

HORRY COUNTY SOLID WASTE AUTHORITY, INC.

The Horry County Solid Waste Authority, Inc. is requesting sealed proposals for a Dust Control System. All interested parties can obtain the RFP at www.solidwasteauthority.org. Specifications are available at the Administrative Offices of the Solid Waste Authority located at 1886 Highway 90, Conway, South Carolina, or by calling (843) 347-1651. Proposals will be received at the Administrative Offices until **3:00 P.M., Thursday, February 23, 2017**. Any proposal received later than the specified time will **NOT** be accepted/ considered. The Solid Waste Authority reserves the right to accept or reject any and all proposals or any one item in a proposal.

All proposals must be sealed and properly identified as: **#016-17-15 Dust Control System - Solid Waste Authority** - and mailed/delivered to:

Horry County Solid Waste Authority, Inc.
1886 Highway 90
P.O. Box 1664
Conway, South Carolina 29528

Attn: Jan Bitting
#016-17-15

HORRY COUNTY SOLID WASTE AUTHORITY

INSTRUCTIONS TO PROPOSERS

1. This request for proposal includes the following:
 - A. Instructions To Proposers
 - B. Specifications
 - C. Proposal Form (s)
2. Proposal (s) will be examined promptly after opening; immediately thereafter, all proposals will be tabulated with said tabulation being made available to all participating. It is not a practice to award any proposal until the Authority has had ample time to review each Proposal. Award will be made however, at the earliest possible date. If the mail is delayed beyond the date and hour set for the proposal opening, Proposal (s) thus delayed, will **NOT** be considered. Any proposal not present at appointed time will not be opened. Facsimiles will not be accepted. **The proposal number must be clearly visible on the outside envelope.**
3. TAXES - The Authority pays South Carolina State Sales Tax. The Authority is exempt from Federal Excise Tax and will issue exemption certificates as requested.
4. AWARD OF PROPOSAL - Award of Proposal shall be made to the lowest responsible proposer meeting the Specifications, taking into consideration the following:
 - A. Superior Quality
 - B. Adequate Maintenance and Service
 - C. Past Experience with Company's Equipment
 - D. Company's Reputation
 - E. Known as Technically Good and Innovative Company
 - F. Delivery Date
 - G. Guarantees/Warranties
 - H. Performance of Proposer's equipment in hands of other agencies, plants, and firms.
5. Each proposer must submit a proposal (s) on the blank form attached. The Proposer shall sign his proposal form correctly and proposal (s) may be rejected if there are any omissions, alterations of form, additions not called for, conditional proposal or any irregularities of any kind.
6. DEVIATIONS - Any deviations from these Specifications MUST be noted in detail and submitted in writing with this PROPOSAL. The absence of this Specification deviation will hold the Proposer strictly accountable to the Specifications as written herein. Failure to submit this document of Specification deviation, if applicable, shall be grounds for rejection of the item (s) when offered for delivery.
7. CHANGES - Any changes in Specifications after the Purchase Order/Contract has been awarded, must be with the written consent of the Authority; otherwise, the responsibility for such changes shall be with the Vendor.

8. DELIVERY- Complete unit (s) shall be delivered to the Horry County Solid Waste Authority, 1886 Highway 90, Conway, South Carolina.
9. PAYMENT- The Solid Waste Authority will be invoiced after delivery of equipment or completion of project, the payment terms for this invoice shall be Net 30.
10. INFORMATION – **All questions must be submitted, in writing** to Ms. Jan Bitting, Director of Finance and Administration, Fax number (843) 347-3653. Proper reference to this proposal is required. **Deadline for questions is seven- (7) calendar days prior to proposal opening date.** All questions will be answered and posted as an addendum on our website. All changes in specifications will also posted on our website. All proposers are responsible for monitoring the website for any changes or addendums. Verbal information obtained otherwise, will **NOT** be considered in awarding of proposal.
11. BUSINESS LICENSE - The successful Proposer must provide a copy of their current Horry County Business License.
12. BID BOND – Intentionally Left Blank.
13. PERFORMANCE BOND – Intentionally Left Blank.
14. RETURN OF CHECKS – Intentionally Left Blank.
15. The Authority reserves the right to reject any or all Proposals. It further reserves the right to waive technicalities and formalities in proposals as well as to accept in whole or in part such proposals or proposals where it deems it advisable in protection of the best interests of the Authority.
16. INSURANCE: The successful proposer shall be required to maintain General Liability Insurance in the amount of One Million Dollars (\$1,000,000.) and maintain Workman's Compensation Insurance. The contractor shall be required to submit a copy of proof of insurance prior to commencement of work.
17. Any material included with the proposal becomes the property of the Authority and are not returnable.
18. Any Proposer aggrieved in connection with the solicitation or award of a contract may protest to the Executive Director in writing within 7 days after such person knows or should have known of the facts giving rise to the grievance.
19. The Proposer must include the following items or their proposal may be deemed nonresponsive: Signed Certification of Proposal Submittal Form and a signed and notarized Non-collusion Affidavit.

