRAWAL OF PROPOSAL:

A proposal may be withdrawn prior to the time set for the proposal submittal, based on a written request from an authorized representative of the firm; however, a proposal may not be withdrawn after the time set for the proposal submittal for a period of time as specified.

10. LATE PROPOSAL OR MODIFICATIONS:

Proposal and modifications received after the time set for the proposal submittal will not be considered; however, modifications in writing received prior to the time set for the proposal submittal will be accepted.

11. PROPOSALS FROM RELATED PARTIES / MULTIPLE PROPOSALS RECEIVED FROM ONE VENDOR:

Where two (2) or more related parties each submit a proposal or multiple proposals are received from one (1) vendor, for any contract, such proposals shall be judged non-responsive. Related parties mean proposers or the principles thereof, which have a direct or indirect ownership interest in another proposer for the same contract or in which a parent company or the principles thereof of one (1) proposer have a direct or indirect ownership interest in another bidder or proposer for the same contract.

12. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS:

The laws of the State of Florida apply to any purchase made under this Request for Proposal. Proposers shall comply with all local, state, and federal directives, orders and laws as applicable to this proposal and subsequent contract(s) including but not limited to Equal Employment Opportunity (EEO), Minority Business Enterprise (MBE), and OSHA as applicable to this contract.

13. PROVISION FOR OTHER AGENCIES:

Unless otherwise stipulated by the proposer, the proposer agrees to make available to all Government agencies, departments, and municipalities the proposal prices submitted in accordance with said proposal terms and conditions therein, should any said governmental entity desire to buy under this proposal. Eligible Users shall mean all state of Florida agencies, the legislative and judicial branches, political subdivisions (counties, local district school boards, community colleges, municipalities, or other public agencies or authorities), which may desire to purchase under the terms and conditions of the contract.

14. COLLUSION:

The proposer, by affixing his signature to this proposal, agrees to the following: "Proposer certifies that his proposal is made without previous understanding, agreement, or connection with any person, firm or corporation making a proposal for the same item(s) and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

SECTION A - GENERAL CONDITIONS - CONTINUED**15. RIGHT TO AUDIT:**

Pinellas County reserves the privilege of auditing a vendor's records as such records relate to purchases between Pinellas County and said vendor. Such audit privilege is provided for within the text of the Pinellas County Code §2-156 through §2-176(j). Records should be maintained for three years from the date of final payment.

16. STATEMENT RELATIVE TO "PUBLIC ENTITY CRIMES":

The proposer is directed to the Florida Public Entity Crime Act, §287.133, Florida Statutes, and the County's requirement that the successful proposer comply with it in all respects prior to and during the term of this contract.

17. COUNTY INDEMNIFICATION:

- a) The first ten dollars (\$10) of compensation received by the contractor pursuant to this contract represents specific consideration for the following indemnification: contractor shall indemnify, pay the cost of defense, including attorneys' fees, and hold harmless the County from all suits, actions or claims of any character brought on account of any injuries or damages received or sustained by any person, persons or property by or from the said contractor; or by, or in consequence of any neglect in safeguarding the work; or through the use of unacceptable materials in the construction of improvements; or by, or on account of any act or omission, neglect or misconduct of the said contractor; or by, or on account of, any claim or amounts recovered under the "Workers' Compensation Law" or of any other laws, by-laws, ordinance, order or decree, except only such injury or damage as shall have been occasioned by the sole negligence of the County.
- b) The successful proposer(s) agrees to indemnify the County and hold it harmless from and against all claims, liability, loss, damage or expense, including counsel fees, arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon, with respect to the goods or any part thereof covered by this order, and such obligation shall survive acceptance of the goods and payment thereof by the County.

18. VARIANCE FROM STANDARD TERMS & CONDITIONS:

All standard terms and conditions stated in Section A apply to this contract except as specifically stated in the subsequent sections of the document, which take precedence over Section A, and should be fully understood by proposers prior to submitting a proposal on this requirement.

19. ADA REQUIREMENT FOR PUBLIC NOTICES:

Persons with disabilities requiring reasonable accommodation to participate in this proceeding/event, should call 727/464-4062 (voice/tdd) fax 727/464-4157, not later than seven days prior to the proceeding.

20. CERTIFICATE OF INSURANCE:

The successful proposer must provide a Certificate of Insurance in accordance with Insurance Requirements, Section C, prior to issuance of Purchase Order or commencement of any work hereunder.

21. PROCUREMENT POLICY FOR RECYCLED MATERIALS:

Pinellas County wishes to encourage its proposer to use recycled products in fulfilling contractual obligations to the County and that such a policy will serve as a model for other public entities and private sector companies.

When awarding a purchase of \$5000 or less, or recommending a purchase in excess of \$5000 for products, materials, or services, the Director of Purchasing may allow a preference to a responsive proposer who certifies that their product or material contains the greatest percentage of postconsumer material. If they are submitting a proposal on paper products they must certify that their materials and/or products contain at least the content recommended by the EPA guidelines.

SECTION A - GENERAL CONDITIONS - CONTINUED

On all proposals over fifty thousand dollars (\$50,000) and formal quotes under fifty thousand dollars (\$50,000), or as required by law, the Director of Purchasing shall require vendors to specify which products have recycled materials, what percentage or amount is postconsumer material, and to provide certification of the percentages of recycled materials used in the manufacture of goods and commodities procured by the County.

Price preference is not the preferred practice the County wishes to employ in meeting the goals of this resolution. If a price preference is deemed to serve the best interest of the County and further supports the purchase of recycled materials, the Director of Purchasing will make a recommendation that a price preference be allowed up to an amount not to exceed 10% above the lowest complying proposal received.

DEFINITIONS:

Recovered Materials: Materials that have recycling potential, can be recycled, and have been diverted or removed from the solid waste stream for sale, use or reuse, by separation, collection, or processing.

Recycled Materials: Materials that contain recovered materials. This term may include internally generated scrap that is commonly used in industrial or manufacturing processes, waste or scrape purchased from another manufacturer and used in the same or a closely related product.

Postconsumer Materials: Materials which have been used by a business or a consumer and have served their intended end use, and have been separated or diverted from the solid waste stream for the purpose of recycling, such as; newspaper, aluminum, glass containers, plastic containers, office paper, corrugated boxes, pallets or other items which can be used in the remanufacturing process.

The County shall be responsible for filing all DEP notifications and furnish a copy of the DEP notification and approval for demolition to the successful proposer. The County will furnish a copy of the asbestos survey to the successful proposer. The proposer must keep this copy on site at all times during the actual demolition.

22. PAYMENT/INVOICES:

The proposer must specify on the Proposal Summary form the exact company name and address which must be the same as invoices submitted for payment as a result of award of this RFP. Further, the successful proposer is responsible for immediately notifying the Purchasing Department of any company name change, which would cause invoicing to change from the name used at the time of the original RFP. Payment will be made, in arrears, in accordance with Fla. Stat. § 218.70, et. seq., the Local Government Prompt Payment Act.

23. CANCELLATION:

- a) Pinellas County reserves the right to cancel this contract without cause by giving thirty (30) days prior notice to the contractor in writing of the intention to cancel or with cause if at any time the contractor fails to fulfill or abide by any of the terms or conditions specified.
- b) Failure of the contractor to comply with any of the provisions of this contract shall be considered a material breach of contract and shall be cause for immediate termination of the contract at the discretion of Pinellas County.
- c) In addition to all other legal remedies available to Pinellas County, Pinellas County reserves the right to cancel and obtain from another source, any items/services which have not been delivered within the period of time stated in proposal, or if no such time is stated, within a reasonable period of time from the date of order as determined by Pinellas County.
- d) In the event sufficient budgeted funds are not available for a new fiscal period, the County shall notify the vendor of such occurrence and contract shall terminate on the last day of current fiscal period without penalty or expense to the County.

SECTION A - GENERAL CONDITIONS - CONTINUED**24. ASSIGNMENT/SUBCONTRACTING/CORPORATE ACQUISITIONS AND/OR MERGERS:**

The Contractor shall perform this contract. No assignment or subcontracting shall be allowed without prior written consent of the County. If a proposer intends to subcontract a portion of this work, the proposer must disclose that intent in the proposal. In the event of a corporate acquisition and/or merger, the Contractor shall provide written notice to the County within thirty (30) business days of Contractor's notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which shall not be unreasonably exercised by the County, shall include, but not be limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws. Action by the County awarding a proposal to a firm that has disclosed its intent to assign or subcontract in its response to the RFP, without exception shall constitute approval for purpose of this Agreement.

25. NON-EXCLUSIVE CONTRACT:

Award of this Contract shall impose no obligation on the County to utilize the vendor for all work of this type, which may develop during the contract period. This is not an exclusive contract. The County specifically reserves the right to concurrently contract with other companies for similar work if it deems such action to be in the County's best interest. In the case of multiple-term contracts, this provision shall apply separately to each term.

26. LOBBYING:

Lobbying of Evaluation Committee members, Pinellas County Government employees, or elected officials regarding request for proposals, request for qualifications, bids or contracts, during the pendency of bid protest, by the bidder/proposer/protestor or any member of the bidder's/proposer's/protestor's staff, an agent of the bidder/proposer/protestor, or any person employed by any legal entity affiliated with or representing an organization that is responding to the request for proposal, request for qualification, bid or contract, or has a pending bid protest is strictly prohibited either upon advertisement or on a date established by the Board of County Commissioners and shall be prohibited until either an award is final or the protest is finally resolved by the County Administrator or Purchasing Director; provided, however, nothing herein shall prohibit a prospective bidder/proposer from contacting the Purchasing Department to address situations such as clarification and/or questions related to the procurement process. For purposes of this provision lobbying activities shall include but not be limited to, influencing or attempting to influence action or non-action in connection with any request for proposal, request for qualification, bid or contract through direct or indirect oral or written communication or an attempt to obtain goodwill of persons and/or entities specified in this provision. Such actions may cause any request for proposal, request for qualification, bid or contract to be rejected.

27. ADDITIONAL REQUIREMENTS:

The County reserves the right to request additional services relating to this Agreement from the Contractor. When approved by the County as an amendment to this Agreement and authorized in writing, the Contractor shall provide such additional requirements as may become necessary.

28. ADD/DELETE LOCATIONS/SERVICES:

The County reserves the right to unilaterally add or delete locations/services, either collectively or individually, at the County's sole option, at any time after award has been made as may be deemed necessary or in the best interests of the County. In such case, the contractor(s) will be required to provide services to this contract in accordance with the terms, conditions, and specifications.

29. SERVICES AGREEMENT:

A written agreement, in substantially the form attached, incorporating the Request for Proposal and the successful proposal will be prepared by the County, signed by the successful proposer and presented to the Board of County Commissioners, County Administrator or Director of Purchasing for approval and signature.

SECTION A - GENERAL CONDITIONS - CONTINUED

30. PROTEST PROCEDURE:

As per Section 2-162 of County Code

1.

(a) *Bid/Proposal protests.* Any actual or prospective bidder, proposer, who is allegedly aggrieved in connection with the issuance of a bid/proposal package or pending award of a contract may protest to the director of purchasing.

(b) *Posting.* The Purchasing Department shall post the formal award on the departmental website. The formal award shall be publicly posted on the Purchasing Department's website no less than three full business days after the decision to recommend the award to the bidder/proposer is made.

(c) *Requirements to Protest.*

(1) If the protest relates to the content of the bid/proposal package, a formal written protest must be filed no later than 5:00 p.m. on the fifth full business day after issuance of the bid/proposal package.

(2) If the protest relates to the award of a contract, a formal written protest must be filed no later than 5:00 p.m., on the fifth business day after posting of either the contract award recommendation or the contract award itself. The formal written protest shall identify the protesting party and the solicitation involved; include a clear statement of the grounds on which the protest is based; refer to the statutes, laws, ordinances or other legal authorities which the protesting party deems applicable to such grounds; and specifically request the relief to which the protesting party deems itself entitled by application of such authorities to such grounds.

(3) A formal written protest is considered filed with the county when the Purchasing Department, County Administrator, or County Commission receives it. Accordingly, a protest is not timely filed unless it is received within the time specified above. Failure to file a formal written protest within the time period specified shall constitute a waiver of the right to protest and result in relinquishment of all rights to protest by the bidder/proposer.

(d) *Sole remedy.* These procedures shall be the sole remedy for challenging an award of bid. Bidder/proposers are prohibited from attempts to influence, persuade, or promote a bid protest through any other channels or means. Such attempts shall be cause for suspension in accordance with 2-161(b) of this article.

(e) *Time Limits.* The time limits in which protests must be filed as specified herein may be altered by specific provisions in the Bid/Request for Proposal.

(f) *Authority to resolve.* The Director of Purchasing shall resolve the protest in a fair and equitable manner and shall render a written decision to the protestant no later than 5:00 p.m. on the fifth business day after the filing thereof.

(g) *Review of Purchasing Director's decision.*

(1) The protesting party may request a review of the Purchasing Director's decision to the County Administrator by delivering written request for review of the decision to the Director of Purchasing by 5:00 p.m. on the fifth business day after the date of the written decision. The written notice shall include any written or physical materials, objects, statements, and arguments, which the bidder/proposer deems relevant to the issues raised in the request for review.

(2) If it is determined that the solicitation or award is in violation of law or the regulations and internal procedures of the Purchasing Department, the County Administrator shall immediately cancel or revise the solicitation or award as deemed appropriate.

(3) If it is determined that the solicitation or award should be upheld, the County Administrator shall issue a decision in writing stating the reason for the action with a copy furnished to the protesting party and all substantially affected persons or businesses no later than 5:00 p.m., on the fifth full business day. The decision shall be final and conclusive as to the county unless any further action is taken or a party commences action in court.

(4) *Stay of Procurement During Protests.* There shall be no stay of procurement during protests.

SECTION A - GENERAL CONDITIONS - CONCLUDED**31. INTEGRITY OF REQUEST FOR PROPOSAL (RFP) DOCUMENTS:**

Proposers shall use the original RFP Form(s) provided by the Purchasing Department and enter information only in the spaces where a response is requested. Proposers may use an attachment as an *addendum* to the RFP Form(s) if sufficient space is not available on the original form for the proposer to enter a complete response. **Any modifications or alterations to the original RFP documents by the proposer, whether intentional or otherwise, will constitute grounds for rejection of a RFP.** Any such modifications or alterations a proposer wishes to propose must be clearly stated in the proposer's RFP response and presented in the form of an addendum to the original RFP documents.

32. PUBLIC EMERGENCIES:

It is hereby made a part of this bid that before, during, and after a public emergency, disaster, hurricane, tornado, flood, or other acts of God that Pinellas County shall require a "First Priority" for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation that threatens public health and safety, as determined by the County. Vendor/contractor agrees to rent/sell/lease all goods and services to the County or governmental entities on a "first priority" basis. The County expects to pay a fair and reasonable price for all products and services rendered or contracted in the event of a disaster, emergency, hurricane, tornado or other acts of God.

SECTION B - SPECIAL CONDITIONS

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL

Proposal Number: 067-0331-P (TS)

1. OBJECTIVE:

The purpose of this Request for Proposal (RFP) is to establish a contract for the collection, storage, processing, disposal, and recycling of debris generated by a natural disaster such as a hurricane. The primary collection of disaster generated debris will be from public property, public access roadways, and rights-of-way (ROW) within the unincorporated areas of Pinellas County and from participating Cities. Award may be made to more than one contractor.

2. PROPOSAL REQUIREMENTS:

Each proposal should contain the following at a minimum. Proposer must also address detailed requirements as specified in Section E, Scope of Work.

- a) A written narrative describing the method or manner in which the proposer proposes to satisfy requirements of the Scope of Work.
- b) A description of the proposer's experience in providing the same or similar services as outlined in the RFP. This description should include the names of the person(s) who will provide the services, their qualifications, and the years of experience in performing this type of work. Also include the reference information requested in Section D.
- c) The fee(s) for services as outlined in the Scope of Work.

3. EVALUATION CRITERIA:

Following is the criteria that will be used by the County to evaluate and score responsive and qualified proposals. Proposers shall include sufficient information to allow the County to thoroughly evaluate and score their proposals. Each proposal submitted shall be evaluated and ranked by an evaluation committee. The contract will be awarded to the most qualified proposer, per the evaluation criteria listed in Section E, Scope of Work.

4. PRICING/PERIOD OF CONTRACT:

Prices shall be held firm for the first year of the contract unless changed during the negotiations of the contract. Services performed pursuant to this contract shall commence upon execution of the agreement and continue as necessary to perform and complete all the work required. Duration of the contract shall be for the period of five (5) years from the date of execution of the agreement unless otherwise indicated. Yearly price adjustments in an amount not to exceed the average of the Consumer Price Index (CPI) for all Urban Consumers, Not Seasonally Adjusted, for the prior twelve months, or **five (5) percent**, whichever is less.

5. OPTION OF RENEWAL:

The contract may be extended subject to written notice of agreement from the County and the successful proposer(s) for one additional **24** month period beyond the primary contract period. This option shall be exercised only if all terms and conditions remain the same and approval is granted by the County Administrator or Purchasing Director.

It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any exercised option period, the vendor's request for adjustment should be submitted 90 days prior to expiration of the then current contract term or at time of renewal request from the County. The vendor adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume the vendor has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period may not be considered.

SECTION B - SPECIAL CONDITIONS CONTINUED

6. PRE-PROPOSAL CONFERENCE:

A non- mandatory pre-proposal conference is schedule April 26, 2007 @ 1:00 pm, to be held at Pinellas County Purchasing Department Conference Room, 400 S. Ft. Harrison Ave. 5th Floor, Clearwater, FL 33756. All questions pertaining to the proposal or technical specifications will be reviewed at this time. Proposal suggestions or modifications may be discussed with County representatives at this meeting and may be considered by representatives as possible addenda to the Request for Proposal.

7. PROPOSAL SUBMITTAL COPIES:

Proposals shall be submitted in one (1) original and 6 copies with the 'Original' clearly marked.

8. ITEMS TO BE RETURNED WITH PROPOSAL

a)	Section B	Proposal Deposit (If Applicable)
b)	Section D	Vendor References see page 14
c)	Section E	Proposal Submittal
d)	Section F	Proposal Signature Page 82
e)	Section G	Addendum Acknowledgement Form (If Applicable)
f)	Section H	Statement of No Submittal (If Applicable)

9. TIME LINE:

Following is a listing of actions and anticipated dates; the County reserves the right to change the dates, if necessary.

Date	
4-17-07	Advertising & Publishing RFP
4-26-07	Pre-proposal Conference @ 1:00 p.m.
5-3-07	Deadline for Questions/Clarifications @ 3:00 pm
5-15-07	Proposals due in Purchasing by 3:00 p.m. Public bid opening to follow immediately.
5-17-07	Evaluation of the RFP
5-18-07	Recommendation due to Purchasing from Solid Waste
5-21-07	Submit recommendation to Board for Award of Contract June 6, 2007 Board Meeting

SECTION C - INSURANCE AND INDEMNIFICATION REQUIREMENTS

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL
Proposal Number: 067-0331-P (TS)

I. MINIMUM INSURANCE REQUIREMENTS FOR GENERAL LOW RISK CONTRACTS

- A. Prior to the time Contractor is entitled to commence any part of the project, work or services under this Contract, Contractor shall procure, pay for and maintain at least the following insurance coverage's and limits. Said insurance shall be evidenced by delivery to the County of (1) certificates of insurance executed by the insurers listing coverage's and limits, expiration dates and terms of policies and all endorsements whether or not required by the County, and listing all carriers issuing said policies; and (2) upon request a certified copy of each policy, including all endorsements. The insurance requirements shall remain in effect throughout the term of this Contract. In addition, the County reserves the right to request physical evidence of this coverage by requesting the policy declaration page.
- (1) Worker's Compensation in at least the limits as required by law; Employers' Liability Insurance of not less than \$100,000 for each accident.
 - (2) Comprehensive General Liability Insurance including, but not limited to, Independent, Contractor, Contractual, Premises/Operations, Products/Completed Operation environmental impairment liability and Personal Injury covering the liability assumed under indemnification provisions of this Contract, with limits of liability for personal injury and/or bodily injury, including death, of not less than \$500,000, each occurrence; and property damage of not less than \$100,000, each occurrence. (Combined Single Limits of not less than \$500,000, each occurrence, will be acceptable unless otherwise stated). Coverage shall be on an "occurrence" basis, and the policy shall include Broad Form Property Damage coverage, and Fire Legal Liability of not less than \$50,000 per occurrence, unless otherwise stated by exception herein.
 - (3) Comprehensive Automobile and Truck liability covering owned, hired and non-owned vehicles with minimum limits of \$500,000 each occurrence, for bodily injury including death, and property damage of not less than \$100,000, each occurrence. (Combined Single Limits of not less than \$500,000, each occurrence, will be acceptable unless otherwise stated). Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards.
 - (4) **\$500,000** combined single limits, personal injury and/or bodily injury, including death, and property damage liability insurance as an excess of the primary coverage required above.

