



**Edgecombe County
Request for Qualifications (RFQ)
Solid Waste Hauling & On-Call Hauling Services for
Edgecombe County Solid Waste Department**

RFQ # 03-24 ECSW

Issue Date: March 18, 2024

Response Deadline: April 19, 2024

**Edgecombe County
Solid Waste Director
County Administration Building – Room 428
201 St. Andrew St. – PO Box 10
Tarboro, NC 27886**



**EDECOMBE COUNTY REQUEST FOR QUALIFICATIONS
SOLID WASTE HAULING & ON-CALL HAULING SERVICES
EDGECOMBE COUNTY SOLID WASTE DEPARTMENT**

GENERAL

Edgecombe County is soliciting qualifications from qualified companies, interested in providing Solid Waste Hauling & On-Call Hauling Services for the Edgecombe County Solid Waste Department. The general purposes of Solid Waste Hauling & On-Call Hauling Services will include the weekly and biweekly hauling of forty (40) yard containers, along with compactors from four (4) Convenience Sites. Also, On-Call Hauling Services will include hauling of variable containers and/or compactors from any of Edgecombe County's nine (9) Convenience Sites, as needed.

Edgecombe County will follow a Qualifications Based Selection process as required by North Carolina General Statutes.

A team of Edgecombe County staff members will select the most qualified company. This Request for Qualifications (RFQ) provides complete information on the services being sought, the submittal requirements and timeline.

GENERAL SERVICES

1. Solid Waste Hauling Services

- a. Baie Road Convenience Site – one (1) haul per week
 - (2) Compactors
 - (1) – 40-yard Container

- b. Gay Road Convenience Site – one (1) haul **biweekly (every two weeks)**
 - (1) Compactor

- c. Hart's Chapel Road Convenience Site – one (1) haul per week
 - (1) Compactor

- d. Spivey Road Convenience Site – one (1) haul per week
 - (1) Compactor

2. On-Call Consulting Services

- Hauling variable containers and/or compactors from various Convenience Sites – as needed

PROJECT SCHEDULE

The project will follow the following schedule:

March 18, 2024	Advertisement of RFQ for Solid Waste Hauling Services
April 5, 2024	Deadline for submission of questions
April 19, 2024	RFQ responses due by 5:00 PM local time
April 30, 2024	Company Selection / Contract Negotiations
July 1, 2024	Contract Award (Commissioners Meeting)

This contract will begin July 1, 2024 and will continue until June 30, 2025. Contract may be renewed annually, up to two (2) additional years.

Also, this contract will be a two-part contract. The first part will have a not to exceed cost based upon the total cost of “Hauling Services” and the other part will have a not to exceed cost based off of the “On-Call Services” costs, which will be based on a negotiated annual cost between the County and the selected Company.

SUBMITAL

Sealed proposals must be received no later than **April 19, 2024 at 5:00 PM**. Submit three (3) copies of proposals in a mailing container or envelope that is plainly marked on the outside with **“EDGECOMBE COUNTY SOLID WASTE”**. The County is not responsible for delays in the delivery of proposals. We will not open any responses received later than the date and time stated above.

Proposals are to be **delivered** to:

Email:

gloriamoseley@edgecombeco.com

Mailing Address:

Edgecombe County Solid Waste
Attn: Gloria Moseley, Solid Waste Director
PO Box 10
Tarboro, NC 27886.

Physical Address:

Edgecombe County Administration Building – Room 428
Gloria Moseley, Solid Waste Director
201 St. Andrew Street
Tarboro, NC 27886.

Questions about the RFQ are to be submitted in writing, electronically to Gloria Moseley at gloriamoseley@edgecombeco.com by written correspondence, Attn: Ms. Gloria Moseley, Solid Waste Director. Questions must be received by April 5, 2024. Responses to the questions will be posted on the County’s website at: www.edgecombecountync.gov/bid_opportunities.

Proposals shall not be considered confidential, and no information contained therein shall be treated by the County as either confidential, proprietary, or trade secret information. The contents of the proposals shall be considered public records of the County. Any firm submitting a proposal hereunder further acknowledges and agrees that the County is a public entity, which is required to abide by laws governing public records and shall not be liable for disclosures required by law. All materials submitted in response to this RFQ shall become the property of the County upon delivery to the address set forth above. This RFQ does not obligate Edgecombe County to pay any costs incurred by respondents in the preparation and submission of a proposal. This RFQ does not obligate Edgecombe County to accept or contract for any expressed or implied services. The successful firm must assure that services performed meet all current industry standards, follow best practices, and comply with all applicable laws and regulations.

