

BAKER COUNTY BOARD OF COUNTY COMMISSIONERS



**Annual Contract for purchase of
40 Yard Closed Top Roll off Container
(Receiver Box)
BID # 2017-06**

BAKER COUNTY BOARD OF COUNTY COMMISSIONERS
ADMINISTRATION OFFICE
55 N THIRD STREET
MACCLENNY, FL 32063
PHONE: 904-259-3613
EMAIL: robert.fletcher@bakercountyfl.org

INVITATION TO BID # 2017-06
ANNUAL CONTRACT FOR PURCHASE OF 40 YARD CLOSED TOP ROLL OFF CONTAINER
(Receiver Box)

The Baker County Board of County Commissioners, Florida (County) will receive sealed bids until **3:30 PM** local time, on **June 8th, 2017** at the County Administration Office located at 55 N. Third Street, Macclenny, Florida 32063. Bids delivered to any other location will not be considered received by the Administration Office. Any bids received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time will be resolved against the Bidder. Bids will not be accepted via fax. Shortly after the bid due time has expired, the bids will be publically opened and announced.

A clearly marked original and three (3) copies must be sealed in an envelope and clearly marked **“BID 2017-06 ANNUAL CONTRACT FOR 40 Yard Closed Top Roll Off Container (Receiver Box)”** on the exterior of the package submitted.

Request for additional information or clarifications must be made in writing to the Administration Office. Facsimile or e-mail questions are acceptable. The Administration Office will issue replies to inquiries and additional information or amendments deemed necessary in written addenda, which will be posted on the County’s website prior to the deadline for responding to this Invitation To Bid. Questions must be received no later than 3:30 PM on June 5, 2017 to:

Baker County Board of County Commissioners
Administration Office
55 N. Third Street
Macclenny, Florida 32063
robert.fletcher@bakercountyfl.org
Phone: 904-275-2373

It will be the sole responsibility of the Bidder to contact the Administration Office and/or check the County’s website prior to submitting a response to determine if any addenda have been issued, to obtain such addenda, and to acknowledge addenda with their bid.

Respondents to this solicitation or persons acting on their behalf may not contact any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and County holidays. Contact shall be made in writing to the Administration Office above or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

The Baker County Board of County Commissioners reserves the right to reject any or all bids, to waive any informalities or irregularities in any bids received, to re-advertise for bids, or take any similar actions that may be deemed to be in the best interest of the County.

BAKER COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA

Kennie Downing, County Manager

Invitation To Bid

ANNUAL CONTRACT FOR PURCHASE OF 40 YARD CLOSED TOP ROLL OFF CONTAINER (Receiver Box)

Bid 2017-06

INTRODUCTION

The Baker County Board of Commissioners (here forth referred as “County”) is requesting bids from qualified companies for the purchase of a 40 Yard Closed Top Roll-Off Container for use by the Solid Waste Department. In the event additional containers need to be purchased, the County desires to award a one (1) year contract with one (1) annual renewal option, not to exceed two contract years at the same fixed price.

SCOPE OF WORK

A. LICENSE:

All Bidders must be qualified under the laws, rules and regulations of the State of Florida and Baker County to perform the work required by these documents.

B. INSURANCE:

1. Without limiting Bidders indemnification, it is agreed that the successful Bidder will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Bidders policy contains higher limits, Baker County will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the County naming Baker County as additional insured. Baker County must be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible must be the sole responsibility of the Vendor/Contractor and/or subcontractor providing such insurance. These certificates must provide a ten (10) calendar day notice to the County in the event of cancellation, non-renewal or a material change in the policy.
 - a. Statutory Workers Compensation insurance as required by the State of Florida.
 - b. Commercial General Liability insurance to provide coverage of not less than \$1,000,000.00 combined single limit per occurrence and annual aggregates where

generally applicable and must include premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.

- c. Comprehensive Automobile Liability insurance covering all owned, hired and non-owned vehicles with coverage limits not less than \$100,000.00 per person, \$300,000.00 per occurrence and \$100,000.00 property damage.

C. QUANTITY AND DESCRIPTION OF 40 YARD CLOSED TOP ROLL OFF CONTAINER (Receiver Box):

One container is expected to be purchased through this bid soon after award, it is also anticipated that at least one more would be purchased during the life of this contract. See attached labeled minimum specification sheet.

D. DELIVERY:

Delivery will be F.O.B. to 8156 Cypress St, Sanderson Fl. 32087.

E. PAYMENT:

Payment will be made on a per unit basis, net 30 days upon acceptance by the County.

F. EXPERIENCE/REFERENCES:

Bidders must provide with their proposal, material for evaluating the ability of the potential Bidder to execute a project of this type. Therefore, the Bidder is required to provide a minimum of (2) two references for similar projects, which will be verified. The list of references must be attached with the bid proposal on the form provided within these specifications. All reference materials provided become the property of Baker County and also become public record.

G. ADDITIONAL INFORMATION:

Baker County reserves the right to request additional information needed for clarification from any Bidder for evaluation purposes.

H. ADDENDUM:

It will be the sole responsibility of the Bidder to contact Baker County prior to submitting a bid to determine if any addenda have been issued, to obtain such addenda, and to acknowledge addenda with their bid. Addendums will be posted on the County's website <http://www.bakercountyfl.org/purchasing.php>.