SECTION C - INSURANCE AND INDEMNIFICATION REQUIREMENTS

- B. Each insurance policy shall include the following conditions by endorsement to the policy:
- (1) Each policy shall require that thirty (30) days prior to expiration, cancellation, non-renewal or any material change in coverage's or limits, a notice thereof shall be given to County by certified mail to: Pinellas County Purchasing Department, 400 S. Ft. Harrison Avenue, 6th Floor, Clearwater, Florida 33756. Contractor shall also notify County, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal or material change in coverage received by said Contractor from its insurer; and nothing contained herein shall absolve Contractor of this requirement to provide notice.
 - (2) Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Contractor.
 - (3) The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
 - (4) Pinellas County, Board of County Commissioners shall be endorsed to the required policy or policies as an additional insured.
The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County to any such future coverage, or to County's Self-Insured Retention's of whatever nature.
- C. Contractor hereby waives subrogation rights for loss or damage against the County.
- D. Contractor shall ensure that any subcontractors or persons hired by subcontractors maintain the same level of insurance coverage as the contractor.

II. MINIMUM INSURANCE REQUIREMENTS FOR HIGH RISK CONTRACTS OVER \$100,000.00

- A. For selected high-risk contracts over \$100,000.00 aggregate value, the County may require an insurance certificate, policy declaration page and required endorsements. These required items shall be received by the County after formal Board of County Commissioners award and prior to execution of contract. Failure to provide required insurance documentation may cause your company to forfeit award.
- B. There may be certain projects or services less than \$100,000.00 in aggregate value that would be an exception and must be treated the same way as those services of \$100,000.00 and greater i.e. services involving obvious potentially dangerous conditions. Examples of such services would be any contracts involving construction, alterations, renovations, painting, spraying, roofing, mowing, scaffolding, excavation, demolition, environmentally sensitive work and any other condition that appears to be dangerous in nature.

SECTION D - VENDOR REFERENCES

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL**Proposal Number:** 067-0331-P (TS)

THE FOLLOWING INFORMATION IS REQUIRED IN ORDER THAT YOUR PROPOSAL MAY BE REVIEWED AND PROPERLY EVALUATED.

COMPANY NAME: _____

LENGTH OF TIME COMPANY HAS BEEN IN BUSINESS: _____

BUSINESS ADDRESS: _____

HOW LONG IN PRESENT LOCATION: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

TOTAL NUMBER OF CURRENT EMPLOYEES: _____ FULL TIME _____ PART TIME

NUMBER OF EMPLOYEES YOU PLAN TO USE TO SERVICE THIS CONTRACT: _____

LOCAL COMMERCIAL AND/OR GOVERNMENTAL REFERENCES THAT YOU HAVE PREVIOUSLY PERFORMED SIMILAR CONTRACT SERVICES FOR:

All fields below must be completed

1

COMPANY NAME

CITY, STATE

CONTACT PERSON

TELEPHONE

FAX

EMAIL ADDRESS

2

COMPANY NAME

CITY, STATE

CONTACT PERSON

TELEPHONE

FAX

EMAIL ADDRESS

3

COMPANY NAME

CITY, STATE

CONTACT PERSON

TELEPHONE

FAX

EMAIL ADDRESS

4

COMPANY NAME

CITY, STATE

CONTACT PERSON

TELEPHONE

FAX

EMAIL ADDRESS

SECTION E – SCOPE OF WORK

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL**Proposal Number: 067-0331-P (TS)****TABLE OF CONTENTS**

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SECTION E – SCOPE OF WORK CONTINUED**A. OBJECTIVE**

The purpose of this Request for Proposal (RFP) is to establish a contract for the collection, storage, processing, disposal, and recycling of debris generated by a natural disaster such as a hurricane. The primary collection of disaster generated debris will be from public property, public access roadways, and rights-of-way (ROW) within the unincorporated areas of Pinellas County and from participating Cities.

This scope of services will apply to the entire unincorporated County, as well as to incorporated Cities who, by Interlocal Agreement, choose to participate with the County in the debris management process, of which this RFP and subsequent agreements with selected contractors herewith, are an integral part. Participating Cities may rely upon this scope of services and corresponding prices thereto, but will contract directly with the selected contractor(s) for implementation of said services, in the event of a natural disaster.

Pinellas County will assign a Debris Manager (DM) or designee and will establish and staff a Debris Management Center (DMC), which will provide overall coordination between the CONTRACTOR(S), Pinellas County, the County's contracted debris monitoring firm and participating Cities, as applicable.

Definitions of terms and acronyms are provided in Exhibit A-1.

B. SCOPE OF WORK**1.0 OVERVIEW****1.1 Introduction**

1.1.1 The Pinellas County Debris Management Plan includes considerations for removing and processing the volumes and types of debris expected to be generated by a major disaster event, such as up to and including a Category 4 "wet" hurricane, and the procedures for collecting and disposing of this debris. The plan was developed to provide timely and coordinated recovery operations, including removal of debris from public property, public access roadways, and right of way (ROW) throughout Pinellas County using a combination of County and CONTRACTOR resources. The following categories represent the types of debris generated from a disaster event, such as a hurricane:

- a. Woody and vegetative debris (tree limbs, stumps, brush, leaves, etc.)
- b. Construction and Demolition (C&D) debris i.e., wood, glass, metal, wallboard, roofing, and flooring
- c. Appliances (White Goods) (refrigerators, stoves, water heaters, washers, dryers)
- d. Household Hazardous Wastes and other hazardous wastes or materials
- e. Other materials i.e., electronics, furniture, etc.
- f. Sand or soil

SECTION E – SCOPE OF WORK CONTINUED

- 1.1.2 The selected CONTRACTOR(s) must have the physical capacity to manage a major workforce with multiple subcontractors and associated equipment. The selected CONTRACTOR(s) must also possess the financial capacity to pay for the expenses associated with a major recovery operation prior to the initial payment and between subsequent payments, as well as the ability to provide the necessary bonds and insurance. The selected CONTRACTOR(s) must also have an experienced management team, an established network of resources to provide the necessary equipment and personnel, comprehensive debris removal and volume reduction operations plans, and demonstrable experience with major disaster recovery projects.
- 1.1.3 No compensation will accrue to the CONTRACTOR unless and until a Task Order is issued either in anticipation of a debris generating disaster or immediately following such disaster. Each CONTRACTOR is responsible for removal and disposal operations, and will utilize their own subcontractors resources to meet their contractual obligations.
- 1.1.4 The CONTRACTOR(s) shall supervise and direct the work, using skilled labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the CONTRACTOR. The CONTRACTOR shall pay for all materials, personnel, taxes, and fees necessary to perform under the terms of this contract.
- 1.1.5 The CONTRACTOR must be duly licensed in accordance with the state and local statutory requirements to perform the work. The CONTRACTOR shall obtain permits and licenses necessary to conduct the scope of services in this RFP. The CONTRACTOR shall be responsible for determining what permits are necessary to conduct the work under the contract. Copies of all permits shall be submitted to the DM or designee throughout the contract period. Pinellas County will obtain any regulatory permits required for the processing and disposal of collected debris.
- 1.1.6 The CONTRACTOR shall be responsible for taking corrective action in response to any notices of violation issued as a result of the CONTRACTOR's or any subcontractors' actions or operations during the performance of this contract. Corrections for any such violations shall be at no additional cost to Pinellas County.
- 1.1.7 The CONTRACTOR shall be responsible for removing all abandoned equipment from public and private property that was used under this contract as defined in 1.1.1.
- 1.1.8 The CONTRACTOR is not permitted to store equipment or trucks on public property without the approval of the DM, or designee.
- 1.1.9 There shall be no overnight parking or camping on public property without the approval of the DM, or designee.
- 1.1.10 The CONTRACTOR is encouraged to employ experienced and qualified local subcontractors. The subcontracting structure shall not exceed 3 tiers ((i)sub/ (ii)sub,sub/ (iii)sub,sub,sub) unless authorized by the DM, or designee.

SECTION E – SCOPE OF WORK CONTINUED**1.2 Planning and Debris Management**

- 1.2.1 CONTRACTOR(S) awarded this contract shall participate in a Pinellas County directed disaster recovery training exercise a minimum of one day per year. The CONTRACTOR(S) shall meet with the DM, or designee, at least annually to discuss any special considerations required by Pinellas County for that planning year. The CONTRACTOR shall include in its proposal submittals the cost for participating in required training and the CONTRACTOR's staff that will receive the training. This cost shall be indicated in Exhibit B-7. Pinellas County will provide the CONTRACTOR(S) a copy of the Debris Plan. The CONTRACTOR(S) may be requested to review the Debris Plan and provide input or comments.
- 1.2.2 It is the goal of the County to begin recovery operations as soon as possible following a natural disaster. The CONTRACTOR shall be aware that areas of Pinellas County are low lying and may be flooded for several days following a disaster event. The CONTRACTOR shall become familiar with the geography and demographics of Pinellas County in order to effectively stage personnel and equipment.
- 1.2.3 Recycling of debris by the CONTRACTOR is encouraged and will be coordinated with the DM, or designee.
- 1.2.4 When a major disaster occurs or is imminent, Pinellas County will contact the CONTRACTOR(S) to advise them of Pinellas County's intent to activate the CONTRACT(S), in the form of an Alert. This Alert will serve to establish the lines of communication between the CONTRACTOR'S representatives and Pinellas County and may require the CONTRACTOR to send an Operations Manager to Pinellas County within 24 hours to begin planning and mobilization. Subsequently, Pinellas County will issue the first Task Order which will authorize the CONTRACTOR to begin mobilizing the personnel and equipment as necessary to perform the work. The Task Order will also direct the CONTRACTOR to execute the required Performance and Payment Bonds. The CONTRACTOR should anticipate receiving the Task Order from Pinellas County within the first 24 hours following landfall of a hurricane or occurrence of other disaster.
- 1.2.5 CONTRACTOR invoices for services performed under Task Orders will be presented for payment to the DM, or designee. Each invoice shall reference the Task Order issued for the work.
- 1.2.6 Debris removal will generally be limited to debris in, upon, or brought to the public streets and roads, ROW, County properties and facilities, and other public sites identified by Pinellas County. The CONTRACTOR will be responsible for debris removal and lawful disposal operations consistent with this scope of services. Disposal, recycling or reuse of debris and related by-products inside the County's jurisdictional boundaries shall require written approval of the DM, or designee, and be appropriately permitted. The CONTRACTOR shall be responsible for the hauling of debris for disposal at a location to be determined by Pinellas County. The CONTRACTOR shall also be responsible for the collection, reduction (if applicable) and hauling for disposal of debris by-products generated at all debris management sites or temporary debris storage and reduction (TDSR) sites. It is possible that Pinellas County may require removal of debris from publicly maintained drainage areas by the CONTRACTOR. The Debris Manager (DM), or designee shall identify these areas and provide the appropriate authorization as described in this RFP to conduct this work.

SECTION E – SCOPE OF WORK CONTINUED

- 1.2.7 It is anticipated that multiple collection passes will be performed for each public road, street, and ROW. This will allow residents to return to their properties and bring debris to the ROW as recovery progresses. The DM, or designee, will direct the specific schedule to be used after ascertaining the scope and nature of the disaster's impacts. The location of TDSR sites will be identified by Pinellas County. It is possible that TDSR sites may be required for different types of debris. Exhibit C provides a map of the unincorporated Pinellas County jurisdiction as well as the location of potential TDSR sites. The DM, or designee, may also establish designated homeowner drop-off sites. The CONTRACTOR may be required to remove the debris collected at these sites on a daily basis.

The severity of a disaster event will impact the number of collection crews required. The CONTRACTOR shall discuss potential collection requirements as part of the pre-event planning.

- 1.2.8 The CONTRACTOR will operate the TDSR sites and only CONTRACTOR vehicles and other vehicles specifically authorized by Pinellas County will be allowed to use the sites.
- 1.2.9 Pinellas County citizens will be advised to separate debris into the categories identified in Section 1.1.1 above, if practical. Failure on the part of the users to separate the debris types does not relieve the CONTRACTOR of its contract responsibilities.
- 1.2.10 The CONTRACTOR shall manage the TDSR sites to accommodate the various types of delivered debris, i.e., vegetative and woody, mixed C&D and vegetative, C&D, and household hazardous wastes (HHW). It is possible that the extent of the disaster event may render this separation impractical.

The Florida Department of Environmental Protection (FDEP) requires that all HHW collected from debris operations must be stored in a secondary container and maintained under a covered area. Leaking containers must be placed in another container and then stored in a secondary container. 12-Volt batteries must be stored above ground under a covered structure. The CONTRACTOR shall be responsible for the disposal or recycling of this type of debris.

- 1.2.11 Upon execution of this contract, the CONTRACTOR shall prepare an Operations and Safety plan for approval by Pinellas County. The Operations and Safety plan should include, but not be limited to, the following:
- a. Method of subcontracting collection crews including the determination of the number of crews
 - b. Communications with Pinellas County
 - c. Reporting data and information
 - d. QA/QC and controls
 - e. Field supervision and controls
 - f. Documentation of response to and corrective measures for property damage resulting from collection activities
 - g. Fuel supply
 - h. Maintenance of traffic
 - i. Equipment and operations safety procedures
 - j. Protocol for debris removal around potential energized power lines
 - k. Subcontractor training for compliance with FEMA requirements
 - l. Invoicing

SECTION E – SCOPE OF WORK CONTINUED

- 1.2.12 The CONTRACTOR shall be aware of and comply with the requirements of the Davis Bacon Act. These requirements shall apply to collection of Debris from Federal Highway Administration (FHWA) roads if requested by the DM, or designee.
- 1.2.13 The CONTRACTOR is to provide an interim schedule within 48 hours and final plan within 5 days following the receipt of the Task Order. This plan should include details for subcontracting activities and a safety action plan for all operations.

2.0 CONTRACTOR'S RESPONSIBILITIES**2.1 Conduct of Operations**

- 2.1.1 The CONTRACTOR shall provide all labor, personnel, tools, equipment, transportation, supervision and all other services and/or facilities (including temporary power generation, communication equipment and base camps/housing for CONTRACTOR's staff) necessary to accomplish the Scope of Services as described herein.
- 2.1.2 The CONTRACTOR shall provide disaster debris recovery services in a good, workmanlike manner in accordance with accepted debris management industry practices.
- 2.1.3 The CONTRACTOR shall comply with all federal, state and local safety and health requirements.
- 2.1.4 The CONTRACTOR shall guarantee that the CONTRACTOR and/or subcontractors contracted to perform disaster recovery services are not currently on (or pending investigation) the FEMA List of Parties Excluded from Federal Procurement and Non-Procurement Programs.
- 2.1.5 The CONTRACTOR shall conduct the work so as not to interfere with the disaster response and recovery activities of federal, state, County and City governments or agencies, or of any public utilities.
- 2.1.6 The CONTRACTOR's employees or subcontractors shall not exhibit any discourteous behavior or behavior that is or could be interpreted as sexual harassment, or harassment of any kind to the public, County staff or other contractors or consultants.
- 2.1.7 The CONTRACTOR shall conduct operations in such a manner as to minimize property damage or personal injury to existing County and private property caused by its negligent acts or omissions or willful misconduct during the course of performance under this contract. Should any damage occur, the CONTRACTOR shall report the location and extent of the damage (including pictures) to the DM, or designee. The CONTRACTOR shall make best efforts to contact the property owner and notify them of the damage and provide the DM, or designee contact information.
- 2.1.8 All invoices must be submitted with a detailed tabular report listing all individual load tickets, hours worked for each piece of equipment and crew. All backup documentation supporting the invoice charges must be attached with the invoice. The report must meet Pinellas County's requirements for invoicing and be approved prior to the invoicing process.
- 2.1.9 The CONTRACTOR shall not make any attempt to charge any resident, business or institution for work performed under this Contract nor shall the CONTRACTOR or anyone employed or subcontracted by the CONTRACTOR accept any additional monies from any person, resident, business or institution for work performed under this Contract.

SECTION E – SCOPE OF WORK CONTINUED

- 2.1.10 The CONTRACTOR shall not solicit work from private citizens or others to be performed in the designated Work Zone other than authorized subcontractors, during the period of this Contract.
- 2.1.11 Under no circumstances shall the CONTRACTOR mix Eligible Debris hauled for Pinellas County under this Contract with Eligible Debris hauled for other Counties or Municipalities under separate contracts.
- 2.1.12 The CONTRACTOR shall provide its project management staff all training required by Pinellas County. Such training shall include, but not necessarily be limited to, the training and processes of the National Incident Management System (NIMS).
- 2.1.13 The CONTRACTOR shall provide a Project Manager (PM) to oversee the work. The CONTRACTOR's PM will be required to attend daily project meetings with Pinellas County for the duration of the work. The PM will coordinate all communications with Pinellas County and the County's representatives. The PM will oversee and be responsible for all reporting, information, and invoicing submitted to Pinellas County.
- 2.1.14 The CONTRACTOR shall provide Pinellas County with an updated list of all subcontractors, including phone numbers of contact personnel.
- 2.1.15 Prior to Pinellas County assigning work, the CONTRACTOR shall provide Pinellas County with an affidavit stating there is a signed contract between the CONTRACTOR and each subcontractor.
- 2.1.16 The CONTRACTOR shall provide at least one multi-lingual speaking field supervisor if non-english speaking personnel are employed to remove disaster-related debris or operate the TDSR. The CONTRACTOR must have a means to communicate with all their workers.
- 2.1.17 The CONTRACTOR shall immediately remove from service all unsafe, malfunctioning and/or equipment leaking oil or other fluids. The CONTRACTOR shall be responsible for removal and containment of all leaked fluids from the effected soil and pavement.

2.2 Work Hours

- 2.2.1 The CONTRACTOR shall not conduct debris removal and reduction operations generating noise levels above that normally associated with routine traffic from dusk until dawn, or as otherwise directed by the DM, or designee.
- 2.2.2 Work may be performed seven (7) days per week, including holidays as approved by the DM, or designee.
- 2.2.3 Adjustments to work hours, as local conditions may dictate, shall be coordinated between the CONTRACTOR and the DM, or designee.

2.3 Payment

- 2.3.1 There will be no payment for mobilization and demobilization.
- 2.3.2 Payment for work completed will be invoiced on a thirty (30) day basis. Invoices will be based on verified quantities from the daily operational reports.
- 2.3.3 A 10% retainage will be withheld until the end of the project, including ticket reconciliation.

SECTION E – SCOPE OF WORK**3.0 EMERGENCY DEBRIS CLEARANCE (PUSH)****3.1 General**

- 3.1.1 Emergency Debris Clearance (Push) shall include the clearing of disaster related debris from roads and governmental property throughout the unincorporated area of Pinellas County.
- 3.1.2 The CONTRACTOR shall provide all management, supervision, labor, machines, tools, and equipment necessary to clear disaster-generated debris.
- 3.1.3 Pinellas County shall issue a Task Order to the CONTRACTOR defining the work, ceiling price, schedule, and documentation.
- 3.1.4 The CONTRACTOR shall provide to Pinellas County a ceiling price, not-to-exceed, for work defined on this Task Order.

3.2 Mobilization

- 3.2.1 At the request of Pinellas County the CONTRACTOR is to immediately mobilize personnel and equipment for this task and shall be fully mobilized and prepared to work in Pinellas County immediately following the disaster. Work within Pinellas County will be prioritized by the DM, or designee.

3.3 Work Schedule

- 3.3.1 Daily reporting is required with updates on the scheduled activities. Reporting could include both written or verbal updates during progress meetings. This reporting shall include the following:
 - a. Name of the CONTRACTOR and subcontractors,
 - b. Number of trucks and equipment in use per CONTRACTOR and subcontractor,
 - c. Number and types of tools in use per CONTRACTOR and subcontractor, and
 - d. Number of personnel working per CONTRACTOR and subcontractor.
- 3.3.2 The report shall include daily and cumulative hourly statistics on the number of hours worked clearing debris. The cumulative and daily hourly statistic totals for each hand operated equipment and equipment type shall be reported separately in this report.
- 3.3.3 The CONTRACTOR will be required to work a minimum of twelve (12) hours per day for the first 70 hours of emergency push operations or until Pinellas County releases the CONTRACTOR during the emergency clearance phase. Pinellas County reserves the right to extend or reduce the hours and days of operation during the contract period. The CONTRACTOR may work more than twelve (12) hours per day if desired. The CONTRACTOR shall coordinate with the DM, or designee, to establish the work hours and develop schedules.

SECTION E – SCOPE OF WORK**3.4 Performance Schedule**

- 3.4.1 The CONTRACTOR shall commence performance on the day and time as set forth in the first Task Order issued after the disaster. Sufficient work crews shall be mobilized to complete the clearing of the streets and roads identified by Pinellas County.
- 3.4.2 The CONTRACTOR shall coordinate with the DM, or designee, to develop a work plan showing where operations will begin and which streets/roads will be cleared daily. The plan will be updated every day of operation.
- 3.4.3 Maximum allowable time for completion will be the first 70 hours of actual work, unless Pinellas County initiates additions or deletions to the contract by written change orders. Subsequent changes in completion time will be equitably negotiated by both parties pursuant to applicable state and federal law.