Edgecombe County invites and encourages participation in the procurement process by businesses owned by minorities, women and disabled business enterprises. Edgecombe County reserves the right to reject any and all proposals and to terminate this RFQ at any time.

REQUIRED PROPOSAL DOCUMENTS

Cover Letter

Company's shall provide a cover letter that describes their interest in working with the County. It should also include the following:

- Company name, address, contact information, and point of contact;
- A summary of the contents of the proposal; and
- Tax ID number or Federal Employer I.D. Number

Proposal Format

Included in its proposal, each Company must provide the following information to the County, and shall guarantee the accuracy of such information by signature of its authorized representative:

1. **Cost:** Provide a completed cost breakdown on the provided form or on a similar form with the all of the costs shown.
2. **Qualifications:** Describe your Company's qualifications to perform the services requested. Include a list of your team that will be assigned to this project and each member's qualifications and experience. Also describe your current workload as far as to show the ability to meet the time demands of this proposal.
3. **Experience:** Provide a detailed description of your Company's work on similar contracts. Provide supporting information, if possible. If applicable, describe your familiarity with Edgecombe County.
4. **Reference:** Provide references (min 3-max 5) of similar work, from similar Solid Waste Facilities that are comparable in size or Companies of which similar work has been performed.

Evaluation Criteria:

After the submission of the RFQ responses, firms may be requested to participate in an interview. Each response will be evaluated and ranked on the criteria set forth below. The criteria will be weighted as noted below in determining the award. After the evaluation, the County will identify the company that it feels can provide the greatest response and execution. Should the company with the highest score decline the offer, the firm with the second highest score will be extended the opportunity to provide services.

Scoring Criteria (100 Points)

1. 40 points – Cost
2. 30 points – Qualifications
3. 30 points – Experience

Any proposal submitted without the expressed requirements of this RFQ, or submitted after the deadline will be rejected. The County will review submitted proposals and select the highest ranked and most qualified company. The County reserves the right to disqualify any company on the basis of any real or apparent conflict of interest, openly disclosed or otherwise. Once selected, the County will negotiate with the company a not-to-exceed contract amount for “On-Call Services”. All expenses associated with response to this RFQ are the responsibility of the responder.

Solid Waste Hauling Services

**Baie Road Convenience Site
349 Baie Road
Rocky Mount, NC**

<u>Service</u>	<u>Cost Per Service</u>	<u>Hauls Per Week</u>	<u>Weekly Cost</u>	<u>Annual Cost (Weekly Cost x 52 weeks)</u>
Compactor		x 1		
Compactor		x 1		
40-yard Container		x 1		

**Gay Road Convenience Site
1542 Gay Road
Rocky Mount, NC**

<u>Service</u>	<u>Cost Per Service</u>	<u>Biweekly Hauls</u>	<u>Weekly Cost</u>	<u>Annual Cost (Weekly Cost x 26 weeks)</u>
Compactor		x 1		

**Hart's Chapel Convenience Site
1429 Hart's Chapel Road
Tarboro, NC**

<u>Service</u>	<u>Cost Per Service</u>	<u>Hauls Per Week</u>	<u>Weekly Cost</u>	<u>Annual Cost (Weekly Cost x 52 weeks)</u>
Compactor		x 1		

**Spivey Road Convenience Site
1056 Spivey Road
Leggett, NC**

<u>Service</u>	<u>Cost Per Service</u>	<u>Hauls Per Week</u>	<u>Weekly Cost</u>	<u>Annual Cost (Weekly Cost x 52 weeks)</u>
Compactor		x 1		

On-Call Services

<u>Convenience Site & Location</u>	<u>Cost Per Haul</u>
Baie Road Convenience Site 349 Baie Road Rocky Mount, NC	
Burnette Farm Road Convenience Site 46 Burnette Farm Road Conetoe, NC	
Colonial Road Convenience Site 2797 Colonial Road Tarboro, NC	
Dickens Road Convenience Site 1242 Dickens Road Speed, NC	
Gay Road Convenience Site 1542 Gay Road Rocky Mount, NC	
Hart's Chapel Convenience Site 1429 Hart's Chapel Road Tarboro, NC	
Living Hope Church Convenience Site 442 Living Hope Church Road Macclesfield, NC	
Spivey Road Convenience Site 1056 Spivey Road Leggett, NC	
Wells Road Convenience Site 335 Wells Road Whitakers, NC	