I. REQUIRED DOCUMENTS:

The enclosed documents must be executed and returned with bid proposal or the proposal may be considered non-responsive.

J. PUBLIC ENTITY CRIME:

Public Entity Crimes – Section 287.133 (3) (n) of the Florida Statutes requires that a vendor/contractor submit a sworn statement concerning Public Entity crimes. Bidders are required to submit the enclosed form with their bid, failure to do so may be reason for rejection of bid.

K. EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY)

In accordance with State of Florida, Office of the Governor, Executive Order 11-116 (superseding Executive Order 11-02; Verification of Employment Status), in the event performance of this Agreement is or will be funded using state or federal funds, the CONTRACTOR must comply with the Employment Eligibility Verification Program (“E-Verify Program”) developed by the federal government to verify the eligibility of individuals to work in the United States and 48 CFR 52.222-54 (as amended) is incorporated herein by reference. If applicable, in accordance with Subpart 22.18 of the Federal Acquisition Register, the CONTRACTOR must (1) enroll in the E-Verify Program, (2) use E-Verify to verify the employment eligibility of all new hires working in the United States, except if the CONTRACTOR is a state or local government, the CONTRACTOR may choose to verify only new hires assigned to the Agreement; (3) use E-Verify to verify the employment eligibility of all employees assigned to the Agreement; and (4) include these requirement in certain subcontracts, such as construction. Information on registration for and use of the E-Verify Program can be obtained via the internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

L. PUBLIC RECORD:

1. The County is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida’s public records law. Specifically, the Contractor shall:
 - a. Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the service;
 - b. To provide the public with access to such public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed, except as

authorized by law;

- d. Meet all requirements for retaining public records and transfer to the County, at no cost, all public records in possession of the Contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the County in a format that is comparable with the information technology systems of the County.

BID PRICE SHEET

Bid # 2017-06 Baker County, Florida
Annual Contract for the Purchase of 40 Yard Closed Top Roll Off
Container (Receiver Box)

COMPANY NAME _____

ADDRESS _____

CITY,STATE,ZIP _____

CONTACT NAME _____

TELEPHONE _____

FAX # _____

E-MAIL _____

1. Bid Price: Qty One (1) - 40 Yard Closed Top Roll off Container \$_____

Additional quantities of 40 Yard Closed Top Roll Off Containers may be ordered by Baker County at the price listed above for the contract period.

SIGNATURE _____

DATE _____

REFERENCES

List two (2) client/customer references including company name, address, contact person, telephone number or e-mail in which the same product offered in this bid has been sold to these customers.

1. Company Name: _____
Address: _____
Business Phone #: _____
Contact Person: _____
Email: _____

2. Company Name: _____
Address: _____
Business Phone #: _____
Contact Person: _____
Email: _____

THIS FORM MUST BE INCLUDED WITH PROPOSAL

**SWORN STATEMENT UNDER SECTION
287.133(3)(n), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid No._____.
2. This sworn statement is submitted by _____ whose business address is _____ and (if applicable) its Federal Identification No.(FEIN) is _____. If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement_____.
3. My name is _____ and my relationship to the entity named above is_____.
4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to, and directly related to, the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentations.
5. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes means:
 - b. A predecessor or successor of a person convicted of a public entity crime; or
 - c. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term

“affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a “person” as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in neither management of the entity, nor any affiliate of the entity have been charged with or convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with, and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies)

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)

_____The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

_____The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services)

Signature: _____ Date _____

STATE OF _____

COUNTY OF _____

Personally appeared before me, the undersigned authority, _____ who after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of _____ 20_____.

Notary Public, State at large

My Commission Expires:

THIS FORM MUST BE INCLUDED WITH PROPOSAL

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, _____(print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm’s policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee’s community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

“As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein”

Authorized Signature

Date Signed

State of Florida
County of _____

Sworn to and subscribed before me this ____ day of _____ 20__.

Personally known _____ or Produced Identification _____
(Specify type of identification)

Signature of Notary
My Commission Expires: _____

THIS FORM MUST BE INCLUDED WITH PROPOSAL

E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No:

Project Description:

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name:

Authorized Company Person's Signature:

Authorized Company Person's Title:

Date: _____

THIS FORM MUST BE INCLUDED WITH PROPOSAL

Baker County

40 Yard Roll-off

Bid # 2017-06

Minimum Specifications

40 Yard Closed Top Receiver Container	
Cross Members	3" channel on 16" center
Main Rails/Floor Sills	2" x 6" tubing 3/16" wall, with solid bull nose
Pull Hook	1 1/2" w x 5 1/2" h x 2 1/2" eye opening
Floor	7 gauge or 3/16" steel plate
Roof	7 gauge or 3/16" steel plate
Sides and Front Walls	7 gauge or 3/16" steel plate
Front and Rear Rollers	8" dia. x 6" long with grease fitting
Nose/Guide Rollers	4" dia. x 6" long with recessed grease fitting
Door Opening	48" high x 64" wide
Hinges	Heavy-duty hinges with grease fitting
Rear Door	7 gauge with 4" x 3" x 3/16" tube framing
Rear Door Latch	3-point latch and safety chain
Color	Forest Green
Dimensions	
	Size: 40 YD
Outside Height "	102"
Outside Width "	96"
Outside Length "	23'6"

Bidders must provide details when the container they are bidding does not meet these specifications.