3.5 Scope- Debris Clearance

- 3.5.1 During the 48 hour planning stage, Pinellas County will determine the streets and roads required for the Emergency Debris Clearance. The CONTRACTOR shall provide all labor, equipment, tools and materials necessary to fully operate and maintain the Emergency Debris Clearance operations (including fuel, oil, grease, repairs, and traffic control). The following types of labor, equipment, materials and tools are anticipated to include but not limited to:
 - a. Dump Trucks, 16-20 yd³ capacity, with Licensed Operator
 - b. Front-end Loaders, 3-5 yd³ capacity, with Licensed Operator
 - c. Two (2) Person Laborer Crews with Chainsaws, 16" min bar, traffic flags, and miscellaneous small tools (axes, shovels, safety equipment, etc.)
 - d. Pickup Trucks, ½-1 Ton, with crew foreman, and cellular phones.
 - e. Fuel, oil, grease, equipment maintenance, and traffic control devices or equipmentActual types of equipment and quantities will be determined by the extent of disaster.
- 3.5.2 The CONTRACTOR shall provide the work crews for the first 70 hours of actual work with a Pinellas County option to extend for up to an additional seven (7) days based on the needs resulting from the disaster.
- 3.5.3 All hourly equipment rates shall be all inclusive including the cost of the operator, supervision, maintenance, fuel, repairs, overhead, profit, insurance, and any other costs associated with the equipment and personnel.
- 3.5.4 All hourly manpower rates shall be all inclusive including the cost of protective clothing, safety equipment, fringe benefits, overhead, insurance, profit, hand tools, supervision, transportation and any other costs.
- 3.5.5 The work shall consist of clearing the streets and roads to the public ROW as directed by the DM, or designee. The work will include the clearing (push) of debris from streets and roads. It is possible that this work may include cutting and reducing debris in place in order to allow traffic movement in the ROW. It is also possible that loading and hauling the debris to an approved dumpsite may be required.
- 3.5.6 The CONTRACTOR shall not move from one designated work area to another designated work area without prior approval from Pinellas County.
- 3.5.7 When clearing debris from roads, all debris shall be stacked along the edge of pavement on the shoulder of the road and not blocking driveways, side streets or utilities of any kind.

SECTION E – SCOPE OF WORK

- 3.5.8 If practical, the CONTRACTOR shall sort the debris into piles based on the categories identified in 1.1.1 above. Mixing of debris types shall be avoided if possible.

3.6 Documentation

- 3.6.1 The CONTRACTOR shall provide Pinellas County with a weekly progress and productivity report listing all crews, equipment, vehicles, and labor used for emergency debris clearance. Figure A-2.1 in Exhibit A-2 is offered as an example. The report shall list the location and number of hours worked for each piece of equipment and crew. Each piece of equipment and crew shall have a unique identification number. This report shall provide an update on progress, current issues, and plans for the next reporting period.

3.7 Payment

- 3.7.1 Payment for work completed will be based on verified hours worked from the daily operational report. Equipment down time resulting from equipment failure, routine maintenance and fueling, will result in non-payment for the down time. Down time shall be deducted in one half hour segments. Down time occurring for less than fifteen minutes shall not be deducted from reported work hours.
- 3.7.2 Payment for the clearing of debris including all costs associated with removing, cutting, loading, hauling and dumping debris will be paid for under the hourly contract fee schedule.
- 3.7.3 Billing rates for all equipment and labor used for the emergency debris clearance (push) operations shall be indicated on the forms provided in Exhibits B-1 and B-2.
- 3.7.4 The maximum payment allowed will be as defined in the Task Order ceiling price. The CONTRACTOR shall be responsible for all costs exceeding the ceiling price unless a written amendment to this ceiling price is fully executed by Pinellas County.

4.0 DEBRIS REMOVAL (LOAD AND HAUL)**4.1 General**

- 4.1.1 Debris Removal shall include the loading and hauling of eligible disaster-generated debris to an approved TDSR site. The CONTRACTOR shall provide all labor, equipment, machines, and tools necessary to perform debris removal. The debris shall be sorted at the load site into one of the following categories; vegetative, construction and demolition (C&D), white metal (appliances), and/or hazardous waste. Pinellas County may define other debris categories requiring sorting before collection.
- 4.1.2 The CONTRACTOR shall provide all management, supervision, labor, machines, tools, and equipment necessary to sort, load, and haul disaster-generated debris.
- 4.1.3 The quantity of debris resulting from a disaster event may preclude the sorting of debris at the curbside. The CONTRACTOR shall coordinate with the DM, or designee, for the appropriate direction on collection and sorting.

4.2 Mobilization

- 4.2.1 The CONTRACTOR shall mobilize management staff to Pinellas County immediately following the day of the disaster.

SECTION E – SCOPE OF WORK CONTINUED

- 4.2.2 The CONTRACTOR shall be fully mobilized to begin debris removal operations within two (2) days following the completion of the emergency push operations. Debris Removal Work within Pinellas County will be prioritized by the DM, or designee.

4.3 Work Schedule

- 4.3.1 The CONTRACTOR is to provide an interim schedule within two (2) days and a final project plan within 5 days following the day of the disaster. This project plan should include subcontracting activities, number of hauling units and anticipated completion schedule.
- 4.3.2 Weekly productivity reports are required with updates on the scheduled activities, progress, and future activities. This reporting shall include the following:
- a. Name of the sub-contractor
 - b. Number of trucks in use
 - c. Number of loading equipment
 - d. Number of personnel

Daily reporting shall also include daily and cumulative-to-date statistics for the following:

- a. Number of truckloads
- b. Number of cubic yards of debris hauled
- c. Locations of completed work
- d. Locations of current work.

The cumulative and daily statistical totals for each debris type shall be reported separately. Exhibit A2-5 provides a daily operations report form. In order to expedite the communication and utilization of reported information, electronic data files should also be provided to Pinellas County. The format of the data should utilize Microsoft Office products such as Excel®.

- 4.3.3 The CONTRACTOR will be required to work, at minimum, a ten (10) hour day, seven (7) days a week during the first pass removal phase. The CONTRACTOR will be required to work, at minimum, a ten (10) hour day, six (6) days a week during the remaining debris removal passes; Pinellas County reserves the right to extend or reduce the hours and days of operation during the contract period. The work shall be conducted during daylight hours. The CONTRACTOR may work more than ten (10) hours per day if desired. The CONTRACTOR shall coordinate with Pinellas County and its representatives and TDSR site CONTRACTORS to establish the work hours and to update schedules. Rain events during collection shall not be considered reason to stop work unless the conditions create a potential safety hazard. The CONTRACTOR shall notify the DM, or designee, of work stoppage due to inclement weather with the appropriate justification.
- 4.3.4 The project duration (completion date) will be estimated during the initial seven (7) day planning period following the day of the disaster.

4.4 Performance Schedule

- 4.4.1 The CONTRACTOR shall commence performance on the day set forth in the Task Order.

SECTION E – SCOPE OF WORK CONTINUED

- 4.4.2 The CONTRACTOR shall, with Pinellas County's direction, provide a work plan showing where operations will begin and which streets/roads will be cleared on a 2, 7, and 14-day projection. The plan shall be updated every operational period.
- 4.4.3 Maximum allowable time for completion will be determined as part of the seven day planning period above. The DM, or designee, will initiate additions or deletions to the contract by written change orders. Subsequent changes in completion time will be equitably negotiated by both parties.

4.5 Scope- Debris Removal

- 4.5.1 Work within Pinellas County will be prioritized by the DM, or designee. The CONTRACTOR shall be prepared to respond within the framework of the established schedule to priorities as they are established by the DM, or designee.
- 4.5.2 Many government agencies will be working in the area; however, the DM, or designee will coordinate and direct the operations to remove Pinellas County's debris.
- 4.5.3 The CONTRACTOR shall provide all labor, equipment, machines and tools necessary to load and haul eligible disaster-generated debris. Equipment should be in good working condition, and if equipment becomes inoperable, it shall be repaired or replaced with similar equipment within three (3) days. Pinellas County prefers the use of self-loading equipment for removing debris and reserves the right to require self-loading equipment in various areas of the County. The CONTRACTOR shall be responsible for all tools, fuel, lubricants, spare parts, etc. to keep equipment in good working order throughout the duration of the project.
- 4.5.4 The work shall consist of removing any and all Eligible Debris, primarily from the public ROW of streets and roads, as directed by the DM, or designee. Work will include 1) examining debris to determine whether or not the debris is eligible vegetative, construction and demolition, or other debris as defined in Exhibit A-1, 2) loading the debris, 3) hauling the debris to an approved TDSR or landfill and 4) processing the debris at the TDSR or landfill. Ineligible Debris will not be loaded, hauled, or dumped under this contract. Mixing Ineligible Debris with Eligible Debris will render the entire load as Ineligible. The CONTRACTOR will not be reimbursed for collection of such mixed loads Debris of Eligible and Ineligible.
- 4.5.5 Debris removal shall include all eligible disaster related debris found on the ROW within the area defined by the DM, or designee. The DM, or designee may specify any Eligible Debris within the ROW which should not be removed, or which should be removed at a later time or by others. The CONTRACTOR shall make as many passes through the designated area as required by the DM, or designee. Any Eligible Debris, such as fallen trees, which extend onto the ROW from private property, shall be cut, by the CONTRACTOR, at the point where it enters the ROW, and that part of the debris which lies within the ROW shall be removed. The CONTRACTOR shall not enter onto private property during the performance of this contract without the approval of Pinellas County.
- 4.5.6 The CONTRACTOR shall use only rubber-tired equipment in the performance of loading and hauling debris. The CONTRACTOR and its personnel shall not use equipment or labor authorized for debris removal under this contract for private work during the working hours designated under this contract.
- 4.5.7 All debris shall be mechanically loaded and reasonable compaction shall be applied. Reasonable compaction can be achieved by the tamping of debris in the collection vehicle by the loading device. "Hand Loading" is not authorized under this contract without the approval of Pinellas County. Vehicles delivering debris using hand loading methods will be reduced by 50% of the observed volume as defined in Exhibit A-1 and FEMA Policy RP9523.12.

SECTION E – SCOPE OF WORK CONTINUED

- 4.5.8 The CONTRACTOR shall be responsible for filling to grade with like material all surface damage, such as rutting and pavement damage, caused by the CONTRACTOR's equipment during debris removal. The CONTRACTOR shall repair all damage to existing grade, road shoulders, sidewalks, drainage structures, trees, shrubs, grassed areas, etc. caused by the CONTRACTOR's equipment or personnel. The CONTRACTOR shall preserve and protect all existing structures, utilities, vegetation and etc. on or adjacent to the area of work. The CONTRACTOR shall repair or replace with like materials all damaged mailboxes as soon as possible after which the damage occurred. The CONTRACTOR shall contact the person(s) making claims regarding damages within two (2) days of receiving said claim. Information such as method of repair and timeline for completion shall be discussed. The CONTRACTOR shall provide Pinellas County with a weekly report listing all damage claims and outlining the status of all damage repairs.
- 4.5.9 Disaster-related debris shall be separated into clean vegetative, construction and demolition, white goods, hazardous waste, mixed and Ineligible Debris at the Load Sites or as directed by the DM, or designee. Hauling of mixed loads will require approval from Pinellas County prior to loading. Ineligible Debris shall be left in place, except as directed by the DM, or designee.
- 4.5.10 All stump remnants less than 73 inches, which are fully disengaged from the ground shall be considered normal vegetative debris. The CONTRACTOR shall remove all disengaged stump remnants from the assigned load site area before moving to another work area unless approved by Pinellas County. Exhibit A2-2 provides a stump conversion table to estimate volume of debris.
- 4.5.11 At the request of Pinellas County the CONTRACTOR shall remove Hazardous Stumps as defined in Exhibit A-1. The CONTRACTOR shall provide all labor, equipment and materials to remove and dispose of the designated stumps. This work item will only be used when it is necessary to grub or dig stumps from the ground. The CONTRACTOR will be required to trim all roots flush with the ground, fill all stump holes and re-sod the area, if necessary, after removal. The CONTRACTOR shall provide a lump sum stump price to remove, load, haul, restore the site, and final disposal based on size; 24" to 48", 49" to 72", and 73" and greater. Exhibit B-3 provides the rate proposal form to be submitted by the CONTRACTOR.
- 4.5.12 It is possible that a tree may break leaving the stump firmly implanted in the ground. The CONTRACTOR shall be responsible for the removal of such stumps if directed by the DM, or designee. The root system of these stumps may interfere with underground utilities. The CONTRACTOR shall remove such stumps by grinding or other similar means. These stumps shall NOT be pulled in order to avoid damage to underground utilities, side walks, pavement, etc. The rate schedule for this requirement is provided in Exhibit B-3.
- 4.5.13 The CONTRACTOR shall ensure all assigned/Eligible Debris is removed from a Load Site before moving to other Load Sites. During the Debris Removal process it will be required that each Load Site be cleaned to the point that an average residential lawn mower can safely mow the area. All debris and debris residue must be removed from the pavement.
- 4.5.14 The CONTRACTOR shall not move from one designated work area to another work area prior to receiving authorization from the DM, or designee.
- 4.5.15 The CONTRACTOR shall provide sufficient field supervision for all assigned activities. The CONTRACTOR shall provide a minimum of three (3) field supervisors at all times. For each 100,000 CY of disaster-related debris an additional three (3) field supervisors shall be supplied.

SECTION E – SCOPE OF WORK CONTINUED

- 4.5.16 After being loaded in the work area, trucks shall have their loads trimmed so that no debris extends beyond the truck bed in any direction. All loose debris, such as tree limbs, plywood, roofing material, etc. shall be reasonably compacted into the hauling vehicle by use of the loading equipment. All debris shall be adequately secured while being transported to the designated TDSR sites. This shall include the use of tarps or other mechanical means to ensure no loss of debris. It is required that all equipment that is hauling debris to the TDSR sites shall be capable of self-dumping or removing its load without assistance from other equipment. The DM, or designee, may authorize use of other types of vehicles.
- 4.5.17 The CONTRACTOR is responsible for coordinating with the DM, or designee, for the loading and hauling of all Eligible disaster related debris to the TDSR sites.
- 4.5.18 Any material identified as a potentially hazardous or toxic waste, shall be reported immediately to the DM, or designee. Regulated hazardous wastes will be collected by a specialty contractor licensed and permitted to handle these types of materials. The CONTRACTOR shall notify the DM, or designee, of the location of any potential hazardous waste materials.
- 4.5.19 The CONTRACTOR shall remove White Goods debris by hauling it separately from other debris types. The CONTRACTOR shall take precautions to prevent damage to items containing Freon, oils, and fluids to prevent release of harmful substances into the environment.
- 4.5.20 The CONTRACTOR shall notify Pinellas County should inoperable automobiles, trucks, trailers, boats and boat trailers be identified that obstruct or impede debris removal. Pinellas County shall inspect this debris and notify the CONTRACTOR if the debris is to be removed by the CONTRACTOR. Removal of this debris by the CONTRACTOR shall be accomplished by acceptable and approved towing methods. Removal shall be accomplished without causing further damage to the item. Items shall be stored as directed by the DM, or designee. The CONTRACTOR is to notify the DM, or designee, and receive approval prior to removal of any such personal property.
- 4.5.21 Standing broken utility poles; damaged and downed utility poles and appurtenances; transformers and other electrical and communications equipment are not Eligible Debris and shall be reported to the DM, or designee. The CONTRACTOR shall notify the local utility of the location of this damaged equipment.
- 4.5.22 The CONTRACTOR is to notify the DM, or designee, of any situation which poses a health or safety risk to workers.
- 4.5.23 The CONTRACTOR shall not remove a stump before it has been properly documented by Pinellas County and inspected by a FEMA representative. Removal of a stump prior to documentation will result in non-payment for stump removal.

4.6 Measurement

- 4.6.1 Measurement for debris removed will be by the cubic yard as determined through truck and trailer measurement. Partial loads will be adjusted down, by visual inspection by Pinellas County and/or its authorized representative. Load measurements will be documented on Load Tickets and electronic recording methods.
- 4.6.2 Measurement for payment of stumps removed with 24 to 48 inch, 49 to 72 inch, and 73 inch and larger diameters base cuts (measured 24 inches up from where the tree originally exited the ground) shall be per stump.
- 4.6.3 Tree stumps with base cut diameter measurements less than 24 inches (measured 24 inches up from where the tree originally exited the ground) will be considered to be normal vegetative debris and will be removed and paid with the same methods used for other vegetative debris.

SECTION E – SCOPE OF WORK CONTINUED

- 4.6.4 Tree stump remnants measuring up to 72 inches in diameter that are not attached to the ground by roots will be considered normal vegetative debris and will be paid for under the unit price for removing vegetative debris, NOT stump removal prices. The FEMA Stump Conversion Table shall be used to determine the equivalent stump volume of vegetative debris.
- 4.6.5 Measurement for payment of tree stump remnants removed with 73 inch and larger diameter base cuts (measured 24 inches up from where the tree originally exited the ground) that are not attached to the ground by roots shall be per stump.
- 4.6.6 Pinellas County will measure and document all stumps. A FEMA representative will inspect all documented stumps prior to removal.

4.7 Payment

- 4.7.1 Payment for the removal of vegetative debris including all costs associated with loading, hauling and dumping, will be paid for under the contract proposal item for Vegetative Debris in Exhibit B-4. This shall include all stump remnants 72 inches and smaller that do not require grubbing from the ground.
- 4.7.2 Payment for the removal of Construction and Demolition Debris and White Goods debris, including all costs associated with loading, hauling and dumping, will be paid for under the contract proposal item for Construction and Demolition Debris in Exhibit B-4.
- 4.7.3 Payment for the removal of stumps (stumps that require grubbing and backfilling), 24 inches in diameter and larger, to include all costs associated with loading, backfilling, restoring the site, sodding, hauling, dumping and final disposal, will be paid for under the contract proposal item for the appropriate size category for Stump Removal in Exhibit B-3.
- 4.7.4 Stumps removed prior to Pinellas County's documentation and FEMA inspection will NOT be paid.

5.0 TEMPORARY DEBRIS STORAGE AND REDUCTION SITE MANAGEMENT**5.1 General**

- 5.1.1 The CONTRACTOR shall manage and operate the Temporary Debris Storage and Reduction (TDSR) sites located at various locations within Pinellas County. Exhibit C indicates the anticipated TDSR sites within Pinellas County. The CONTRACTOR shall verify with Pinellas County the location of designated TDSR sites. The CONTRACTOR shall use only TDSR sites designated by the DM, or designee unless otherwise approved by the DM. The CONTRACTOR shall haul vegetative debris, stumps, construction and demolition and mixed debris, to the respective TDSR site designated by Pinellas County.
- 5.1.2 The CONTRACTOR shall provide all management, supervision, labor, machines, tools, and equipment necessary to accept, process, reduce, incinerate (if applicable), sort and dispose of disaster related debris. The debris to be processed will consist primarily of vegetative debris, with variable amounts of Construction and Demolition Debris, White Goods debris, and hazardous debris included that will require sorting. The construction and demolition (C&D) debris may require additional sorting and processing should it be required by the DM, or designee. Debris accepted at the TDSR sites will require segregation into the defined categories. Final haul out of processed disaster-related debris may be required.
- 5.1.3 Reduction of vegetative debris shall be through chipping/grinding or other reduction methods approved by the DM, or designee.

SECTION E – SCOPE OF WORK CONTINUED

- 5.1.4 The CONTRACTOR shall provide all materials, tools, labor and supervision to construct an inspection tower at each TDSR entrance. The inspection tower shall be of such height as to allow full visual inspection into the top of a transfer tractor trailer. The inspection tower shall be sized to accommodate at least four (4) people. The inspection tower construction shall also include a roof for personnel protection. Stairs shall also be constructed for access into the inspection tower. Stairs design or configuration shall comply with OSHA regulations and local codes to ensure safety performance needs as required.

5.2 Mobilization

- 5.2.1 The CONTRACTOR shall mobilize TDSR management staff to Pinellas County within two (2) days following the day of the disaster.
- 5.2.2 The CONTRACTOR shall mobilize personnel and equipment for this task and shall be fully mobilized to begin debris reduction operations within 7 days following the day of the disaster. TDSR Site Management Work within Pinellas County will be prioritized by the DM, or designee.

5.3 Work Schedule

- 5.3.1 At a minimum the CONTRACTOR will be required to match the schedule and hours of operation used by the debris removal subcontractor/crews. The required schedule for the debris removal subcontractors is as follows:

The subcontractors will be required to work, at a minimum, a ten (10) hour day, seven (7) days a week during the first pass removal phase. The subcontractors will be required to work, at a minimum, a ten (10) hour day, six (6) days a week during the remaining debris removal passes; Pinellas County reserves the right to extend or reduce the hours and days of operation during the contract period. The workday shall be conducted during daylight hours. The subcontractors may work more than ten (10) hours per day, if desired. The CONTRACTOR shall coordinate with Pinellas County and its representatives and TDSR site subcontractors to establish the work hours and to develop schedules.

- 5.3.2 The CONTRACTOR may be required to work up to twenty-four (24) hours, seven (7) days a week to meet the debris reduction and processing production requirements.
- 5.3.3 The CONTRACTOR shall coordinate with the DM, or designee, and debris removal subcontractors to establish the work hours and to develop schedules.

5.4 Performance Schedule

- 5.4.1 The CONTRACTOR shall commence performance as stipulated in the Task Order.
- 5.4.2 The CONTRACTOR shall be required to process debris at a sufficient rate to maintain access to each TDSR. Sufficient disposal area shall be maintained to allow the efficient access of collection vehicles into the site and maneuverability for discharging their collected loads. The CONTRACTOR shall provide all barricades on signaling to provide safe passage onto the public road from the TDSR site.
- 5.4.3 All work, including site restoration prior to close-out, shall be completed within 30 calendar days after receiving notice from the DM, or designee, that the last load of debris has been delivered, unless the DM, or designee, initiates additions or deletions to the contract by written change orders. Subsequent changes in completion time will be equitably negotiated by both parties.