SPECIFICATIONS

FOR

Dust Control System

February 2017

**HORRY COUNTY SOLID WASTE AUTHORITY
P.O. BOX 1664
CONWAY, SOUTH CAROLINA 29528**

DUST CONTROL SYSTEM

1. SITE BACKGROUND

The HCSWA opened the Material Recycling Facility in 2009. The facility is the largest publicly owned and operated Single Stream Recycling facility in Eastern South Carolina. The site is located at 511 Three R Drive, Conway, SC 29526.

2. INFORMATION REQUESTED

Due to ever increasing annual tonnages of recyclables, along with the addition of a 2nd shift in 2015, the volume of dust accumulation warrants an assessment of what varieties of dust control systems are available that are specifically designed for Single Stream Recycling facilities. The specific areas that need to be addressed are the (MRF) Material Recycling facility ceiling and the Conveyance System for the single stream materials sorting line. We are seeking information and proposals on a system(s) that addresses dust concerns.

The HCSWA reserves the right to award a system from this Request for Proposal or we may use the information gathered and issue a separate Request for Proposal. It will be the HCSWA's sole decision to determine the outcome from the RFP.

3. SITE TOUR

In order for vendors to become familiar with the site, there will be a voluntary site tour on February 22, 2017. Vendors may come to the Material Recycling Facility located at 511 Three R Drive anytime from 9:00 a.m. to 12:00 p.m. Since the tour will include going into the plant, which will be in operation, the use of PPE (hard hat, safety vest, eye protection) is mandatory. If you do not bring your own protection, PPE will be provided. A site tour is not mandatory to submit a proposal on your solution.

4. SUBMITTAL:
Provide one original and two copies of the information.

Provide the following:

- Completed Information and Proposal Form.
- Detailed information on your system and how it will handle the dust in the HCSWA facility.
- Cost information – Include initial lump sum cost (equipment and installation) as well as any consumable cost. If there is a consumable cost, include how often that would need to be purchased.

5. CONTACTS:
All requests for further information should be directed to the following -

Jan Bitting
Director of Finance and Administration
(843) 347-1651
jbitting@solidwasteauthority.org

6. CLARIFICATION AND/OR REVISIONS TO THE SPECIFICATIONS AND REQUIREMENTS:

The HCSWA is relying on the vendor to provide its professional experience and expertise with regard to industry standards for the project requested. If the vendor believes specifications are not within industry standards, they must bring its objection or concern to the HCSWA's attention.

It is the Vendor's responsibility to assure receipt of all addenda which would be posted on the HCSWA's website at www.solidwasteauthority.org. Upon posting, such addenda shall become part of the RFP and binding on Proposer(s).

DUST CONTROL SYSTEM PROPOSAL SUBMITTAL FORM

1. PROPOSAL

A. One Single Stream Dust Control System herein described, delivered and installed at 511
Three R Drive Conway, South Carolina 29526

\$ _____

2. Provide total number of days required after award of bid for delivery of dust control system,
complete installation of system and for the system to be fully operational. _____ days.

3. Provide Proposer's information:

Business Name: _____

Address: _____

Phone: _____

Contact Person: _____

4. **CERTIFICATION:** The undersigned hereby certifies that this proposal will be in effect for a period of 90 days following the bid date. Proposer further acknowledges that the Authority will not necessarily award proposal on proposed price only, but will compare individual units and all proposal information to determine the choice for meeting the overall objectives of the Authority. Proposers shall understand that all information requested in this specification package will be evaluated and contribute to the selection process.
