

## **HORRY COUNTY SOLID WASTE AUTHORITY, INC.**

The Horry County Solid Waste Authority, Inc. is requesting sealed proposals for On Call Roll Off Service. All interested parties can obtain the RFP at [www.solidwasteauthority.org](http://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, May 30<sup>th</sup>, 2019**. 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: **#018-19-16 – On Call Roll Off Service - 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  
**#018-19-16**

# 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, email address [jbitting@solidwasteauthority.org](mailto:jbitting@solidwasteauthority.org). 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** – Proposers will be required to submit with their Proposal (s) a Bid Bond in the amount of five percent (5%) of the amount of the total delivered price of the equipment, which guarantee may be in the form of Surety Bond, Certified Check, Cashier’s Check, Bank Money Order of any National or State Bank and shall be made payable to the Horry County Solid Waste Authority. Checks will be forfeited to the Authority, as liquidated damages in case an award is made and the contract bond are not promptly and properly executed.
13. **PERFORMANCE BOND** – The successful proposer will be required to furnish a Performance Bond in the full amount of the contract sum, issued by a bonding company licensed to do business in South Carolina and, on the approved list of the Treasurer of the United States.
14. **RETURN OF CHECKS** – When proposals are awarded, the Authority will return immediately all checks, except those of the successful proposer (s).
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**

**On Call Roll Off Service**

MAY 2019

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

## **ROLL OFF SERVICE SPECIFICATIONS**

### GENERAL

This specification describes the requirements for the On Call Roll Off Service requested in this bid. The HCSWA has 35 commercial customers that have either a recycling roll off or a 40-yard recycling compactor that require on-call service. Additionally, at our MRF, located at 511 Three R Drive, the HCSWA has 30-yard roll off containers for glass, waxed OCC, scrap metal, TV's and 40-yard compactors for solid waste.

The procedures for servicing the commercial customers with a recycling roll off or compactor are:

Empty each recycling roll off at the HCSWA MRF (511 Three R Drive, Conway, SC 29526) and switch each out. (No dry runs for service will be permitted unless approved by the HCSWA).

The 40-yard OCC compactors must be serviced and returned. They cannot be switched out.

Glass and waxed OCC roll offs and 40-yard solid waste compactors, located at the HCSWA MRF, must be emptied at the HCSWA landfill on Hwy 90. All tipping fees are the responsibility of the HCSWA. All TV roll offs, located at the HCSWA MRF, need relocating to the Electronics Processing Facility which is on the MRF property. The scrap metal will be emptied at the facility with which the HCSWA contracts – currently Waccamaw Metal on Highway 90.

Please submit per pull pricing.

Attachment lists all customers with location and container size.

## **ON CALL ROLL OFF SERVICE PROPOSAL SUBMITTAL FORM**

1. Price per pull (see attachment)

2. Provide Proposer's information:

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

3. **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.

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## ON-CALL ROLLOFF ROUTE PRICING SHEET

CUSTOMER	Container Type	ADDRESS	City	State	Zip	PER PULL
Myrtle Beach Transfer Station	30 Yard	10th Avenue Extension N	Myrtle Beach	SC	29577	
Myrtle Beach Transfer Station	30 Yard	10th Avenue Extension N	Myrtle Beach	SC	29577	
Lake Arrowhead	30 Yard	10228 Kings Road	Myrtle Beach	SC	29572	
Lake Arrowhead	30 Yard	10228 Kings Road	Myrtle Beach	SC	29572	
NMB Comm.	30 Yard	1018 2nd Avenue S	NMB	SC	29572	
NMB OCC	30 Yard	1018 2nd Avenue S	NMB	SC	29572	
NMB Scrap	30 Yard	1018 2nd Avenue S	NMB	SC	29572	
CCU Dorms Comm	30 Yard	3400 Evington Loop	Conway	SC	29526	
CCU Dorms OP	30 Yard	3400 Evington Loop	Conway	SC	29526	
CCU University Place	30 Yard	100 Chanticleer Drive E	Conway	SC	29528	
CCU Science Bldg	30 Yard	Allied Drive	Conway	SC	29526	
CCU Monarch Apartments	30 Yard	650 SC 544	Conway	SC	29526	
Embassy Suites	30 Yard	9800 Queensway Blvd	Myrtle Beach	SC	29572	
Royal Palms	30 Yard	9994 Beach Club Dr	Myrtle Beach	SC	29572	
Jensens	30 Yard	1700 US 17 Business	Murrells Inlet	SC	29577	
Windlammer Village	30 Yard	200 Offshore Drive	Little River	SC	29576	
Captain Georges	30 Yard	1401 29th Ave N	Myrtle Beach	SC	29577	
Precision SE	30 Yard	4900 US 501	Conway	SC	29579	
MB Marrott	30 Yard	8400 Coast Verde (82nd Ave. N)	Myrtle Beach	SC	29572	
Marina Inn	30 Yard	8121 Amalfi Pl	Myrtle Beach	SC	29572	
HTC OCC	30 Yard	3840 US 701	Conway	SC	29526	
HTC OP	30 Yard	3840 US 701	Conway	SC	29526	
Stein Mart OCC <b>Compactor</b>	40 Yard	7621 N Kings Hwy	Myrtle Beach	SC	29572	
University Commons OCC <b>Compactor</b>	40 Yard	2246 E 501	Conway	SC	29526	
Dollar Tree OCC <b>Compactor</b>	40 Yard	2701 Church Street	Conway	SC	29526	
Seaside Furniture WH	30 Yard	2215 Hwy 9 E	Longs	SC	29568	
Willow Tree RV	30 Yard	520 Southern Sights	Longs	SC	29568	
Aynor Tri Pack	30 Yard	2450 US 501	Aynor	SC	29544	
Compass Cove	30 Yard	2311 S Ocean Blvd	Myrtle Beach	SC	29577	
Brightwater	30 Yard	101 Brightwater Drive	Myrtle Beach	SC	29579	
House of Blues	30 Yard	4640 Hwy 17 S	NMB	SC	29572	
HC Public Works	30 Yard	4401 Privetts Road	Conway	SC	29526	
Myrtle Beach Hilton	30 Yard	10000 Beach Club Drive	Myrtle Beach	SC	29572	
Myrtle Beach State Park	30 Yard	4401 S Kings Hwy	Myrtle Beach	SC	29575	
Surfside Public Works Department	20 Yard	740 Sandy Lane	Surfside	SC	29575	
MRF Rejects to Landfill	40 Yard	511 Three R Drive	Conway	SC	29526	
MRF Glass to Landfill	20 Yard	511 Three R Drive	Conway	SC	29526	
MRF Scrap Metal to Waccamaw Metal	30 Yard	511 Three R Drive	Conway	SC	29526	
Move TVs @ MRF - Reload Box	20 Yard	511 Three R Drive	Conway	SC	29526	