SECTION E – SCOPE OF WORK CONTINUED**5.5 Scope—Debris Storage**

- 5.5.1 The CONTRACTOR will establish lined temporary storage areas for ash, hazardous and toxic waste, fuels, and other materials that can contaminate soils, runoff, or groundwater. The CONTRACTOR shall set up plastic liners under stationary equipment such as fuel tanks, generators and mobile lighting plants unless otherwise directed by Pinellas County.
- 5.5.2 The CONTRACTOR shall be responsible for establishing site layout at each of the TDSR sites.
- 5.5.3 The CONTRACTOR will be responsible for establishing and maintaining an entrance, exit and internal haul roads at each assigned TDSR site.
- 5.5.4 The CONTRACTOR will be responsible for traffic control, dust control, erosion control, fire protection, on-site roadway maintenance, and security and safety measures at each TDSR.
- 5.5.5 The CONTRACTOR shall direct traffic entering and leaving the site, and shall direct dumping operations at the site.
- 5.5.6 As directed by the DM, or designee, the CONTRACTOR shall be responsible for sorting and stockpiling the debris at the site. Debris shall be segregated into 1) burnable/grindable vegetative debris, 2) non-burnable/non-grindable mixed debris, 3) hazardous and toxic waste, 4) construction and demolition (C&D) debris, 5) white goods, and 6) ash residue, at a minimum. Further segregation of C&D debris, such as recyclable material or white goods may be necessary.
- 5.5.7 The CONTRACTOR shall take precautions while handling hazardous waste and white goods debris to prevent release of gases and fluids such as Freon, various oils, and fluids into the environment.
- 5.5.8 Upon completion of the debris reduction process, the CONTRACTOR will clear the site of all debris and restore the site to the pre-existing condition before the disaster event. Pinellas County and/or its representatives will inspect the restoration of the TDSR site and present a punchlist, if applicable, to the CONTRACTOR. The TDSR site shall be restored to the satisfaction of the DM, or designee, including response to inspection punchlist items.
- 5.5.9 At the request of Pinellas County, the CONTRACTOR shall provide qualified and certified freon recovery and hazardous waste crews to process or properly dispose of hazardous waste debris.
- 5.5.10 The CONTRACTOR shall conduct operations at the TDSR such that all nuisances to the surrounding neighbors are minimized. Nuisances include but are not limited to noise, dust, smoke and traffic congestion.
- 5.5.11 The CONTRACTOR will be responsible for repairing all damage caused by the performance of its work. The CONTRACTOR shall be responsible for filling to grade with like material all surface damage, such as rutting and pavement damage, caused by the CONTRACTOR's equipment during debris handling, processing and reduction. The CONTRACTOR shall repair all damage to existing grade, road shoulders, trees, shrubs, and grass areas, caused by the CONTRACTOR's equipment or personnel. The CONTRACTOR shall preserve and protect all existing structures and vegetation on or adjacent to the area of work.
- 5.5.12 The CONTRACTOR shall process (grind or burn, if applicable) all stumps and large logs hauled to the TDSR site. The price for processing the stumps and logs will be included in the overall price for processing vegetative debris.
- 5.5.13 The CONTRACTOR shall ensure all debris is processed and hauled from the TDSR sites before moving to other sites, unless otherwise approved by Pinellas County.

SECTION E – SCOPE OF WORK

5.5.14 The CONTRACTOR shall provide sufficient site supervision of all assigned activities. The CONTRACTOR shall provide at least one (1) supervisor at every TDSR site.

5.5.15 Weekly reporting is required with updates on the scheduled activities. This reporting shall include, at a minimum, the following for the operation of the TDSR:

- a. Name of the sub-contractor(s), if applicable
- b. Contract number
- c. Number and type of processing equipment
- d. Personnel working

Exhibit A2-5 offers an example report form for this purpose.

5.6 Site Plan and Management

5.6.1 The CONTRACTOR shall provide a site operations plan for review and approval by Pinellas County prior to beginning work. At a minimum, the plan shall address the following:

- a. Access to site
- b. Site management, to include point-of-contact, organizational chart, etc.
- c. Traffic control procedures
- d. Site security
- e. Site safety
- f. Site layout/segregation plan
- g. Hazardous Waste materials plan
- h. Environmental mitigation plan, including considerations for smoke, dust, noise, traffic, buffer zones, and storm water runoff as appropriate.
- i. Vector control
- j. Coordination for TDSR site selection

5.6.2 The CONTRACTOR shall be responsible for preparing the site(s) to accept debris. This preparation shall include clearing, erosion control, grading, construction and maintenance of haul roads and entrances, and the installation of inspection towers. The CONTRACTOR shall provide utility clearances and sanitation facilities. The CONTRACTOR shall protect existing structures.

5.6.3 The CONTRACTOR shall be responsible for installing site security measures and maintaining security at the site.

5.6.4 The CONTRACTOR shall manage the sites to minimize the risk of fire.

5.6.5 The CONTRACTOR shall provide a minimum of one (1) spotter at each debris type staging location within the TDSR sites to ensure the debris is properly handled. The CONTRACTOR shall remove all contaminants and hazardous waste from debris dumped at the TDSR sites and stored in the appropriate locations.

5.6.6 If applicable, the CONTRACTOR shall be responsible for the storage, removal, and containment of ash from all burning operations as may be approved by the DM, or designee. The ash containment area will be “wetted down” periodically to prevent particles from becoming airborne.

SECTION E – SCOPE OF WORK CONTINUED

- 5.6.7 Only equipment used for the purpose of managing and processing the debris may stay overnight in the TDSR sites without the approval of the DM, or designee.
- 5.6.8 The CONTRACTOR shall designate a location within each TDSR site for equipment repairs. The CONTRACTOR shall not repair equipment outside of the designated equipment repair location without the approval of the DM, or designee.
- 5.6.9 The CONTRACTOR shall construct at least one inspection tower at the entrance of each TDSR. The DM, or designee, may require additional inspection towers to improve traffic flow through the TDSR sites, at no additional cost to the County. At a minimum the tower(s) shall be constructed to allow inspection into the top of a transfer tractor trailer and with sufficient space for four people. The tower shall have a roof and sides to accommodate personnel protection.
- 5.6.10 The CONTRACTOR shall be responsible for the closure of the TDSR site within 30 calendar days of shipping the last load of disaster-related debris for disposal. This closure shall include removal of site equipment, debris, and all remnants from the processing operation (such as temporary toilets, observation towers, security fence, etc.); grading the site; environmental remediation; and restoring the site to pre-work conditions. The site will be restored in accordance with all State and local requirements. The CONTRACTOR shall receive approval from the DM, or designee, as to the final acceptance of a site closure. Final payment shall be released to the CONTRACTOR upon acceptance by the DM, or designee.
- 5.6.11 The CONTRACTOR shall remediate the entire TDSR sites to pre-existing conditions. The CONTRACTOR shall prepare a cost for the remediation of each TDSR site for approval by the DM, or designee.
- 5.6.12 It is possible that residents of Pinellas County may bring debris to a TDRS. The CONTRACTOR shall store this material separately to allow for proper documentation of debris reduction for this source of debris.

5.7 Debris Reduction

During the initial planning stage following a disaster, the DM, or designee, will make a determination as to the type of reduction method that will be used for vegetative debris at each TDSR site.

The following four (4) methods may be selected for the reduction of vegetative debris:

- a. Below-Grade Air-Curtain Incineration
- b. Above-Grade Air-Curtain Incineration
- c. Portable Air-Curtain Incineration
- d. Chipping/Grinding

5.7.1 Air Curtain Incineration

One of the following two methods of burning can be used based on the water table. The selected method must be approved by the DM, or designee.

Above-Grade Incinerator - High Water Table

The air-curtain pit burning method incorporates an earthen pit, constructed by building above grade, and a blower. The blower and pit make up an engineered system that must be precisely configured to properly function.

SECTION E – SCOPE OF WORK CONTINUED

The blower must have adequate air velocity to provide a "curtain effect" to hold smoke in and to feed air to the fire below. The pit configuration must have a precise width, depth and length to complement the blower. The composition and operation of the air-curtain pit incinerator(s) shall conform generally to the drawings in Exhibits A2-7 and A2-8 of this scope of services. Minimum performance specifications are provided in Exhibit A2-9.

Below-Grade Incinerator – Low Water Table

The air-curtain pit burning method incorporates an earthen pit, constructed by digging below grade, and a blower. The blower and pit make up an engineered system that must be precisely configured to properly function. The blower must have adequate air velocity to provide a "curtain effect" to hold smoke in and to feed air to the fire below. The pit configuration must have a precise width, depth and length to complement the blower. The composition and operation of the air-curtain pit incinerator(s) shall conform to the drawings in Exhibits A2-7 and A2-8 of this scope of work. Minimum performance specifications are provided in Exhibit A2-9.

- 5.7.1.1 The burn will be extinguished at least two hours before removal of the ash mound. Wetting of the ash will be necessary to reduce dust while removing ash.
- 5.7.1.2 No hazardous or contained-ignitable material is to be dumped into the pit.
- 5.7.1.3 The CONTRACTOR is responsible for ensuring that the public is protected from the burn operation. Signs, fences, and other measures can be used depending on site conditions.
- 5.7.1.4 The CONTRACTOR shall apply for and obtain all local, state and federal permits for air curtain incineration and meet all applicable emission standards.
- 5.7.1.5 The CONTRACTOR shall be responsible for dust control while handling ash materials.

5.7.2 Chipping and Grinding

- 5.7.2.1 The average chip size produced will be dependent on the needs of the end user or as defined by the DM, or designee. The reduction in volume of the vegetative debris shall be at least a 4:1 ratio. The CONTRACTOR shall provide the DM, or designee, the specification of the grinder screen size and the reduction ratio for each grinder used on this contract for approval prior to commencing chipping or grinding operations.
- 5.7.2.2 Contaminants are not permitted in the chips or mulch. Plastics, metals, pressure treated lumber, and other non-vegetative debris shall be eliminated. Sand and dirt should be minimized as much as possible. To help eliminate contaminants, root rake loading equipment should be used to feed material to the chipper/grinder. Bucket loaders tend to scoop up earth, which is a contaminant. Hand laborers must be utilized to pull out contaminants prior to feeding the chipper/grinders. Shaker screens are required when processing stumps with root balls or when large amounts of soil are present in the vegetative debris.
- 5.7.2.3 Chips/mulch should be stored in piles no higher than 12 feet, and meet all state and local laws.
- 5.7.2.4 The CONTRACTOR shall obtain in writing from the DM, or designee, any changes to the processing requirements above.

SECTION E – SCOPE OF WORK CONTINUED**5.7.3 Tracking of Debris Quantities**

5.7.3.1 The CONTRACTOR shall track separately any quantities of debris that were delivered from other sources not collected by the CONTRACTOR.

5.8 Measurements

5.8.1 Measurement for the management and processing of all incoming debris will be by the cubic yard as determined through truck and trailer measurement. Partial loads will be adjusted down by visual inspection by Pinellas County and/or its representatives. Load measurements will be documented on Load Tickets, and daily log sheets.

5.8.2 Measurement for final haul out of all processed debris and residue will be by the ton, if certified scales are available at the disposal site, or by the cubic yard as determined through truck and trailer measurement. If by the cubic yard, partial loads will be adjusted down by visual inspection by Pinellas County and/or its representatives. Load measurements will be documented on Load Tickets and daily log sheets.

5.8.3 All efforts required in mobilization, site set-up, site maintenance, site close-out, demobilization shall be considered as a total Project and included in the unit rates for debris collection, processing, and disposal.

5.9 Payment

5.9.1 Payment for all debris sorted, segregated, processed, and reduced will be made at the unit price per cubic yard provided in Exhibit B, Unit Price Proposal Forms.

5.9.2 Payment for managing and operating the debris sites; furnishing material, labor, tools and equipment necessary to sort, process, reduce, and load debris; and providing for traffic control, dust control, erosion control, inspection tower, lighting, ash containment, fire protection, permits, toilet facilities, site road management and safety measures; are all incorporated in the bidder's unit price for debris reduction at the TDSR site.

5.9.3 Payment for mobilization, demobilization, site preparation, and site closure will be included in the unit cost for processing debris.

5.9.4 Payment for hauling processed debris from the TDSR site(s) to the final disposal site will be by the ton or cubic yard as determined by Pinellas County.

6.0 TREE AND LIMB REMOVAL**6.1 General**

6.1.1 Tree and limbrwork shall include the removal and disposal of hazardous leaning trees and hanging limbs in public ROW. Removal of hazardous trees or limbs on private property shall only be conducted at the direction of the DM, or designee, and not until right of entry agreement has been generated by the property owners.

6.1.2 The CONTRACTOR shall provide all management, supervision, labor, machines, tools, and equipment necessary to safely perform tree and limb removal work.

6.1.3 Equipment used to remove hazardous hanging limbs shall have the ability to reach at least 60 feet above the ground.

SECTION E – SCOPE OF WORK

- 6.1.4 The CONTRACTOR shall notify the DM, or designee, of any damage caused to private property or the public ROW during the course of tree or limb removal. The CONTRACTOR shall be responsible for repairs to private property or facilities within the public right-of-way caused by the removal of trees or limbs.

6.2 Mobilization

- 6.2.1 The CONTRACTOR shall mobilize personnel and equipment within five (5) business days of receiving a notice-to-proceed Task Order.
- 6.2.2 The CONTRACTOR and Pinellas County shall jointly agree upon the completion date prior to issuance of the notice-to-proceed Task Order.

6.3 Work Schedule

- 6.3.1 The CONTRACTOR shall provide a schedule and work plan prior to execution of the Task Order for this work.
- 6.3.2 Daily reporting is required with updates on the scheduled activities. This reporting shall include the following:
- a. Name of disaster event and FEMA reference number
 - b. Name of CONTRACTOR
 - c. Contract number
 - d. Number of crews in use
 - e. Number of trees and/or limbs removed
 - f. Location of each tree and/limb
 - g. The number of personnel working

Exhibit A2-10 provides an example of a Tree/Limb Operations Verification Report form. The CONTRACTOR may use this form or other report format that includes the above information.

- 6.3.3 The CONTRACTOR will be required to work, at a minimum, a ten (10) hour day, six (6) days a week. Operating hours may be adjusted by the DM, or designee, depending upon the nature of the emergency. The work shall be conducted during daylight hours. The CONTRACTOR shall coordinate with Pinellas County and its representatives to establish the work hours and to develop schedules.

6.4 Performance Schedule

- 6.4.1 The CONTRACTOR shall commence performance on the date indicated on the Task Order.
- 6.4.2 The CONTRACTOR shall, with approval of the DM, or designee, provide a work plan showing where operations will begin and which streets/roads will be cleared on a 2, 7, and 14 day projection. The plan will be updated every two days.
- 6.4.3 Maximum allowable time for completion will be 90 calendar days, unless the DM, or designee, initiates additions or deletions to the contract by written change orders. Subsequent changes in completion time will be equitably negotiated by both parties.
- 6.4.4 The work shall consist of the removal of predetermined hazardous leaning trees or hanging limbs. The DM, or designee, will provide the CONTRACTOR with a list of trees and limbs prior to the start date of the Task Order.

SECTION E – SCOPE OF WORK CONTINUED**6.5 Scope- Tree & Limb Removal**

- 6.5.1 The CONTRACTOR shall provide at least one (1) site supervisor for each five (5) trees or limb cutting operations crews.
- 6.5.2 The site supervisor shall be bilingual speaking if non-English speaking personnel are employed to perform work under this contract. The CONTRACTOR must have a means to communicate with all personnel.
- 6.5.3 The CONTRACTOR may be required to remove trees and limbs that have fallen on houses or are threatening to fall on houses as a result of a disaster. The CONTRACTOR shall not enter private property without direction from the DM, or designee, and a fully executed right-of-entry agreement.
- 6.5.4 The CONTRACTOR shall not move from one designated area to another designated work area prior to receiving authorization from the DM, or designee.
- 6.5.5 The CONTRACTOR shall not enter onto private property during performance of this contract prior to receipt of an executed right-of-entry, which will be obtained by Pinellas County.
- 6.5.6 Tree and limb removal shall include the complete removal of either as identified in the Task Order and the disposal of the debris that is generated by the work.
- 6.5.7 All trees requiring removal shall be cut flush to the ground. It is possible that the DM, or designee, may require the remaining stump to be ground out. Pricing for stump grinding shall be provided in Exhibit B-5.
- 6.5.8 All limbs shall be removed following proper procedures to avoid damage to the tree.
- 6.5.9 All trees and limbs shall be disposed of at a Pinellas County TDSR site.
- 6.5.10 The CONTRACTOR shall use only rubber-tired equipment in the performance of removing trees and limbs.
- 6.5.11 The CONTRACTOR shall take all necessary precautions to protect motorists, pedestrians, the public, and private property and all utilities.

6.6 Measurements

- 6.6.1 Measurement for tree removal will be determined at the tree trunk Diameter Breast Height (DBH). DBH is measured at four and one half (4-1/2) feet above ground level.
- 6.6.2 Measurement for leaning trees cut at the ROW line will be determined at the point of the cut.
- 6.6.3 Measurement for limb removal will be determined at the limbs origination point. Limbs must be at least 2 inch diameter and 2 feet long to be considered hazardous.

SECTION E – SCOPE OF WORK CONTINUED**6.7 Payment**

- 6.7.1 Payment for all trees removed will be made at the unit prices as specified in Exhibit B-5.
- 6.7.2 Removal of trees shall include cutting the tree flush to the ground and further field cutting to load the removed tree for hauling.
- 6.7.3 Hauling, processing, and final disposal for the removed tree shall be treated as vegetative debris.
- 6.7.4 Payment for all limbs removed will be made at the unit price per one (1) to five (5) or six (6) and greater limbs per tree based on the contract proposal price as specified in Exhibit B-6. Payment will be based on number of limbs per tree greater than two (2) inches in diameter and two (2) feet in length.
- 6.7.5 Other limbs less than two (2) inches in diameter shall also be removed. The cost for this removal shall be one (1) to five (5) limbs with no limit on the number of limbs per tree.
- 6.7.6 In the event that all limbs identified in a tree are less than two (2) inches, the rate shall be that proposed for one (1) to five (5) limbs per tree.
- 6.7.7 Payment for managing and operating the work sites, furnishing material, labor, tools and equipment necessary to remove and dispose of the trees and limbs, and providing for traffic control and safety measures, are all incorporated in the proposer's unit prices.
- 6.7.8 There will be no payment for mobilization and demobilization.
- 6.7.9 All invoices must be submitted with a comprehensive tabular report listing all individual tree and limb removal locations. The report must meet Pinellas County's requirements for invoicing and be approved prior to the invoicing process. All time and material charges must be submitted with the appropriate backup documentation.

7.0 GENERAL REQUIREMENTS**7.1 Other Contracts**

- 7.1.1 Other contracts may be issued for the purpose of removing disaster related debris within Pinellas County.
- 7.1.2 Pinellas County reserves the right to issue other contracts or direct other contractors to work within the scope of work included in this contract

7.2 Equipment

- 7.2.1 The CONTRACTOR shall provide all equipment necessary to prepare the site(s), stockpile the debris, feed the grinder(s) and/or air-curtain incinerator(s), remove ash from the incinerator(s), load and haul for disposal all non-grindable or non-burnable debris and ash residue, field reduction as required for loading, and any other equipment which may be necessary for the performance of this contract.
- 7.2.2 Prior to commencing debris reduction and disposal operations, the CONTRACTOR shall present to the DM, or designee, for approval, a description of all equipment to be used for debris handling, sorting, processing, incinerating, loading, and hauling, stating brand name, model and horsepower (including all air-curtain incinerators).
- 7.2.3 All trucks and other road equipment must be in compliance with all applicable local, state, and federal rules and regulations.

