



Yates County Highway Department

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David Hartman, Superintendent

January 8, 2010

Notice is hereby given that Yates County is seeking proposals for professional engineering services for the continued **Post Closure Operations & Maintenance** of the Yates County landfill on Long Point Rd. in the Town of Torrey. The intent of the County is to execute one contract with a Consultant to provide engineering services that include but may not be limited to:

- 1) Compliance with all NYSDEC post closure operations & maintenance requirements in accordance with the current Part 360 Regulations.
- 2) Negotiating with NYSDEC on behalf of the County regarding a monitoring plan for the next five years.
- 3) Perform two (2) sampling events, one in June and one in December according to 5th year sampling requirements (see attached sections 1-6 of the Post Closure Operations & Maintenance Manual).
- 4) Perform one (1) soil gas sampling event annually at twelve (12) locations at the site including monitoring site structures and landfill vents.
- 5) Four (4) quarterly engineering inspections under the supervision of a NYS registered Professional Engineer.
- 6) Weekly inspections to confirm overall proper operation of the landfill. Scope of work to include but may not be limited to: check general site security and transfer pump station security, power, heaters, check & record storage tank levels & pressures, read totalizers & flow meters, pump station sump levels, etc.
- 7) Provide reports of all sampling events, including interim reports, Data Usability reports, Data Validation and annual reports.
- 8) All applicable analytical lab costs.

To be considered for selection, interested firms should submit the following:

1. Name of firm and location of office to provide requested services.
2. A brief description of the firm's qualifications and the qualifications of a maximum of two key personnel to be assigned to this contract including the identification of a project manager.
3. A description of all actual services to be provided in this contract. A lump sum cost proposal to perform the requested scope of work and all other services to be provided for a two (2) year period (2010 & 2011). Yates County reserves the right to extend the duration of this contract upon mutual agreement with the selected firm per the Extension Clause included under the General Instructions below. Include a complete, current listing of standard hourly rates for personnel that may provide services for this contract including all subcontractors, consultants and/or associates, that may supply services for this contract.
4. A standard Certificate of Insurance. (\$1,000,000 Commercial General Liability)
5. Submission of a Non-Collusive Bidding Certificate (attached).
6. An executed standard agreement used by the firm.

Qualifications must be submitted to the Yates County Highway Superintendent. One copy must be received by: 10:00 am, January 26, 2010

GENERAL INSTRUCTIONS

Proposals must be submitted in a sealed envelope marked with the name of the submitting firm and the words **Proposal for Engineering Services – Post Closure Landfill Operations & Maintenance**. One (1) copy must be submitted.

Submitting firms assume the risk of any delay, and all submittals received after the designated time stated in the request for proposals, will not be considered.

Submitting firms must execute the attached Certificate of Non-Collusion, and enclose a standard Certificate of Insurance (\$1,000,000 General liability).

Submitting firms must include the following contract **Extension Clause** within their standard agreement:

Yates County reserves the right to renew this agreement under the same terms and conditions as stated herein for a one (1) year period from the expiration date of the original contract, with a two (2) year maximum option to renew, and provided that such an extension is agreed to in writing by both parties 30 days before the end of the original contract or one-year extension.

Yates County is an exempt organization as described in subdivision (a) of Section 1116 of the Tax Law of the State of New York. Accordingly, no charge will be allowed for federal, state, municipal sales or excise taxes from which the County is exempt. Exemption certificates will be provided as needed.

It shall be the responsibility of each firm submitting proposals to call to the attention of the County Highway Superintendent, any apparent discrepancy in the Request For Proposal or any question of interpretation thereof. Failure to do so constitutes acceptance as written.

Any deviations to the Request For Proposal are to be noted and fully explained. Deviations will be reviewed and if deemed to be in the best interest of the County, may be waived. The County reserves the right to "Revise" or "Amend" the Request For Proposal prior to the deadline date set for receipt of submissions by "Written Addenda".

The apparent silence of the Request For Proposal as to any details or the omission from it of a detailed description concerning any point, shall be interpreted as meaning that only the best professional practices are to prevail and that only materials and workmanship of first quality are to be used or incorporated in the project.

Yates County accepts no financial liability for the preparation, transmittal or presentation of any response or materials submitted in response to this Request For Proposal. The Request For Proposal does not commit Yates County to the award of a contract, nor to pay any costs incurred in anticipation of a contract. The Yates County Legislature shall have the final decision regarding the award of contract(s).

Yates County reserves the right to accept or reject any and all submissions received as a result of this Request For Proposal, to negotiate with all qualified sources, or to alter the scope of services or abandon the project(s). Selection of consultants will be based on the all around best qualifications, as so deemed in the interests of the County, in the best judgment of the County Highway Superintendent, the County Administrator and the Yates County Legislature.

If you have any questions or require additional information, please contact:

David Hartman, Yates County Highway Superintendent

Tel: (315) 531-3200

CERTIFICATE OF NON-COLLUSION

The bidder hereby agrees to the provisions of Section 103-a and 103-b of the General Municipal Law regarding the consequences of his/her refusal to sign a Waiver of Immunity or to answer any relevant questions when called before a Grand Jury to testify.

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her knowledge and belief:

- 1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other bidder or with any competitor;
- 2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly to any other bidder or to any competitor;
- 3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

This proposal is signed by the bidder with full knowledge and acceptance of all the provisions of the request for proposal and the general instructions.

Submitted by _____

Address _____

Authorized Signature _____ Dated _____

Title _____

Phone Number _____ Fax _____

Fed ID # _____