SECTION E – SCOPE OF WORK CONTINUED

- 7.2.4 Sideboards or other extensions to a truck or trailer bed are allowable provided they meet all applicable rules and regulations, cover the front and both sides, and are constructed in a manner to withstand severe operating conditions. The sideboard extensions shall be braced with metal reinforcing. The overall height of the hauling vehicle shall not exceed 13 feet, 6 inches above the ground. All extensions are subject to acceptance or rejection by the DM, or designee.
- 7.2.5 Damaged sideboards must be repaired prior to arriving at the TDSR site.
- 7.2.6 All trucks utilized in hauling debris shall be equipped with a tailgate that will effectively contain the debris on the vehicle while hauling and also permit the vehicle to be loaded to capacity. Gaps in the tailgate greater than two (2) inches will not be permitted. The tailgates shall be secured along the edges with fasteners of sufficient strength to securely hold the tailgate closed during transit; rubber bungee cords will not be permitted.
- 7.2.7 The CONTRACTOR, prior to use, will inspect all equipment to ensure all requirements are met and it is in good overall condition. The DM, or designee, reserves the right to reject equipment that is unsafe or inadequate.
- 7.2.8 All equipment used for hauling debris shall be measured and marked for its load capacity. The CONTRACTOR shall supply pre-approved measurement forms for each hauling container used under this contract. The DM, or designee, shall maintain the original vehicle measurement forms and provide copies to the CONTRACTOR. An example vehicle measurement form is provided in Exhibit A2-11.
- 7.2.9 Prior to commencing debris removal operations, the CONTRACTOR shall present to the DM, or designee, a list of all trucks or trailers that will be used for hauling debris, for the purpose of determining hauling capacity. The hauling capacity will be based on the interior dimensions of the hauler's container, and rounded down to the nearest whole cubic yard.
- 7.2.10 Hauling capacity, in cubic yards, will be recorded and marked on each truck or trailer with permanent markings. Each truck or trailer will also be uniquely numbered for identification with a permanent marking.
- 7.2.11 Trucks and trailers designated for use under this contract shall be equipped with a placard on the driver's side of the hauling container. The placard shall state the CONTRACTOR's name, the subcontractor's name, individual and unique identification number, contract number, and the total capacity in cubic yards of the hauling container. The CONTRACTOR shall furnish these signs. All signs or markings associated with other work shall be removed prior to performing work included in this contract.
- 7.2.12 Equipment used under this contract for debris collection shall be rubber tired and sized properly to fit loading conditions. Excessively large loading equipment (3 CY and larger) and non-rubber tired equipment must be approved by the DM, or designee. Non-rubber tired equipment may be used at the TDSR sites with the approval of the DM, or designee.
- 7.2.13 Hauling containers shall be a minimum of 15 cubic yards in volume unless approved by the DM, or designee.
- 7.2.14 Trailer type hauler containers shall be equipped with either tandem axles and/or dual tires. A minimum of four (4) tires are required on all trailers. The GVWR shall be a minimum of 10,000 lbs on all trailers. All trailers must have a legible manufacturer's identification plate with ratings.
- 7.2.15 Trucks or equipment that is designated for use under this contract shall not be used for any other work during the working hours of this contract. The CONTRACTOR shall not solicit work from private citizens, businesses, or others to be performed in the designated work area during the period of this contract. Under no circumstances will the CONTRACTOR mix debris hauled for other contracts with debris hauled under this contract.

SECTION E – SCOPE OF WORK CONTINUED**7.3 Load Tickets**

- 7.3.1 A five (5) part Load Ticket will be used for recording volumes of debris removed and processed. Exhibit A2-12 provides an example load ticket. The CONTRACTOR shall provide ticket forms with pre-printed unique ticket identifier.
- 7.3.2 A Pinellas County Load Site Monitor will issue a load ticket to the hauler prior to departure from the loading site. Upon arrival at the TDSR site, the vehicle operator will give the five copies to the Pinellas County Disposal Site Monitor at the TDSR Inspection Tower. Pinellas County tower monitor will validate the ticket and enter delivered volume as appropriate. The tower monitor will return two copies of the five part form to the vehicle operator. The tower monitor will separate the Pinellas County ticket and place the CONTRACTOR tickets in a separate container.
- 7.3.3 Debris removal subcontractors will not be permitted to unload the debris at a TDSR without an approved Load Ticket that was partially completed by their assigned monitor.
- 7.3.4 Subcontractor(s) will not receive a load ticket for any loads that were not observed by a Load Site Monitor during loading without the approval of the DM, or designee.
- 7.3.5 Pinellas County has prepared load tickets for use by the CONTRACTOR. The CONTRACTOR shall supply optional load tickets to supplement the County's supply of tickets as required. The Load Tickets provided by the CONTRACTOR shall be used for tracking the loads into the TDSR sites. The TDSR Site Manager shall supply all Load Tickets for the use of tracking the final haul out of processed debris.
- 7.3.6 A Pinellas County TDSR Site Monitor will determine the total cubic yards of material received by visual inspection of the load. Trucks with partial loads will be adjusted down during this visual inspection by the TDSR site monitor. Load measurements will be documented on load tickets.
- 7.3.7 The CONTRACTOR shall keep a daily updated log, in each TDSR site Inspection Tower, of all loads received, including the total volume of debris in each load. The daily log will be completed by a representative of the CONTRACTOR that is stationed in the Inspection Tower.
- 7.3.8 The CONTRACTOR shall provide a copy of all daily log sheets at the end of each business day to the DM, or designee.
- 7.3.9 The CONTRACTOR should consider the use of technology for the documenting of information such as Load Tickets. Bar code scanners should be considered with the data downloaded to a useable format, i.e. Microsoft Excel®.

SECTION E – SCOPE OF WORK CONTINUED**7.4 Traffic Control**

- 7.4.1 The CONTRACTOR shall be responsible for control of pedestrian and vehicular traffic in the work area. The CONTRACTOR shall provide all flag persons, signs, equipment, and other devices necessary to meet local, state, and federal requirements. The traffic control personnel and equipment shall be in addition to the personnel and equipment required in other parts of this contract. At a minimum, one flag person shall be posted at each entrance to the work area to direct traffic.
- 7.4.2 The CONTRACTOR shall be responsible for traffic control during operations performed by the CONTRACTOR's personnel and/or subcontractors. Traffic control shall be in conformance with the Federal Highway Administration, Manual on Uniform Traffic Control Devices, latest edition, and the Florida Department of Transportation Roadway and Traffic Design Standards, latest edition.
- 7.4.3 The CONTRACTOR must be qualified and provide the DM, or designee, with copies of certifications to conduct traffic control operations on roads in Pinellas County.
- 7.4.4 The foregoing requirements are to be considered as minimum and the CONTRACTOR's compliance shall in no way relieve the CONTRACTOR of final responsibility for providing adequate traffic control devices and methods for the protection of the public and employees throughout the work areas.

7.5 Hazardous or Toxic Waste Issues

- 7.5.1 The CONTRACTOR will be required to construct a containment area at the TDSR site to store Hazardous Waste materials. This containment area will consist of an earthen berm with a non-permeable liner. The containment area must be covered at all times with a non-permeable cover.
- 7.5.2 All materials that are classified Hazardous Waste shall be reported immediately to the DM, or designee. This material shall be segregated from the remaining debris using a method that will allow the remaining non-hazardous waste debris to be processed. All hazardous debris will be moved and placed in the designated containment area.

SECTION E – SCOPE OF WORK CONTINUED**7.6 Hazardous Waste Spills**

- 7.6.1 The CONTRACTOR shall be responsible for reporting to the DM, or designee, and cleaning up all hazardous materials or waste spills caused by the CONTRACTOR's operations at no additional cost to Pinellas County.
- 7.6.2 Immediate containment actions shall be taken as necessary to minimize the effect of any spill or leak. Cleanup and reporting shall be in accordance with applicable local, state, and federal laws and regulations.
- 7.6.3 Spills shall be reported to the Florida Department of Environmental Protection (FDEP) – State Warning Point and the DM, or designee, immediately following discovery. A written follow-up report shall be submitted to the DM, or designee, no later than 7 days after the initial report. The written report shall be in narrative form, and as a minimum shall include the following:
- a. Description of the material spilled (including identity, quantity, manifest number, etc.)
 - b. Determination as to whether or not the amount spilled is EPA/FDEP reportable, and when and to whom it was reported
 - c. Exact time and location of spill, including description of the area involved
 - d. Receiving stream or waters
 - e. Cause of incident and equipment and personnel involved
 - f. Injuries or property damage
 - g. Duration of discharge
 - h. Containment procedures initiated
 - i. Summary of all communications the Contractor has had with press, agencies, or Government officials other than Pinellas County
 - j. Description of cleanup procedures employed or to be employed at the site, including disposal location of spill residue.

SECTION E – SCOPE OF WORK CONTINUED**C. EVALUATION CRITERIA****1. PROPOSAL SUBMITTAL REQUIREMENTS****1.2 Qualifications**

The Proposer shall provide a detailed description of its experience in completing similar projects. References shall also be included from current or previous customers for which the Proposer has completed similar work as stated in this RFP (See Exhibit E Reference Projects page 77). The Proposer shall also state its ability to manage logistics such as processing equipment, collection subcontractors, inspection structures, weigh scales, data forms, and data management.

The Proposers shall also include in their qualifications statement the following:

- 1.2.1 The Proposer must be primarily engaged in providing the services required in this RFP.
- 1.2.2 The Proposer must have demonstrated a comprehensive understanding of all service requirements listed in this RFP. Previous understanding and experience are essential criteria in the qualifying process.
- 1.2.3 The Proposer's personnel to be utilized for this Scope of Services shall have demonstrated expertise with disaster debris management and disposal and be fully aware of FEMA guidelines and reporting requirements. Staff must also possess at least three years experience in completing the work and responsibilities included in the Scope of Services for this RFP. Key positions and minimum experience required include the following:
 - a. Project Manager: 5 years
 - b. Project Superintendent: 3 years
 - c. Field Supervisors: 1 year
- 1.2.4 The Proposer shall identify other primary staffing positions and their respective experience levels.
- 1.2.5 The staff proposed in this RFP must be the staff intended to be utilized for Pinellas County projects.
- 1.2.6 The Proposer must demonstrate receipt of National Incident Management System (NIMS) training and knowledge of incident management practices and principles for the recovery of emergency incidents.

SECTION E – SCOPE OF WORK CONTINUED**1.3 Management Plan**

The Management Plan shall include a detailed explanation of the following:

1.3.1 Management approach and philosophy**1.3.2 Project Team**

- a. Include staffing plan with identification of all key personnel, their roles, their allocation of time and the location of personnel (within the County or from remote locations).
- b. Provide a graphical Organization Chart.
- c. List primary subcontractors and their services for this project.
- d. State the ratio of field supervisors to the number of collection crews.

1.3.3 Scheduling Management Plan

- a. Include a plan for developing, maintaining, updating and compliance with the master project schedule.
- b. Provide an example of the management plan and scheduling from a previous project.

1.3.4 Quality Control Plan

- a. This plan should indicate the mechanisms in place to assure compliance with FEMA requirements and accuracy of reported information.
- b. Describe the methods and procedures that will be utilized by the Proposer to review invoicing and other submittals for completeness and accuracy.
- c. Describe the procedures for the tracking of debris quantities brought into a temporary disposal site from multiple contracts.

1.3.5 Financial Control Plan

- a. Identify procedures for maintaining the most cost effective means of debris collection and of monitoring performance of all subcontractors.
- b. Identify the financial resources to ensure payment of subcontractors.
- c. Describe the methods utilized for accurate invoicing and avoidance of cross billing for debris collected from multiple contracts.

1.3.6 Conflict Resolution

- a. Describe the procedures to quickly provide repair and restoration of damage to private or public property caused by debris collection activities.

1.3.7 Multiple Contract Coordination and Separation

- a. Describe the how the Proposer will maintain separation of collected debris from multiple contracts within a Temporary Debris Reduction and Storage (TDRS) site.
- b. Describe how the Proposer will track the reporting of processing and disposal quantities of debris from multiple contracts stored at the TDRS site.

1.3.8 Continuity of Operations/Business Capability Plan

- a. Include a plan that describes the company's disaster preparedness and recovery should its facilities, resources, and personnel are affected by a disaster or adverse event.
- b. Describe its continuity of operations and business resumption processes.
- c. Describe how it will acquire the needed resources and perform debris operations when it is impacted at the same time tasked in Pinellas County.

SECTION E – SCOPE OF WORK CONTINUED

1.3.9 The Management Plan submitted by the Proposer will be evaluated based upon the following:

- a. Management philosophy
- b. Project Team organization and description of responsibilities
- c. Scheduling
- d. Quality Control Plan
- e. Financial Control Plan

1.4 Technical Approach

1.4.1 Executive Summary

Maximum Page limit: Not to exceed two (2) pages.

The Executive Summary shall briefly summarize the key aspects of the Firm's submission and shall include, but not necessarily be limited to, the following:

- a. Proposer's interpretation of the goals and objectives for the services identified in this RFP.
- b. Proposer's general approach for completing the work and reporting requirements.
- c. A statement of the Proposer's financial resources to support projects of this magnitude, complete pages 86 through 89.

1.4.2 Mobilization of Resources

The technical approach prepared by the Proposer shall address the mobilization of resources including labor, equipment, and tools, to provide the appropriate and safe response for the collection, processing and disposal of debris resulting from a Category 4 "wet" hurricane. The Proposer shall also address other logistical considerations that may be impacted by an event of this magnitude.

The Proposer shall describe the communications procedures and protocol for coordination with County and the County's consultants. The County's consultants may provide monitoring services from the mobilization to the demobilization of the contractors' work force.

1.4.3 Documentation of Data

The technical approach shall also describe in detail the methods, technology, and resources proposed for the documentation of data. The Proposer should include a summary of technology applications such as project web sites, use of bar coding for data recording, digital weight based scales, etc. in this section.

1.4.4 Evaluation of Technical Approach

1.4.5 The Technical Approach will be evaluated based upon general adherence to and descriptive response to the Scope of Services. The following general components should be included in the technical approach discussion.

- a. Compliance with applicable local, state and federal rules, regulations and guidelines
- b. Data Reporting
- c. Logistical support (power, fuel, lodging, access, equipment delivery, etc.)
- d. Communications
- e. Safety and traffic control
- f. Response to damaged property caused by Contractor
- g. Equipment performance and reliability
- h. Site management
- i. Efficient collection approach to avoid double counting
- j. Hazardous wastes management

1.4.6 Availability of major equipment

SECTION E – SCOPE OF WORK CONTINUED**1.5 Price Proposal**

The Proposer shall complete the Price Proposal Forms in Exhibit B. The Exhibit B forms include schedules for labor, equipment, and services.

1.5.1 Evaluation of Unit Pricing

1.5.2 The Proposer shall adhere to the requirements for preparing the proposed unit rates. The unit rate structure should include all costs and exclude taxes as listed in Exhibit B of this RFP

2.0 PROPOSAL EVALUATION CRITERIA

2.1 The evaluation of proposals by the Evaluation Committee will be based upon four major criteria. The evaluation criteria and the corresponding weighting factor are shown in the table below:

Evaluation Criteria	Scoring
Qualifications (Company and staff experience) (Section C – 1.2)	400
Management Plan Section (Section C – 1.3)	150
Technical Approach (Section C – 1.4)	200
Unit Pricing (Section C – 1.5)	250
TOTAL	1000

SECTION E – SCOPE OF WORK CONTINUED**EXHIBIT A-1****DEFINITIONS AND ACRONYMS**

ASH: Is the residue produced by incineration of burnable, Eligible Debris.

BULKY HOUSEHOLD WASTE/GARBAGE: Includes but is not limited to damaged furniture, mattresses, clothing, carpeting and household linens, or any other disaster-generated debris that FEMA deems eligible in the interests of safety, health and/or welfare.

CATEGORY FOUR HURRICANE: Has sustained winds of 131 to 155 miles per hour. These winds can uproot trees, topple weak elements of buildings, destroy utilities, roads and bridges may be cutoff, mobile homes destroyed, and beach homes flooded or washed away. A storm surge of 13 to 18 feet is expected. Heavy rains associated with this category may cause additional flooding to inland areas.

CONSTRUCTION AND DEMOLITION DEBRIS (C&D): Includes but is not limited to non-hazardous debris resulting from the destruction of a structure such as window glass, brick, concrete, roofing material, pipe, gypsum wallboard and lumber.

DEBRIS MANAGER: Responsible person for debris operations and implementation of this contract. The Debris Manager may appoint a representative, or designee, to coordinate all phases of debris operations and contract compliance.

DIAMETER BREAST HEIGHT: The point where the diameter of a tree to be removed shall be measured, which is 4-1/2 feet above ground level.

ELIGIBLE DEBRIS: Debris that is produced or generated by declared, natural or manmade disasters, is placed at street-side by residents and/or commercial establishments or cleared from rights-of-way located within the Unincorporated area of Pinellas County, Florida under six (6) possible classifications: 1) woody vegetative and yard debris, 2) C & D, 3) White Goods, 4) recyclables, 5) hazardous and/or toxic waste, and 6) any other disaster-generated debris, such as Bulky Household Waste/Garbage. These debris classifications are not mutually exclusive in that some debris classifications, for example, woody vegetative and yard debris, may be recyclable also.

FINAL DISPOSITION SITES: A County-approved landfill lawfully permitted to accept all non-recyclable Eligible Debris or a County-approved recycling facility, broker or end-user permitted to accept recyclable Eligible Debris.

GRANT COORDINATOR: The Pinellas County Director of Solid Waste Operations or other representative, who is designated (in writing) by the County to be the primary contact person for the administration of the FEMA public assistant grants and shall act as liaison between FEMA and the County.

HAND LOADING: Debris physically loaded into a collection vehicle by hand with no mechanical means of compacting the load contained within the collection vehicle. Debris monitors located at temporary or final debris disposal sites will reduce the observed capacity of each hand-loaded truck or trailer load by 50% because of the low compaction achieved by hand-loading. For example, if a 40 cubic-yard (CY) hand-loaded truck or trailer arrives at a debris management or disposal site, and it appears to be 100 percent full, the actual quantity of debris in the truck or trailer will be recorded as 20 CY $\{(40 \text{ CY} / 2) \times 100\}$. In the same manner, if the truck or trailer appears half full, the load will be recorded as 10 CY $\{(40 \text{ CY} / 2) \times 50\}$. The maximum amount

recorded for a hand-loaded vehicle will be 50% of its measured capacity. FEMA Recovery Policy RP-9523.11.

HAZARDOUS STUMP: When a disaster event uproots a tree or stump (i.e., 50% or more of root ball is exposed) on a public right-of-way, improved public property or improved property owned by certain private non-profit organizations, and the exposed root ball poses an immediate threat to life, public health and safety. FEMA Recovery Policy RP-9523.11.

HAZARDOUS AND/OR TOXIC WASTE: Regulated wastes not included in Household Hazardous Wastes.

HOUSEHOLD HAZARDOUS WASTE: Household hazardous wastes are materials commonly found in households that are potentially harmful to health and the environment. Examples of these materials include paint, pesticides, motor oil, lubricants, cleaners, solvents, and other materials. These materials are typically not stored in sufficient quantity to require state or federal regulation.

HOT SPOTS: Areas within Pinellas County where residents are in immediate need of debris removal assistance or illegal dumpsites that may pose health and safety threats.

INELIGIBLE DEBRIS: Debris not generated by the declared, natural or manmade disaster and thus, outside the scope of this contract.

INSPECTION TOWER: This tower is a structure placed in the vicinity of the entrance to the TDSR for all incoming delivery loads and outgoing disposal loads to be inspected and documented. The load tower should be sized sufficiently high to enable inspection into the top of an eighteen wheel transfer trailer and large enough for at least four (4) people.

LIST OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT AND NONPROCUREMENT PROGRAMS—FEMA list identifies those parties excluded throughout the U.S. Government from receiving Federal contracts or certain subcontracts and from certain types of Federal financial and non-financial assistance and benefits.

LOAD SITE: The location where Eligible Debris is collected from public property or public road. The load site may include the debris hauling vehicles, labor, and loading equipment.

LOAD TICKET: A serialized, five-part form used to record and document volumes of Eligible Debris collected by the CONTRACTOR.

MIXED WASTE: The combination of two or more categories of debris shall be considered mixed. This category of waste may require sorting before processing and disposal.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS): Is a system that improves response operations through the use of the Incident Command Systems (ICS) and other standard procedures and preparedness measures.

NATIONAL RESPONSE CENTER: The sole national point of contact for reporting oil, chemical, radiological and biological discharges.

NOTICE TO PROCEED: Written approval issued to the CONTRACTOR by the DM, or designee, to begin mobilization for disaster recovery work. The DM, or designee, (or other designee(s) identified by the Contract Administrator in written form prior to activation) will be the only person able to issue a notice to proceed on behalf of Pinellas County unless modified by a written list of persons authorized by the County Manager to issue such notice. Written notice to proceed may be delivered to CONTRACTOR via fax machine, overnight carrier or delivered in person to the CONTRACTOR representative. CONTRACTOR will provide a contact list (including name, address, position, telephone, cell phone, fax and e-mail address) of persons authorized to receive

the NTP within seven (7) days of execution of the contract. Said list will become an attachment to this contract.

PASSES: The number of times the CONTRACTOR passes through the assigned Work Zone to collect all Eligible Debris.

PROJECT MANAGER: A person designated by the CONTRACTOR that will be responsible for the implementation of this scope of services and will direct all CONTRACTOR activities and communications to Pinellas County.

RECYCLABLES: Includes but is not limited to materials or products that can be recovered from the Eligible Debris to be used for raw material in producing a new product, such as paper, plastics, glass, aluminum, ferrous metals, wood, uncontaminated soil and tires.

RECYCLING FACILITY: A facility that recovers or reuses any Eligible Debris, such as metals, soils or construction materials that may have a residual monetary value for raw material in producing new products.

RIGHT(S) OF WAY: Public streets where residents have placed Eligible Debris at curbside in residential or commercial areas as is done with routine solid waste collection.

TASK ORDER: Written authorization issued to the CONTRACTOR by Pinellas County to define a specific scope of work and the time period authorized for the completion of stated services.

TEMPORARY DEBRIS STORAGE AND REDUCTION SITE(S): A County-approved location where Eligible Debris is temporarily stored until it is reduced in volume and/or taken to a Final Disposition Site.

TEMPORARY DEBRIS STORAGE AND REDUCTION SITE TOWER INSPECTOR: The County's authorized representative designated to inspect and verify each load of Eligible Debris that is delivered to the Temporary Debris Storage and Reduction Site(s).

TEMPORARY DEBRIS STORAGE AND REDUCTION SITE SUPERVISOR: The County's authorized representative designated to monitor the Temporary Debris Storage and Reduction Site operations performed by the CONTRACTOR.

TIPPING FEE: A fee based on weight, or volume, of debris dumped that is charged by landfills or other waste management facilities to cover their operating and maintenance costs.

WHITE GOODS: Includes but is not limited to household appliances, such as ranges, washers, water heaters, refrigerators and other domestic or commercial-sized appliances.

WOODY VEGETATIVE AND YARD DEBRIS: Includes but is not limited to damaged and fallen trees, partially broken and severed tree limbs, hazardous tree stumps, palm fronds, bushes and shrubs.

WORK CREW: Describes personnel or equipment used in clearing or collections operation mobilized by the CONTRACTOR. Each work crew shall be self sufficient with clearing or loading equipment or vehicles, hauling vehicles, staff, and tools or other materials to perform the clearing or loading operation.

WORK ZONE: The designated area within Pinellas County that the Contract Administrator, or authorized representative, has assigned to the CONTRACTOR to perform Eligible Debris removal and hauling services.

ACRONYMS

BOCC	Pinellas County Board of County Commissioners
CA	Contract Administrator
C & D	Construction and Demolition
DM	Debris Manager
DMC	Debris Management Center
FDEP	Florida Department of Environmental Protection
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
HDPE	High Density Polyethylene
HHW	Household Hazardous Waste
NTP	Notice To Proceed
PM	Project Manager
RFP	Request for Proposal
ROW	Right(s) of Way
TDRS	Temporary Debris Reduction and Storage

EXHIBIT A-2
REPORTING FORMS


EMERGENCY DEBRIS CLEARANCE – DAILY

CONTRACTOR:		CREW NUMBER:			DATE:	CONTRACT NO:
Labor Category	Labor No.	Equipment & Tool Type	Total Shift Hours	Total Hours Idle	Total Work Hours	Location / Comment

Monitor's Name (Print)		Last 4 Digits of SS:		Company:	
Contactor's Agent (Print)		Event:		FEMA No.	_____



FIGURE A2-2

STUMP CONVERSION TABLE

Stump Diameter (inches)	Debris Volume (cubic Yards)		Stump Diameter (inches)	Debris Volume (cubic Yards)
6	0.3		46	15.2
7	0.4		47	15.8
8	0.5		48	16.5
9	0.6		49	17.2
10	0.7		50	17.9
11	0.9		51	18.6
12	1.0		52	19.4
13	1.2		53	20.1
14	1.4		54	20.9
15	1.6		55	21.7
16	1.8		56	22.5
17	2.1		57	23.3
18	2.3		58	24.1
19	2.6		59	24.9
20	2.9		60	25.8
21	3.2		61	26.7
22	3.5		62	27.6
23	3.8		63	28.4
24	4.1		64	29.4
25	4.5		65	30.3
26	4.8		66	31.2
27	5.2		67	32.2
28	5.6		68	33.1
29	6.0		69	34.1
30	6.5		70	35.1
31	6.9		71	36.1
32	7.3		72	37.2
33	7.8		73	38.2
34	8.3		74	39.2
35	8.8		75	40.3
36	9.3		76	41.4
37	9.8		77	42.5
38	10.3		78	43.6
39	10.9		79	44.7
40	11.5		80	45.9
41	12.0		84	47.0
42	12.6		82	48.2
43	13.3		83	49.4
44	13.9		84	50.6
45	14.5		85	51.8

NOTE:

The above conversion was derived from FEMA field studies conducted throughout the State of Florida during the debris removal operations following Hurricanes Charley, Frances, Ivan and Jeanne.


DEBRIS REMOVAL – DAILY LOAD VERIFICATION REPORT

CONTRACTOR:	TDSR LOCATION:	DATE:	DEBRIS TYPE:
-------------	----------------	-------	--------------

Trans No.	Truck Number	Cert. Capacity (cy)	Delivery Volume (cy)	CONTRACT NO.:
				Comments
	Total Truck Loads	TOTAL DELIVERED VOLUME:		

Tower Monitor Name:

(Print Name): -

CONTRACTOR Agent's Name:

(Print Name):


STUMP REMOVAL – DAILY LOAD VERIFICATION REPORT

CONTRACTOR:	TDSR LOCATION:	DATE:	CONTRACT NO.:
-------------	----------------	-------	---------------

Trans No.	Truck Number	Stump Cert. No.	24" to 48"	49" to 72"	73" and >
TOTAL DELIVERED VOLUME:					

Tower Monitor Name: (Print Name);

CONTRACTOR Agent's Name: (Print Name);


DAILY CONTRACTOR TDSR OPERATIONS REPORT

CONTRACTOR:	DATE:	CONTRACT NO.:
-------------	-------	---------------

Type of Processing Equipment	No. of Processing Equipment	Screen Size and Reduction Ratio	No. of Personnel Working
TOTAL:			

 CONTRACTOR Agent's
Name:

(Print Name):


DAILY CONTRACTOR COLLECTION OPERATIONS REPORT

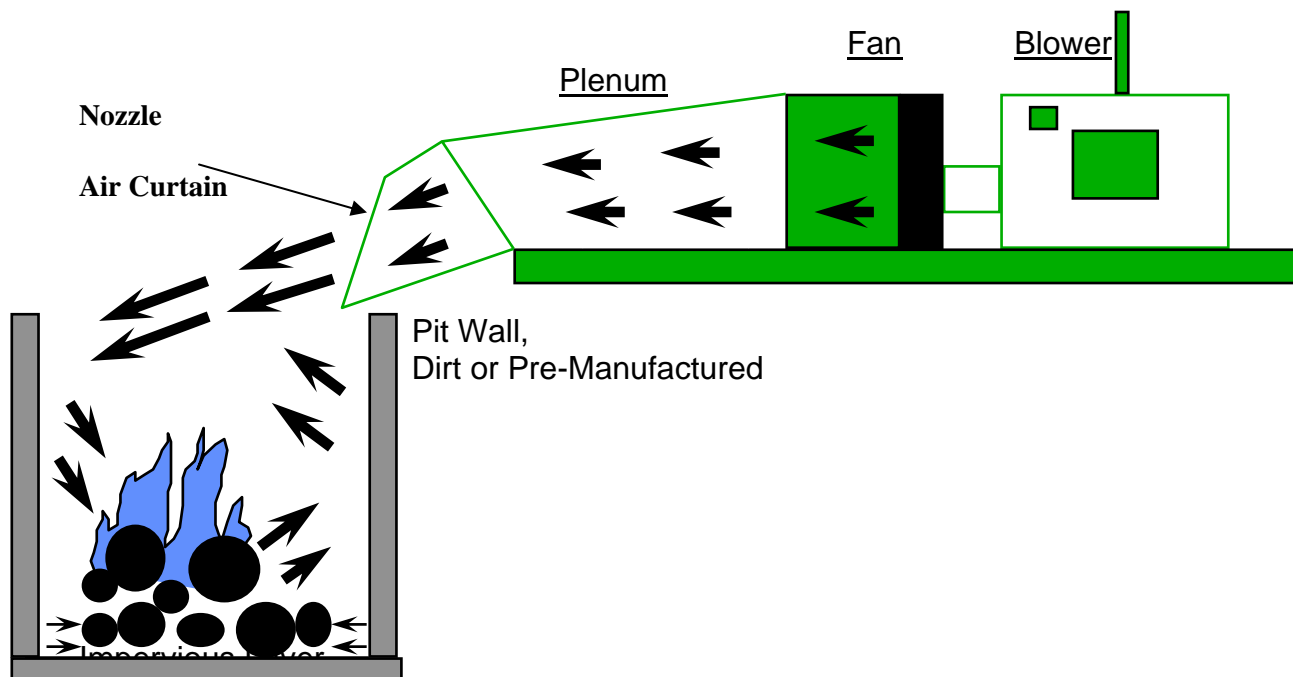
CONTRACTOR:	DATE:	CONTRACT NO.
-------------	-------	--------------

Subcontractor Name	Number of Loading Crews	Type of Loading Equipment	Number of Haul Trucks	No. of Employees
TOTAL:				

 CONTRACTOR Agent's
Name:

(Print Name):

Exhibit A2-7

AIR CURTAIN COMBUSTOR GENERAL ARRANGEMENT
ABOVE GRADE

A power source, either electric motor or diesel power unit, drives a fan which in turn creates an air curtain by forcing air through a plenum and nozzle. This high velocity air travels across the top of the pit, in which a fire has been started.

The air curtain traps smoke and small particles and re-circulates them to enhance combustion and reduce smoke. The very large volume of air accelerates combustion and provides for high pit temperatures between 1800 degrees F and 2200 degrees F.

The pit provides a safe combustion chamber that helps prevent heat loss.

Exhibit A2-8

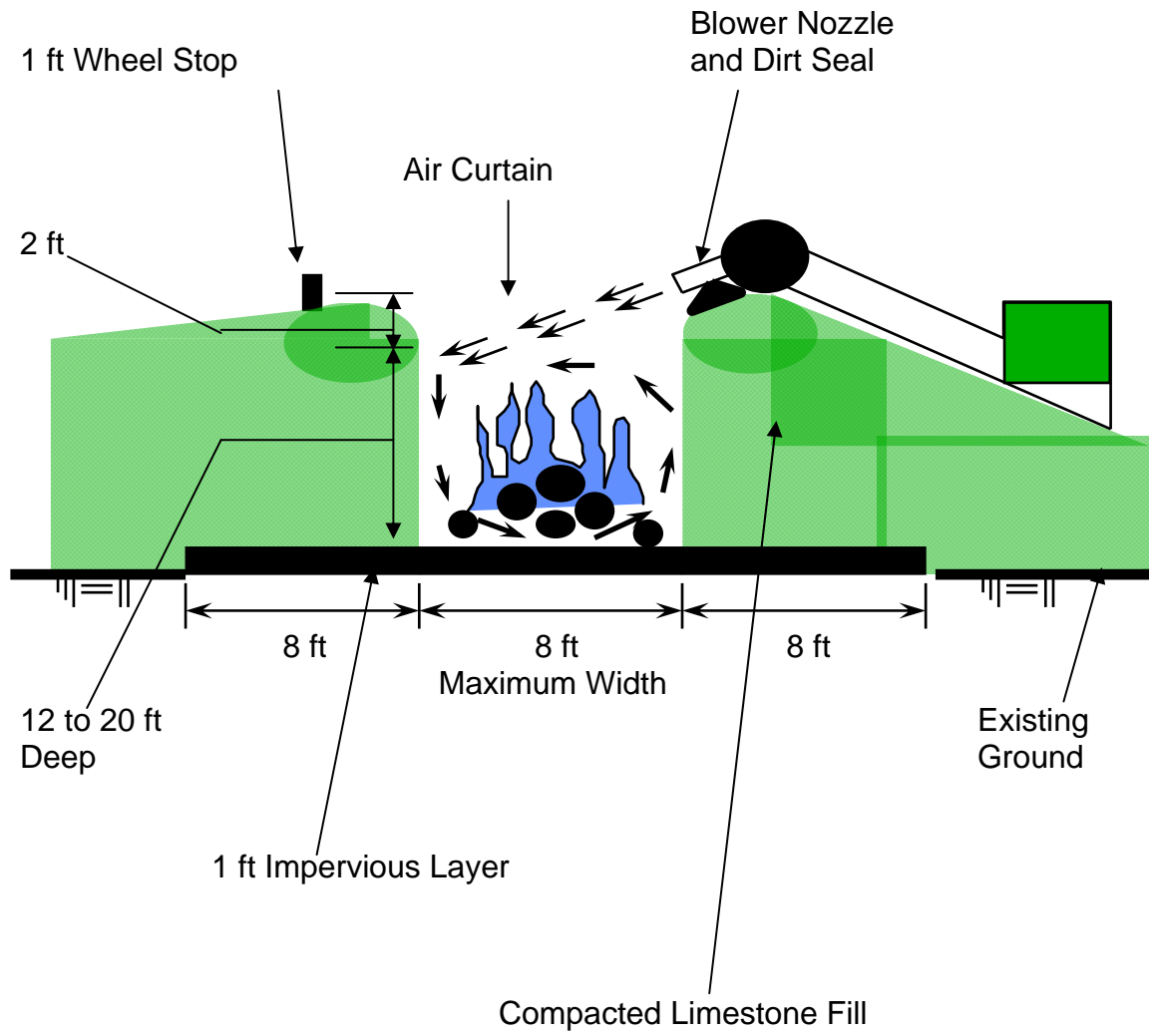
AIR CURTAIN COMBUSTOR GENERAL ARRANGEMENT
BELOW GRADE

EXHIBIT A2-9**PERFORMANCE SPECIFICATION
FOR
AIR CURTAIN INCINERATOR****Air Curtain Incinerator**

- A2-9.1 Minimum required air velocity measured at the nozzle is 8,800 feet/minute (100 mph). Minimum airflow rate measured at the nozzle is 900 cubic feet per min per linear foot of pit length. As an example, a 20 foot long pit would require a blower with a nozzle velocity of 8,800 ft/min and nozzle output rate of 18,000 cfm. This example is intended for explanation purposes only, and does not imply a recommended pit length for actual operations.
- A2-9.2 The pit should be a maximum of 8 feet wide, and should be from 12 to 20 feet deep. The actual pit dimensions should be such that the system functions properly.
- A2-9.3 The pit must be constructed out of a highly compactable material that will hold its shape and support the weight of the loading equipment. There shall be an impervious layer of clay or limestone on the bottom of the pit to provide a barrier for ground water protection and capable of supporting the wheel weight of the loading equipment. This layer shall be a minimum of one (1) foot thick and be repaired as necessary after each ash removal operation.
- A2-9.4 There is to be a minimum distance of 100 feet between the burn area and the nearest debris piles. There is to be a minimum distance of 1000 feet between the burn area and the nearest building. CONTRACTOR is responsible for assuring that the public and workers are kept a safe distance from the burn site.
- A2-9.5 The ends of the pits must be sealed with dirt or other material to a minimum height of four feet.
- A2-9.7 A twelve-inch dirt seal must be placed on the lip of the burn pit area to seal the blower nozzle. The nozzle should be three-to-six inches from the edge of the pit.
- A2-9.8 There should be one-foot high warning stops running the length of the pits to alert equipment operators when they are close to the pit. The warning stops should be constructed of fireproof material.
- A2-9.9 The airflow should hit the wall of the pit at about two feet below the edge of the pit and the debris should not break the path of the airflow, except during dumping.
- A2-9.10 The length of the pit should be no longer than the length of the blower system, and the pit should be loaded uniformly along the length.

Portable Air Curtain Incinerator

- A2-9.11 Portable incinerators use the same principles as air-curtain pit systems. The primary difference is that portable incinerators utilize a pre-manufactured pit in lieu of an on-site constructed earth or limestone pit. The pits are engineered to precise dimensions to complement the blower systems. The composition and operation of the portable air-curtain pit incinerator(s) shall conform generally to the drawings in Exhibits A2-7 and A2-8 of this scope of work.
- A2-9.12 Minimum required air velocity measured at the nozzle is 8,800 ft/min (100 mph). Minimum airflow rate measured at the nozzle is 900 cubic feet per min per linear foot of pit length. As an example, a 20 ft long pit would require a blower with a nozzle velocity of 8,800 ft/min and nozzle output rate of 18,000 cfm. This example is intended for explanation purposes only, and does not imply a recommended pit length for actual operations.
- A2-9.13 There is to be a minimum distance of 100 feet between the portable incinerator and the nearest debris piles. There is to be a minimum distance of 1000 feet between the portable incinerator and the nearest building. CONTRACTORS must assure that the public and workers are kept a safe distance from the incinerator.
- A2-9.14 There shall be one-foot high warning stops running the length of the pits to alert equipment operators when they are close to the pit. The warning stops shall be constructed of fireproof material.

DAILY CONTRACTOR TREE / LIMB OPERATIONS VERIFICATION REPORT

CONTRACTOR:	DATE:	CONTRACT NO.:
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[illegible]

CONTRACTOR Agent's
Name:

(Print Name)

**HAUL VEHICLE CERTIFICATION FORM**

CONTRACTOR:	DATE:	CONTRACT NO.:
--------------------	--------------	----------------------

Subcontractor No.	Subcontractor Name	Vehicle Measurements			Certified Volume (cy)	Vehicle Number
		Length (ft-in)	Width (ft-in)	Height (ft-in)		
		OVERALL (A)	OVERALL (C)	OVERALL (E)		
		CORRECTION (B)	CORRECTION (D)	CORRECTION (F)		
		NET (A-B)	NET (C-D)	NET (E-F)		
		OVERALL (A)	OVERALL (C)	OVERALL (E)		
		CORRECTION (B)	CORRECTION (D)	CORRECTION (F)		
		NET (A-B)	NET (C-D)	NET (E-F)		
		OVERALL (A)	OVERALL (C)	OVERALL (E)		
		CORRECTION (B)	CORRECTION (D)	CORRECTION (F)		
		NET (A-B)	NET (C-D)	NET (E-F)		
		OVERALL (A)	OVERALL (C)	OVERALL (E)		
		CORRECTION (B)	CORRECTION (D)	CORRECTION (F)		
		NET (A-B)	NET (C-D)	NET (E-F)		



EXHIBIT A2-12

Debris Ticket

Debris Ticket			
Contractor		Sub-Contractor	
Driver		Placard ID	Measured Capacity
Loading Date / / 200 Month Day Year		Loading Time : : A.M. P.M.	
Pickup Location		Classification	
Primary Street		Vegetative (processable)	
Cross Street		C&D (Construction/Demolition)	
County / Area		Mixed (Veg & C/D)	
Longitude		Latitude	White Goods (Appliances)
Staging Location		Vehicles	
Loading Site Monitor		Boats	
LSM ID		Stumps (See Remarks)	
LSM Signature		Mulch	
Disposal Location			
Disposal Site (TDSRS)			
Disposal Date / / 200 Month Day Year		Disposal Time : : A.M. P.M.	
Disposal Site Monitor		DSM ID	Quantity CY %
DSM Signature			
Remarks			
Ticket No. 987654321			
White-Jurisdiction Yellow-Contractor Pink-Disposal Site Gold-Subcontractor Green-Driver			

NOTE: Additional Classifications may include: Limbs, and Other.



EXHIBIT B

UNIT PRICE PROPOSAL FORMS EXHIBIT B-1

EMERGENCY DEBRIS CLEARANCE (PUSH) LABOR RATE SCHEDULE

LABOR CATEGORY	UNIT	RATE
Project Management		
Project Principal	hourly	\$
Project Manager	hourly	\$
Field Superintendent	hourly	\$
Field Supervisor	hourly	\$
Data Technician	hourly	\$
Administrative Assistant	hourly	\$
	hourly	\$
	hourly	\$
Work Crews		
Equipment Operator – Front End Loader	hourly	\$
Equipment Operator – Skid Steer Loader	hourly	\$
Equipment Operator – Articulating loader	hourly	\$
Equipment Operator – Dump Truck	hourly	\$
Equipment Operator – Flat Bed truck	hourly	\$
Equipment Operator – Trailer Mounted Mulcher	hourly	\$
Equipment Operator - Backhoe	hourly	\$
Equipment Operator – Clam Shell	hourly	\$
Equipment Operator - Crane	hourly	\$
Tool Operator (i.e. chain saw)	hourly	\$
Traffic Controller	hourly	\$
Laborer	hourly	\$
	hourly	\$

**EXHIBIT B-2****EMERGENCY DEBRIS CLEARANCE (PUSH)
EQUIPMENT RATE SCHEDULE**

Equipment	Specification	Capacity / Size	HP	Notes	Unit	Rate (\$)
Aerial Lift, Self Propelled	Mx platform ht	37 ft	To 15	Articulated, telescoping, scissor	Hour	
Aerial Lift, Self Propelled	Mx platform ht	60 ft	To 30	Articulated, telescoping, scissor	Hour	
Aerial Lift, Self Propelled	Mx platform ht	70 ft	To 50	Articulated, telescoping, scissor	Hour	
Aerial Lift, Self Propelled	Mx platform ht	125 ft	To 85	Articulated, telescoping, scissor	Hour	
Aerial Lift, Self Propelled	Mx platform ht	150 ft	To 130	Articulated, telescoping, scissor	Hour	
Aerial Lift, Truck Mntd	Mx platform ht	25 ft		Articulated, telescoping, scissor	Hour	
Aerial Lift, Truck Mntd	Mx platform ht	50 ft		Articulated, telescoping, scissor	Hour	
Aerial Lift, Truck Mntd	Mx platform ht	75 ft		Articulated, telescoping, scissor	Hour	
Aerial Lift, Truck Mntd	Mx platform ht	100 ft		Articulated, telescoping, scissor	Hour	
Breaker, Hand-Held Pavement	Weight	25-90 lbs			Hour	
Breaker, Pavement			To 70		Hour	
Breaker, Pavement			To 105		Hour	
Breaker, Pavement			To 137		Hour	
Breaker, Pavement					Hour	
Bucket, Clamshell	Capacity	1.0 CY			Hour	
Bucket, Clamshell	Capacity	2.5 CY			Hour	
Bucket, Clamshell	Capacity	5.0 CY			Hour	
Bucket, Clamshell	Capacity	7.5 CY			Hour	
Chain Saw	Bar Length	16 in.			Hour	
Chain Saw	Bar Length	25 in.			Hour	
Chain Saw Pole	Bar Size	18 in.			Hour	
Chipper, Brush	Chipping Capacity	6 in.	To 35	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity	12 in	To 65	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity	16 in	To 100	Trailer mounted	Hour	



Equipment	Specification	Capacity / Size	HP	Notes	Unit	Rate (\$)
Chipper, Brush	Chipping Capacity	18 in	To 125	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity	18 in	To 200	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity	19 in	To 300	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity	19 in	To 450	Trailer mounted	Hour	
Chipper, Brush	Chipping Capacity		To 650	Trailer mounted	Hour	
Crane	Max Lift Cap	8 MT	To 80		Hour	
Crane	Max Lift Cap	15 MT	To 150		Hour	
Crane	Max Lift Cap	27 MT	To 200		Hour	
Crane	Max Lift Cap	45 MT	To 300		Hour	
Crane	Max Lift Cap	70 MT	To 350		Hour	
Crane	Max Lift Cap	110 MY	To 450		Hour	
Crane, Truck Mounted	Max Lift Cap	17600 lbs			Hour	
Crane, Truck Mounted	Max Lift Cap	33000 lbs			Hour	
Crane, Truck Mounted	Max Lift Cap	60000 lbs			Hour	
Crane, Truck Mounted	Max Lift Cap	120000 lbs			Hour	
Fork Lift	Capacity	6000 lbs	To 60		Hour	
Fork Lift	Capacity	12000 lbs	To 90		Hour	
Fork Lift	Capacity	18000	To 140		Hour	
Fork Lift	Capacity	50000	To 215		Hour	
Loader, Skid-Steer	Operating Capacity	1000 lbs	To 35		Hour	
Loader, Skid-Steer	Operating Capacity	2000 lbs	To 65		Hour	
Loader, Skid-Steer	Operating Capacity	3000 lbs	To 85		Hour	
Loader, Skid-Steer	Operating Capacity	4000 lbs	To 94		Hour	
Loader, Wheel	Bucket Capacity	0.5 CY	To 38		Hour	
Loader, Wheel	Bucket Capacity	1 CY	To 60		Hour	
Loader, Wheel	Bucket Capacity	2 CY	To 105		Hour	
Loader, Wheel	Bucket Capacity	3 CY	To 152		Hour	
Loader, Wheel	Bucket Capacity	4 CY	To 200		Hour	
Loader, Wheel	Bucket Capacity	5 CY	To 250		Hour	
Loader, Wheel	Bucket Capacity	6 CY	To 305		Hour	



Equipment	Specification	Capacity / Size	HP	Notes	Unit	Rate (\$)
Loader, Wheel	Bucket Capacity	7 CY	To 360		Hour	
Loader, Wheel	Bucket Capacity	8 CY	To 415		Hour	
Loader, Wheel	Bucket Capacity	9 CY	To 470		Hour	
Loader, Wheel	Bucket Capacity	10 CY	To 530		Hour	
Loader-Backhoe, Wheel	Bucket Capacity	0.5 CY	To 40	Loader and backhoe bucket included	Hour	
Loader-Backhoe, Wheel	Bucket Capacity	1 CY	To 70	Loader and backhoe bucket included	Hour	
Loader-Backhoe, Wheel	Bucket Capacity	1.5 CY	To 95	Loader and backhoe bucket included	Hour	
Loader-Backhoe, Wheel	Bucket Capacity	1.75 CY	To 115	Loader and backhoe bucket included	Hour	
Saw, Concrete	Blade Diameter	14 in	To 14		Hour	
Saw, Concrete	Blade Diameter	26 in	To 35		Hour	
Saw, Concrete	Blade Diameter	48 in	To 65		Hour	
Sweeper, Pavement			To 110		Hour	
Sweeper, Pavement			To 150		Hour	
Sweeper, Pavement			To 200		Hour	
Trailer, Dump	Capacity	20 CY		Does not include prime mover	Hour	
Trailer, Dump	Capacity	30 CY			Hour	
Trailer, Dump	Capacity	40 CY		Does not include prime mover	Hour	
Trailer, Equipment	Capacity	30 tons			Hour	
Trailer, Equipment	Capacity	40 tons				
Trailer, Equipment	Capacity	60 tons				
Trailer, Equipment	Capacity	120 tons				
Truck, Dump	Truck Capacity	8 CY	To 210			
Truck, Dump	Truck Capacity	10 CY	To 235			
Truck, Dump	Truck Capacity	12 CY	To 255			
Truck, Dump	Truck Capacity	18 CY	To 330			
Truck, Dump	Truck Capacity	28 CY	To 400			
Truck, Dump	Truck Capacity	40 CY	To 460			
Truck, Dump	Truck Capacity	50 CY	To 620			
Truck, Flatbed	Max Gvw	15000 lbs	To			



Equipment	Specification	Capacity / Size	HP	Notes	Unit	Rate (\$)
			150			
Truck, Flatbed	Max Gvw	25000 lbs	To 180			
Truck, Flatbed	Max Gvw	30000 lbs	To 215			
Truck, Flatbed	Max Gvw	45000 lbs	To 250			
Truck, Flatbed	Max Gvw	50000 lbs	To 300			
Truck, Flatbed	Max Gvw		To 375			
Truck, Flatbed	Max Gvw		To 450			
Truck, Knuckle Boom				Add flatbed truck to truck mounted crane		
Truck, Pickup			To 130			
Truck, Pickup			To 180			
Truck, Pickup			To 230			
Truck, Pickup			To 280			
Truck, Tractor			To 210			
Truck, Tractor			To 265			
Truck, Tractor			To 310			
Truck, Tractor			To 350			
Tub Grinder			To 400			
Tub Grinder			To 500			
Tub Grinder			To 600			
Tub Grinder			To 700			
Tub Grinder			To 800			
Tub Grinder			To 900			
Tub Grinder			To 1000			

EXHIBIT B-3

STUMP REMOVAL RATE SCHEDULE

Hazardous Stump Size (Diameter)	Method	Note Reference	Proposed Rate (\$ / unit.)
12" to 23"	Pulling	(1)	\$
24" to 48"	Pulling	(2)(3)	\$
49" to 72"	Pulling	(2)(3)	\$
73" and greater	Pulling	(2)(3)	\$
73" and greater (out of the ground)		(4)	\$
12" to 23"	Grinding	(5)	\$
24" to 48"	Grinding	(5)	\$
49" to 72"	Grinding	(5)	\$
73" and greater	Grinding	(5)	\$

NOTES:

- (1) The removal of the stump shall be treated as regular vegetative debris, however the CONTRACTOR shall provide a proposed rate to repair the area of the stump removal.
- (2) The diameter of the stump is measured two (2) feet up from the ground.
- (3) Proposed rates includes removal, load and haul, trimming of roots, restoration of the site including sodding, and final disposal.
- (4) The proposal price is for loading and hauling only. The cost for pulling it out of the ground is not applicable.
- (5) It shall be assumed that the tree has been previously cut flush to the ground. The cost of the tree cutting is included in Exhibit B-5.

EXHIBIT B-4

DEBRIS COLLECTION AND HAUL RATE SCHEDULE

Debris Type	Note Reference	Proposed Rate (\$/cubic yard)
Vegetative Debris	(1)	\$
Construction and Demolition and White Goods		\$
		\$
		\$

NOTES:

- (1) Includes all vegetative debris including cut tree segments, branches, stump remnants and above ground stumps.

EXHIBIT B-5

TREE REMOVAL RATE SCHEDULE

Diameter Breast Height (DBH) (inches)	Proposed Rate (\$ / Unit)
12 -23	\$
24 - 48	\$
49 - 72	\$
73 and greater	\$

NOTES:

- (1) The above rate proposal reflects the cutting of the tree flush to the ground and sufficient field reduction as required for loading into a haul vehicle.

EXHIBIT B-6

HANGING LIMB REMOVAL RATE SCHEDULE

Hazardous / Eligible Limb Quantity per Tree	Proposed Rate (\$ / Unit)
1 to 5	\$
6 and greater	\$
Ineligible Limb Per Tree (less than 2" in diameter)	Proposed Rate (\$ / Unit)
One or more limbs	\$

NOTES:

- (1) Removal of tree limbs must satisfy the hazardous limb criteria of at least 2 inches in diameter and 2 feet in length.

EXHIBIT B-7

OTHER COST ITEMS

1. Annual Training				
Labor Category	Labor Hours	Labor Cost	Other Direct Expenses	Total
1. Project Manager				
2. Project Superintendent				
3. Field Supervisor				
4. Other				
TOTAL				



EXHIBIT C

**TEMPORARY DEBRIS STORAGE AND DISPOSAL
SITES AND COUNTY JURISDICTIONAL
BOUNDARIES**



TEMPORARY DEBRIS STORAGE AND DISPOSAL SITES AND COUNTY JURISDICTIONAL BOUNDARIES

The attached map illustrates the unincorporated portions of Pinellas County and the tentative locations of TDSR sites that may be used in the event of a disaster. The following is an approximate description of the location of each of the tentative TDSR sites. The CONTRACTOR shall confirm the location of these sites with the DM prior to initiating collection work.

The following list of potential TDSR sites is for reference purposes. Pinellas County will update this list on an annual basis and direct the CONTRACTOR accordingly.

TDSR Site Locations

Map Reference	Location Description	Size (Acres)	Ownership
North County			
1	East Lake and Keystone Roads	1	County
2	Parking lot of Tampa Bay Downs	1	Private
3	McMullen Booth Road, south of Curlew	1	City of Clearwater
4	Countryside Golf Center, 2987 McMullen Booth Road, North of SR 580	1	City of Clearwater
Central County			
5	US 19 South of Sunset Point Road.	1	Private
6	Corner of Drew Street and Old Coachman Road. Joe DiMaggio Park, parking lot	1	City of Clearwater
7	Belleair and Keene Roads, Orange Groves	8	County
South County			
8	Solid Waste Sod Farm	2	County
9	Toytown Landfill	2	County
10	Belcher Road and 118 th Avenue	3	County
11	Wagon Wheel Flea Market parking lot	1	Private



EXHIBIT D

SAMPLE TASK ORDER

**DEBRIS TASK ORDER****TASK ORDER NO.**

CONTRACTOR:	CONTRACT NO.:	DATE:
PROJECT TITLE:		

Summary Description of Work to Be Performed:**Project Schedule:****Ceiling Price (Not-To-Exceed) if Applicable:****Contractor
Signature:**

Date:

**Pinellas County
Authorized
Signature:**

Date:



EXHIBIT E

**GENERAL QUALIFICATIONS OF PROPOSER****RFP No. 067-0331-P (TS)**

THE FOLLOWING INFORMATION IS REQUIRED IN ORDER THAT YOUR PROPOSAL MAY BE REVIEWED AND EVALUATED.

Company Name:

Contact Information:	Address 1		
	Address 2		
	City, State, Zip		
	Telephone:		
	Fax:		
	Email:		
Principals of the Proposer:	Name:	Name:	
	Years Experience:	Years Experience:	
	Name:	Name:	
	Years Experience:	Years Experience:	
How Long in Present Location:		Years: _____	Months: _____
Length of Time Company has been in Business:		Years: _____	Months: _____
Total Number of Current Employees:		Full Time: _____	Part Time: _____
Has the Proposer or any of its Principals failed to qualify as a responsible Proposer, refused to enter into a contract after award has been made, failed to complete a contract, or been declared to be in default of a contract during the past five years? If yes, state where and when and supporting description about why.		Where: When: Why: (provide supporting information on a separate page)	

Percentage of Collection Trucks Provided by Proposer:

Percentage of Collection Trucks Provided by subcontractors to the Proposer:

**RFP No. 067-0331-P (TS)****Company
Name:**

--

Attached a copy of a certified financial statement indicating the financial resources to provide subcontractor payment.

Banking Institution Reference: (Provide other Banking references if applicable)	Bank Name:
	Contact Name:
	Telephone:
	Bank Name:
	Contact Name:
	Telephone

The signatures below certify the attached financial statement to be true and accurate.
The President and Chief Financial Officer should indicate

Signature:_____
Signature:_____
Title:_____
Title:_____
Date:_____
Date:

**RFP No. 067-0331-P (TS)**

Reference Project No. 1			
Disaster Event:		Date:	
Client Name:			
Contact Information:	Address: Contact Name: Telephone: Email:		
No. of Subcontractors:		Total Collection Crews:	
Total Volume of Debris Collected (CY):		Total Value of Contract (\$):	

Reference Project No. 2			
Disaster Event:		Date:	
Client Name:			
Contact Information:	Address: Contact Name: Telephone: Email:		
No. of Subcontractors:		Total Collection Crews:	
Total Volume of Debris Collected (CY):		Total Value of Contract (\$):	



Reference Project No. 3			
Disaster Event:		Date:	
Client Name:			
Contact Information:	Address:		
	Contact Name:		
	Telephone:		
	Email:		
No. of Subcontractors:		Total Collection Crews:	
Total Volume of Debris Collected (CY):		Total Value of Contract (\$):	

Reference Project No. 4			
Disaster Event:		Date:	
Client Name:			
Contact Information:	Address:		
	Contact Name:		
	Telephone:		
	Email:		
No. of Subcontractors:		Total Collection Crews:	
Total Volume of Debris Collected (CY):		Total Value of Contract (\$):	

**SECTION F – INSTRUCTIONS FOR SUBMITTING PROPOSALS**

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL
Proposal No.: 067-0331-P (TS)

All proposals shall be signed in ink by authorized principals of the firm.

Proposals are to be submitted in a sealed envelope. The face of the envelope shall indicate the RFP number, name, and address of the firm, and title of the proposal.

Proposals are to be submitted to Pinellas County Purchasing Department, 400 S. Ft. Harrison Avenue, 6th Floor, Clearwater, FL 33756 by the date and time indicated on the cover sheet.

Proposals shall be submitted in one (1) original and **6** copies.

Vendor Name

Proper Corporate Identity is needed when you submit your bid, especially how it is registered with the Division of Florida Corporations. Please see www.sunbiz.org website for this division. It is essential for you to fill out the W9 on the next page and return it with your proposal. Thank you.

Address

City, State, Zip

Telephone

Fax

Federal Employee ID No. (FEIN)

Account Representative Email Address

Company Email Address (for Electronic Solicitation Notifications)

I hereby agree to abide by all conditions of this Request for Proposal and certify that I am authorized to sign this proposal for the proposer.

AUTHORIZED SIGNATURE: _____

NAME & TITLE (print): _____

CHECKLIST FOR FORMS	
COPY OF COMPANY INVOICE (Remit to Information needed)	
TAXPAYER ID & CERTIFICATION W9	



Form (Rev. November 2005) Department of the Treasury Internal Revenue Service	W-9	Request for Taxpayer Identification Number and Certification		Give form to the requester. Do not send to the IRS.
		Name (as shown on your income tax return)		
		Business name, if different from above		
		Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ <input type="checkbox"/> Exempt from backup withholding		
		Address (number, street, and apt. or suite no.)		
Print or type See Specific Instructions on page 2.		City, state, and ZIP code		Requester's name and address (optional)
		List account number(s) here (optional)		
	Part I Taxpayer Identification Number (TIN)			

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
OR								
Employer identification number								

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here	Signature of U.S. person ▶	Date ▶

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

**SECTION G - ADDENDUM ACKNOWLEDGMENT FORM**

Proposal Title: DISASTER DEBRIS REMOVAL AND DISPOSAL
Proposal No.: 067-0331-P (TS)

PLEASE ACKNOWLEDGE RECEIPT OF ADDENDA FOR THIS ITB/RFP BY SIGNING AND DATING BELOW:

ADDENDUM NO.

SIGNATURE/PRINTED NAME

DATE RECEIVED

Note: Prior to submitting the response to this solicitation, it is the responsibility of the firm submitting a response to confirm if any addenda have been issued. If such document(s) has been issued, acknowledge receipt by signature and date in section above. Failure to do so may result in being considered non-responsive or result in lowering the rating of a firm's proposal.

Information regarding Addenda issued is available on the Purchasing Department section of the County's website at, www.pinellascounty.org/purchase, listed under category 'Bid Schedule'.

**SECTION H – NO BID STATEMENT**

NOTE: If you do not intend to submit a proposal on this requirement, please return this form immediately. ***Thank you.***

[Pinellas County Purchasing Department
400 South Fort Harrison Avenue, 6th Floor
Clearwater, Florida 33756]

We, the undersigned have declined to submit a proposal for RFP No. **067-0331-P for DISASTER REMOVAL AND DISPOSAL**

- ☐ Specifications too "tight", i.e., geared toward one brand or manufacturer only (explain below).
- ☐ Insufficient time to respond to the Request for Proposal.
- ☐ We do not offer this product or service.
- ☐ Our schedule would not permit us to perform.
- ☐ Unable to meet specifications.
- ☐ Unable to meet Bond requirement.
- ☐ Specifications unclear (explain below).
- ☐ Unable to Meet Insurance Requirements.
- ☐ Remove Us from Your "Notification List" Altogether
- ☐ Other (specify below).

REMARKS:

We understand that if the "No Proposal" letter is not executed and returned our name may be deleted from the Bidders List of Pinellas County.

COMPANY NAME: _____

DATE: _____

SIGNATURE: _____

TYPED NAME OF ABOVE: _____

TELEPHONE: _____

FAX: _____

EMAIL: _____



Request For Proposal

Financial Criteria Form

Instructions and Information:

P agreement fill in the following worksheets leaving no blanks.

Where information is not available, p agreement insert "N/A" in the blank. Where amounts are zero, p agreement insert "0" in the blank.

This RFP requires that all submissions include financial criteria and financial statements from the two most recent fiscal years. This could be 2004 and 2005, or 2005 and 2006. For this reason, you are requested to fill in the year on each section.

Definitions are provided for the relevant terms at the beginning of the worksheet. Vendors submitting proposals are evaluated on the following criteria (defined below): (1) profitability, (2) operational effectiveness, (3) liquidity / solvency, (4) percentage of requested financial materials submitted, and (5) quality and type of financial materials submitted. Audited materials or those reviewed by a CPA are the most desirable and increase the score of the vendor. This worksheet is being included in the RFP to standardize the required information and provide greater equity in the evaluation process between all the vendors. The financial evaluation is separate from the other portions of the RFP process and is scored by the Pinellas County Office of Management and Budget as follows.

- (1) **Profitability** =
$$\frac{\text{Net Income}}{\text{Total Assets}}$$
- (2) **Operational Effectiveness** =
$$\frac{\text{Net Profit}}{\text{Net Sales}}$$
- (3) **Liquidity** =
$$\frac{\text{Cash} + \text{Cash Equivalents} + \text{Accounts Receivable}}{\text{Current Liabilities}}$$
- (4) **Required Materials Submitted**
Statement of net worth for both years
Financial Statements / Tax Returns for both years
Balance Sheets as of October

A raw score will be converted to a number score to reflect the required percentage of this particular portion of the overall score.

**DEFINITIONS** – Use these definitions to assist you in filling out the subsequent forms

Accounts Receivable is defined as a debt owed to an enterprise that arises in the normal course of business dealings and is not supported by negotiable paper. For example, the charge accounts of a department store. Income due from investments (unless the investments are the business itself) is not usually shown in accounts receivable. A claim against a debtor usually arising from sales or services rendered; not necessarily due or past due.

Cash is defined as ready money, currency, coins, negotiable checks, bank balances, or anything that circulates as money.

Cash Equivalents are defined as case that is not actually or constructively received (i.e. property instead of cash).

Debt is a sum of money due by certain and express agreement. A specified sum of money owing from one person or entity to another. Debt includes not only the obligation of the debtor to pay, but right of the creditor to receive and enforce payment.

Net Income is income subject to taxation after allowable deductions and exemptions have been subtracted from gross income. The excess of all revenues and gains for a period over all expenses and losses of the period.

Assets are defined as all property and money held by a person, company, association, or corporation. More specifically, it is the entire property, real and personal, tangible and intangible including patents and causes of action which belong to any person, association, corporation or estate that is applicable or subject to the payment of his or her or its debts.

Liabilities are obligations, either absolute or contingent, which may or may not ripen into a debt that one must pay. Accounts, wages, salaries payable, dividends declared payable, accrued taxes payable, fixed or long-term obligations such as mortgage bonds, debentures, and bank loans are all examples of liabilities.

Net Profits are the amount of all sales minus the cost of goods and services sold.

Net Sales are gross sales minus returns, allowances, rebates, and discounts.



1. Please provide financial statements for the most recent two years, which include the following:

	Year 1	Year 2
Accounts Receivable	<hr/>	<hr/>
Trade Notes minus allowance for bad debts	<hr/>	<hr/>
<i>Total Checking</i>	<hr/>	<hr/>
<i>Total Savings, IRA, 401K</i>	<hr/>	<hr/>
<i>Cash on Hand</i>	<hr/>	<hr/>
<i>Cash in Register</i>	<hr/>	<hr/>
<i>Petty Cash</i>	<hr/>	<hr/>
<i>Inventory</i>	<hr/>	<hr/>
<i>(-) Accumulated Depreciation</i>	<hr/>	<hr/>
<i>(-) Retained Earnings</i>	<hr/>	<hr/>
Net (or Taxable) Income	<hr/>	<hr/>
Deposits	<hr/>	<hr/>
Loans to Shareholders	<hr/>	<hr/>
Mortgage and Real Estate Loans	<hr/>	<hr/>
Common Stock	<hr/>	<hr/>
Securities (Other)	<hr/>	<hr/>
Depreciable / Deletable Intangible Assets	<hr/>	<hr/>
Other Assets	+ <hr/>	+ <hr/>
Total Assets	<div></div>	<div></div>



	Year 1	Year 2
Accounts Payable	<hr/>	<hr/>
Salaries/Wages Payable	<hr/>	<hr/>
Repair/Maintenance Due	<hr/>	<hr/>
Bad Debts	<hr/>	<hr/>
Debts Payable	<hr/>	<hr/>
Mortgages, Notes, Bonds Payable	<hr/>	<hr/>
Interest Payable	<hr/>	<hr/>
Loans from Shareholders	<hr/>	<hr/>
Capital Stock	<hr/>	<hr/>
Additional pain-in Capital	<hr/>	<hr/>
Other Current Liabilities	+ <hr/>	+ <hr/>
Total Liabilities	<div></div>	<div></div>

☐ MANDATORY
☒ NON-MANDATORY

☐ BID
☒ RFP

PRE-BID CONFERENCE
SIGN-IN SHEET

TITLE: Disaster Debris Removal & Disposal

BID/RFP NUMBER:067-0331-P (TS)

DATE: 4/26/2007

Please provide "ALL" information and print clearly

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
1) Pinellas County Purchasing	Name: Tim Shoby
400 S Ft Harrison Avenue	Phone #: 727-464-4271
Annex Bldg - 6 th Floor	Fax #: 727-464-3925
Clearwater, FL 33756	Email Address: tshoby@co.pinellas.fl.us

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX NUMBER & EMAIL ADDRESS
2) STORM RECONSTRUCTION SVCS, INC	Name: CAROL A. PATTON
1609 VETERANS MEMORIAL PKWY	Phone #: 866-556-0049
TUSCALOOSA, AL 35404	Fax #: 205-469-2038
	Email Address: carolpccump@aol.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
3) Asplundh Environmental Serv	Name: Luther Perry
217 Fairhope Av	Phone #: 251-767-9404
Fairhope, AL 36532	Fax #: 251-928-0256
	Email Address: buddyperryacs@aol.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
4) Wood Resource Recovery	Name: WAYNE RUSARD
10606 N. SR 121	Phone #: 352-258-0336
GAINESVILLE FL 32653	Fax #: 352-336-7429
	Email Address: W. Gaston Atwood Resource Recovery, Inc. W. Gaston Atwood Resource Recovery, Inc.

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
5) AshBritt ENVIRONMENTAL	Name: Mike Noble
480 S. Andrews AVENUE #103	Phone #: (954) 914-9306
Pompano Beach, FL 33069	Fax #: (954) 545-3585
(954) 545-3535	Email Address: Dow@Ashbritt.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
6) David Casto, P.C. Solid Waste	Name: Pinellas County Solid Waste
3095 114th Ave	Phone #: (727) 464-7500
St. Pete. 33716	Fax #: (727) 464-3316
	Email Address: dcasto@pinellascounty.org

☐ MANDATORY
☒ NON-MANDATORY

☐ BID
☒ RFP

PRE-BID CONFERENCE
SIGN-IN SHEET

TITLE: Disaster Debris Removal & Disposal

BID/RFP NUMBER:067-0331-P (TS)

DATE: 4/26/2007

Please provide "ALL" information and print clearly

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
7) CROWDER GULF	Name: ERIC HALL
5535 BUSINESS PARKWAY	Phone #: 800 992-6207
THEODORE, AL 36582	Fax #: 251 654-0470
	Email Address: eric@crowdergulf.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX NUMBER & EMAIL ADDRESS
8) BG Katz	Name: John Gallicchio
15800 Lox RD.	Phone #: 561-218-2811
Parkland FL 33076	Fax #: 561-218-8717
	Email Address: jkatz@aol.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
9) E.L. Trevena Inc.	Name: E. L. Trevena III & FRANK MALEN
1800 12th Street Southeast	Phone #: 727-214-8423
Largo, FL 33771	Fax #: 727-586-2884
	Email Address: Contact@ELTrevena.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
10) TIM BERKHIMER	Name: —
PHILLIPS & JORDAN, INC.	Phone #: 828-479-3371
191 P AND J ROAD	Fax #: 828-479-3010
ROBBINSVILLE, NC 28771	Email Address: tberkhimer@pandj.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
11) Crowder Disaster Recovery	Name: Charlie Dean
901 Geddie Rd.	Phone #: 850 566-4498 / 800 576 7176
TALLAHASSEE, FL 32304	Fax #: 850-576-1542
	Email Address: cdean@crowderdisaster.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
12) Robert Houser	Name:
Pinellas County Solid Waste	Phone #:
	Fax #:
	Email Address:

☐ MANDATORY
☒ NON-MANDATORY

☐ BID
☒ RFP

PRE-BID CONFERENCE
SIGN-IN SHEET

TITLE: Disaster Debris Removal & Disposal

BID/RFP NUMBER:067-0331-P (TS)

DATE: 4/26/2007

Please provide "ALL" information and print clearly

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
13) Christina Murphy DRC Emergency Services 740 Museum Drive Mobile, AL 36608	Name: Christina Murphy Phone #: 251-243-6582 Fax #: 251-343-5554 Email Address: CMurphy@drcusa.com

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX NUMBER & EMAIL ADDRESS
14)	Name:
	Phone #:
	Fax #:
	Email Address:

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
15)	Name:
	Phone #:
	Fax #:
	Email Address:

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
16)	Name:
	Phone #:
	Fax #:
	Email Address:

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
17)	Name:
	Phone #:
	Fax #:
	Email Address:

COMPANY NAME & FULL ADDRESS	COMPANY REPRESENTATIVE PHONE, FAX & EMAIL ADDRESS
18)	Name:
	Phone #:
	Fax #:
	Email Address:

**BOARD OF COUNTY
COMMISSIONERS**

RONNIE DUNCAN - VICE CHAIRMAN
ROBERT B. STEWART- CHAIRMAN
KENNETH T. WELCH
CALVIN D. HARRIS
SUSAN LATVALA
JOHN MORRONI
KAREN WILLIAMS SEEL



Joseph Lauro, CPPO/CPPB
Director

May 8, 2007

TO: ALL INTERESTED PROPOSERS
REQUEST FOR PROPOSAL: Disaster Debris Removal and Disposal
PROPOSAL NUMBER: 067-0331-P (TS)
PROPOSAL SUBMITTAL IS DUE: May 15, 2007 @ 3:00 PM

ADDENDUM NO. 1

Following is additional information, relative to referenced Request for Proposal (RFP):

Contractor shall maintain a Proposal Bond in the sum of \$250,000 in effect for the full term of the contract, including those periods of work when Performance and Payments Bonds are also in effect. Concurrently with an assessment of the damage immediately following a disaster event, the County, in consultation with the Contractor, shall determine the Contractor's scope of services and an estimated dollar value of the work for each event, based upon the best data available at that time. The initial Task Order issued by the County for each specific disaster event shall require the Contractor to provide appropriate size Performance and Payment Bonds, each equal in sum to twice the estimated dollar value of the work. The Contractor agrees with five (5) calendar days after determination of the estimated dollar value of the work to execute Performance and Payment Bonds acceptable to the County. The cost of the Bonds is included in the unit rates in the Fee Schedule, Exhibit B. If the Contractor fails to supply acceptable and appropriate size Performance and Payment Bonds, the County shall be entitled to any and all damages available from the Proposal Bond.

1. Question Identify the debris monitoring firm.
Patton Harris Rust & Associates (PHR&A)

PLEASE ADDRESS REPLY TO:
400 South Ft. Harrison, Sixth Floor
Clearwater, Florida 33756
Phone: (727) 464-3311
FAX: (727) 464-3925
Website: www.pinellascounty.org/purchase



2. Question Identify the cities that are interested in using this contract.
- The cities of Gulfport, Pinellas Park, South Pasadena and the Town of Indian Shores have expressed interest in this contract, however the contract/ purchase order resulting from this RFP will be with Pinellas County and each entity will provide there own contract/ purchase order. In addition, the cities must have their own disposal sites, unless they have an inter-local agreement with the County. This contract is not limited to Pinellas County see Section A number 13, "Provision for Other Agencies."**
3. Question: Who will provide the debris tickets
- Contractor to provide. We reconsidered the cost and logistics. It will be easier if the contractor(s) provide the tickets similar to Exhibit A2-12**
4. Question: 3.6.1 - Does the County really expect Weekly reports with all the listed information.
- Yes, the County needs to able to determine if the work is progressing at a sufficient rate and that the Contractor has sufficient resources on site to accomplish the work.**
5. Question: 4.1.1 - All debris to the TDSR? What about landfill?
- Yes, to a Temporary Debris Storage & Reduction Site (TDSR) as determined by the DM or designee. The landfill is not being considered at this time.**
6. Question: 4.2.2. - What does fully mobilize mean?
- Contractor on site with its management team with crews and equipment in the damaged areas. Tars prepared and towers standing ready to receive debris.**
7. Question: 4.3.3. - Does "TDSR site CONTRACTORS" mean Debris Monitors?
- Yes, should read "TDSR site Monitors."**
8. Question: Why does the County prefer self-loading equipment?
- The County's goal is compaction and to minimize hand loading. Hand loading cannot achieve compaction levels comparable to mechanically loaded vehicles. Loading with other mechanical equipment is acceptable as long as reasonable compaction can be accomplished.**
9. Question: 4.5.6 – Can contractors use their equipment or labor under this contract for private work during non-working hours designated under this contract?
- No.**

10. Question: 4.5.10. – Define stump remnants.

A stump that has been removed out of the ground.

11. Question: 4.5.10. – Why 73 inches? Is this a FEMA policy?

This was the size that best fitted the County's needs. It is not a FEMA policy

12. Question: 4.5.16. – Does the county expect all vehicles carrying debris be covered?

The Contractor must comply with all Federal, State, and local regulations in effect. Under emergency situations these regulations may be relaxed. The intent of this paragraph is to ensure that the contractor secures all loads being transported and that the load does not become loose and fall out of the truck. In the event regulations are relaxed, but debris is falling off the Contractors trucks, the DM can require that all trucks be covered.

13. Question: 4.5.19. – Where do white goods go?

The DM or designee will determine the site for white goods and communicate the location to the contractor. White goods may be co - located at the TDSR's in segregated stockpiles.

14. Question: 4.5.21. – Does the county expect the contractor to notify all local utilities of all damaged equipment?

Change last sentence to read "After the First Push and the First Pass the CONTRACTOR shall make a good faith effort to notify Equipment."

15. Question: 4.5.23. – Does the County expect FEMA to physically inspect all stumps before removal?

Those stumps classified as debris by FEMA can be removed. All other stumps will only be removed once they are properly documented and approved by the DM or designee.

16. Question: 4.6.3. – Tree stumps, consider changing "base cut diameter" to "loose stumps."

Change to read "Uprooted or partially uprooted tree stumps with base cut"

17. Question: 4.5.6. - Exclude "during working hours", change to ".....all contract.."

Change "during the working hours designated under this contract." to "during the term of this contract."

18. Question: Do we need to quote all equipment?

Quote what your company can or will provide.

19. Question: Equipment is paid only when being used?
:
Yes. Unassigned and staged equipment cannot be paid since they are not being used. This is not a time and material agreement.
20. Question: Is all equipment to be quoted hourly?
Answer: **Yes**
21. Question: Pavement breaker, is this to include compressor, etc.?
Yes, if the compressor, or any other item, is an integral part of the equipment's function.
22. Question: No excavators are listed with grapples?
Grapples are considered an integral part of the equipment.
23. Question: What licensing will be required?
All federal, state, and local licenses that apply.
24. Question: What permitting will be required?
:
No permits are anticipated. However, Dept of Environmental permits may be required for operation of TDSRs and burning.
25. Question: Consumer price index for all urban consumers you list as being the yearly adjustment. Is this the US City Average that will be used? Please clarify.
:
Yes, Consumer Price Index- all Urban Users, not seasonally adjusted, US City Average. (See attached, Exhibit C)
26. Question: Does all material go to one of the listed disposal sites?
The sites listed are examples of possible sites. The DM may designate more or less sites. Debris will only be taken to those sites designated by the DM or designee.
27. Question: Stump removal & repair, are we to assume removal is only in grass areas?
Answer: **The contractor is to assume eligible stumps in rights-of-way and County property after approval by the DM or designee.**
26. Question: Exhibit B-7 is there a minimum number of hours of training?
No.
27. Question: Exhibit B-4, where is C&D, white goods to go for disposal?
All debris will go to TDSR's and/or other sites as designated by the DM.

28. Question: Household hazardous waste, what are we to do with them?
- The DM will determine a location for household hazardous waste. Household hazardous waste may be co -located at the TDSR's in segregated areas.**
29. Question: Who supplies the fuel, if there is no power?
- The contractor must plan for fueling of its equipment.**
30. Question: Pg 29, 5.1.1 – Last sentence, clarify that all debris, including C&D and mixed debris, is to be hauled to the County designated TDSR's.
- All debris collected from the ROW within the unincorporated County is to be hauled to one of the designated TDSR sites and segregated into the different debris types as defined within the RFP.**
31. Question: Pg 30, 5.3.2 – Reference is made to “debris reduction and processing production requirements.” What are these requirements and where are they listed in the RFP?
- At a minimum, the Contractor must meet a 4:1 reduction requirement.**
32. Question: Pg 30, 5.4.2 – Reference is made to “Sufficient disposal area...” Disposal generally does not occur at a TDSR. What is intended here?
- Change “disposal” to read “temporary storage.”**
33. Question: Pg 30. 5.4.2 – What is meant by “barricades or signaling?”
- Whatever traffic control devices or personnel necessary to provide safe passage within the site.**
34. Question: Pg 31, 5.5.1 – What are the specifications for the “lined temporary storage area?”
- A lined temporary storage area is any impermeable material that prevents contamination of soils, runoff, or groundwater.**
35. Question: Pg 31, 5.5.6 – Again, is all debris to be hauled to the TDSR's?
- Yes**
36. Question: Pg 31, 5.5.13 – What is meant by “... before moving on to other sites...?”
- Other TDSR sites.**
37. Question: Pg 33, 5.6.12 – Sites for citizen drop-off of debris must be located separately from the TDSR's. Citizens must not be allowed on these sites.
- If possible, the County will identify separate citizen drop off sites. Otherwise, the Contractor will make accommodations for citizen delivery of debris at TDSR sites as directed by t he DM or designee.**

38. Question: Pg 34, 5.7.2.3 – With the extremely limited sizes of the TDSR's listed on p. 74; chips/mulch will have to be stored in piles higher than 12 feet.
- Any stockpile of mulch/chips in excess of 12 feet must receive approval from the DM. The Contractor must make every effort to maintain the 12 foot height. Addition stockpile height may be obtained with DM approval.**
39. Question: Pg 35, 5.7.3.1 – Please explain “other sources not collected by the Contractor.”
- Any other entity collecting debris that is not this Contractor.**
40. Question: Pg 35, 5.8.2 – If the measurement of the processed debris is by the cubic yard, where will this measurement be made?”
- Prior to debris collection operations, all collection vehicles/trailers will be measured and the cubic yard capacity confirmed at one or more sites. designated by the DM.**
41. Question: Pg 35, 5.9.2 – Last sentence – consider changing the word “reduction” to “processing”, as the RFP as currently written states that all debris is to be hauled to the TDSR's.
- In the last sentence, change “for debris reduction” to read “to sort, process, reduce, and load debris.”**
42. Question: Pg 36, 6.3.2.a – Please explain FEMA reference number.”
- This is a number assigned by FEMA to identify a particular event.**
43. Question: Pg 36, 6.4.4 – Who determines what hazardous leaning trees or hanging limbs are to be removed?
- The DM or designee. Hazardous leaning trees or hanging limbs will only be removed once they are properly documented and approved by the DM or designee.**
44. Question: Pg 37, 6.5.7 – FEMA generally does not pay for grinding of stumps.
- The County may elect to have work performed under this RFP not predicated on repayment by FEMA.**
45. Question: Pg 37, 6.6.1 – conflict exists at the height at which DBH is measured, between this paragraph and note (2) on page 70.
- Note (2) of Exhibit B-3 is for Stump Removal. Exhibit B-5 is for Tree Removal as identified in 6.6.1.**
46. Question: Pg 37, 6.6.3 – Who is responsible for making this measurement?
- The DM or designee, and as approved by FEMA as appropriate.**

47. Question: Pg 28, 7.1.1 – Please list the circumstances under which this might occur.
When it serves the best interests of the County and its residents as determined by the DM or designee.
48. Question: Pg 38, 7.2.1 – Explain “field reduction as required for loading.”
The Contractor is responsible to do what ever is necessary to load and safely haul material as required by this RFP.
49. Question: Pg 39, 7.2.9 – Normally dimensions are rounded up.
For the purposes of this RFP the County is rounding down.
50. Question: Pg 40, 7.3.1 and 7.3.5, appears to be a conflict regarding who provides the load ticket.
Debris tickets will be provided by the Contractor.
51. Question: Pg 40, 7.3.7 – This is the Monitor's responsibility, not the Contractor's.
It is also the Contractor's responsibility under the RFP.
52. Question: Pg 62, Please explain the column heading titled “No. of Person al.”
Please read as “No. of Personnel”
53. Question: Pg 70, Note (2), conflict at height above ground at which stump is measured, exists between this note and other notations throughout the RFP.
Note (2) of Exhibit B-3 is for Stump Removal. Different methods for determining heights are for different types of work.
54. Question: Pg 71, Debris Collection and Haul Rate Schedule: haul rates are principally determined by the haul distance. What distances, or ranges of distances, are to be bid here? From ROW to TDSR's and from TDSR's to final disposal. Collection and loading of debris are vastly different at the ROW and at the TDSR's. Is a “blended rate” of the differing circumstances what is desired here?
Exhibit B-4, Debris Collection and Haul Rate Schedule, refers to work completed under section 4.0 Debris Removal. Exhibits B-8 and B-9 (attached) cover Debris processing and Debris Hauling (to the final disposal site) respectively.
55. Question: Pg 74, What is intended, or how shall a Contractor desiring to submit a proposal interpret the TDSR's sizes listed?
The TDSR sites listed are tentative sites and are provide for information purposes only.

56. Question: Please discuss potential final disposal locations for all types of debris that are being considered by the County.

Sites have not been determined at this time.

57. Question: Please discuss payment of disposal site tipping fees.

The County will contract directly with the disposal site.

58. Question: Please discuss payment to the Contractor for the cost of the performance and payment Bonds required by the County.

Payment for performance will be per the Florida Prompt Payment Act. The task order will authorize the Contractor to provide the required performance/ payment bond, see section 1.2.4. The cost of the bonds is to be included in the unit rates in the fee schedule.

59. Question: In light of the multitude of questions posed, and the resultant overall impact on the specifications contained in the RFP, a one (1) week extension to the advertised proposal due date is requested.

No extension is anticipated at this time, The due date remains May 15, 2007 @ 3:00 pm.

EXHIBIT B-8

DEBRIS PROCESSING

Processing Method	Unit	Proposed Rate (per Unit)
Grinding (to achieve at least 4:1 reduction)	CY	
Air Curtain Incineration	CY	

EXHIBIT B-9

DEBRIS DISPOSAL AND HAULING

Debris Type	Unit	Proposed Rate (per Unit per mile)
C & D	CY	
Mulch/Chips	CY	
Mixed Debris	CY	
White Goods See Note (1)	Ton	
Household Hazardous Waste	Ton	

(1) Revenues received from disposal of White Goods shall be returned to the County

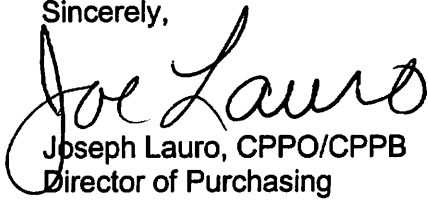
EXHIBIT C

<i>Updated: 4/17/07cpi.htm7</i>	
Consumer Price Index-All Urban Consumers	
Not Seasonally Adjusted	
Area : U.S. city average	
Item : All items	
Base Period : 1982-84=100	
<i>source: Bureau of Labor Statistics</i>	
Jan 2006	4.00%
Feb	3.60%
Mar	3.40%
Apr	3.50%
May	4.20%
June	4.30%
July	4.10%
Aug	3.80%
Sep	2.10%
Oct	1.30%
Nov	2.00%
Dec	2.50%
Jan 2007	2.10%
Feb	2.40%
Mar	2.80%

Last Updated on 4/17/07

Please remember to acknowledge receipt of this Addendum in Section G, Page 84 as Addendum No. 1 and return with completed bid package.

Sincerely,

A handwritten signature in black ink, reading "Joe Lauro". The signature is fluid and cursive, with the first name "Joe" and last name "Lauro" clearly visible.

Joseph Lauro, CPPO/CPPB
Director of Purchasing