

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS

INVITATION FOR BIDS

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
MONO COUNTY TRANSFER STATION OPERATIONS

Notice is hereby given that the Mono County Department of Public Works calls for bids from qualified waste hauling firms for 5 years of operation of the Mono County transfer station system. The nature of the work is not subject to competitive bidding by law and is being bid solely for the purpose of identifying businesses willing and able to perform the work for competitive prices. In general, the contract consists of providing customer service at each of Mono County's six transfer stations in remote communities throughout the County, and hauling divertible material and refuse from the sites to a designated location.

The Bid Manual (including all bid documents) will provide in detail the County's requirements for the Bid. The Bid Manual is available by contacting the Mono County Department of Public Works in writing at P.O. Box 457, Bridgeport, California, 93517, by telephone at 760.932.5440, by email at tdublino@mono.ca.gov, or in person at 74 N. School Street in Bridgeport, California. The Bid Manual may also be viewed and/or obtained on-line by following the links on the Mono County website at www.monocounty.ca.gov.

Each bid shall be made on the proposal forms contained in the Bid Manual. Bids may be mailed to the Clerk of the Board of Supervisors, P.O. Box 715, Bridgeport, California, 93517, or delivered to the office of the Clerk of the Board of Supervisors, 74 North School Street, Bridgeport, California. In either event, to be considered, bids must be **received** by the Clerk of the Board of Supervisors no later than 12:00 pm, Thursday, June 2, 2016.

Tony Dublino, Solid Waste Superintendent
Mono County Department of Public Works

INSTRUCTIONS TO BIDDERS

1. SECURING BID DOCUMENTS

The Bid Manual (Invitation for Bids, Instructions to Bidders Form, Proposal Forms, and Sample Agreement, all of which together comprise the Contract Documents) provide in detail the County's requirements for the Bid. The Bid Manual is available by contacting the Mono County Department of Public Works (hereinafter, "Public Works") in writing at P.O. Box 457, Bridgeport, California, 93517, by telephone at 760.932.5440, by email at tdublino@mono.ca.gov, or in person at 74 N. School Street in Bridgeport, California. Bid documents may also be viewed and/or obtained on-line by following the links on the Mono County website at www.monocounty.ca.gov.

2. INTERPRETATION OF BID SPECIFICATIONS

- A. Should a bidder find discrepancies in or omissions from the Bid Manual or should there be doubt as to the meaning of any language in the Bid Manual, the bidder shall at once notify the Solid Waste Superintendent, and should it be found necessary, a written addendum or bulletin of instructions will be sent to all prospective bidders.
- B. No representative or agent of the County, or anyone else, is authorized to give oral instructions, interpretations, or explanations of the Bid Manual and Bid Plans, and a submission of a bid constitutes agreement by the bidder that it has placed no reliance on any such oral explanation or interpretation. Oral instructions may, however, be given by the County or its agent upon inquiry by a bidder to direct the bidder's attention to the specific provisions of the Bid Manual or Bid Plans that cover the subject of the inquiry.

3. APPROXIMATE QUANTITIES

The quantities for number of bins to be transferred and hours worked given in the Bid Schedule are approximate only, being given as a basis for the comparison of bids. The County does not, expressly or by implication, agree that the actual amount of work will correspond therewith, and reserves the right to increase or decrease the amount of any class or portion of the work, or to omit portions of the work, as may be deemed necessary.

4. PROPOSALS

- A. For bids to receive consideration, they shall be made in accordance with the Invitation for Bids, the Proposal Forms, and these Instructions to Bidders. All bids shall be submitted upon the unaltered Proposal Forms contained in the Bid Manual with all items completely filled out with typewritten or legible handwritten responses, and be accompanied by the Bidder's Qualifications. Signatures of all persons signing shall be in longhand. The completed Bid Proposal forms shall be without interlineations, alterations, or erasures.
- B. Bids shall not contain any recapitulation of the work to be done. No oral, telegraphic, or telephonic proposals or modifications will be considered. Unauthorized conditions, limitations, or provisions attached to a bid will render it informal and may cause its rejection.
- C. For the purposes of determining the lowest responsible bidder (although award of the contract need not be to the lowest responsible bidder), the low bid shall be determined from the "Total Base Bid" for one year of service at estimated quantities.

- D. Each bid is to be in accordance with the Contract Documents contained in this Bid Manual. Before submitting a bid, bidders shall carefully read the Bid Manual, including the form of the Sample Agreement, and the Project Description, and inform themselves fully as to all existing conditions and limitations, which may include a visit to the site of the work, and shall include in the bid a sum to cover the cost of all work contemplated in the contract. The submission of a bid shall be conclusive evidence that the bidder has reviewed and is satisfied as to the conditions to be encountered, as to the character, quality, and quantities of work to be performed and the service to be provided, and as to the requirements of the Bid Manual.
- E. Prospective bidders' attention is directed to the insurance requirements as provided in the Sample Agreement. It is highly recommended that the bidders confer with their respective insurance carriers or brokers to determine the availability of surety bonds, insurance certificates, and endorsements as prescribed and provided herein in advance of bid submission. If an otherwise successful bidder fails to comply strictly with the bonding and insurance requirements, that bidder may be disqualified from award of the contract. The cost of such bonds and insurance shall be included in the bidder's bid.
- F. Each bidder shall inform themselves of, and the bidder awarded the contract shall comply with, all federal, state, and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, applicable regulations concerning employment of labor, fair labor practices, equal opportunity, drug-free workplace, construction and building, Americans with Disabilities Act, protection of public and employee health and safety, environmental protection, the protection of natural resources, fire protection, burning and non-burning requirements, permits, fees, and similar subjects.
- G. Bid Forms must be received in a sealed, envelope clearly labeled Transfer Station Operations Bid printed on the outside of the envelope. Bids received unsealed or unlabeled will not be considered. Bids submitted by facsimile (fax) transmission will not be considered.
- H. To be considered, bids must be received by the Clerk of the Board of Supervisors no later than 12:00 pm, Thursday, June 2, 2016. Bids may be mailed to the Clerk of the Board of Supervisors, P.O. Box 715, Bridgeport, California, 93517, or delivered to the office of the Clerk of the Board of Supervisors, 74 North School Street, Bridgeport, California, 93517.
- I. Bidders are advised that due to the remote nature of central Mono County, "overnight" delivery by the US Postal Service, UPS, FedEx, and other carriers is actually scheduled as a two-day delivery. Bidders should also take potential holiday mail delays into consideration.

6. MODIFICATION OF BID

A bidder may modify its bid by written communication provided such communication is received by the Board Clerk up to, but not later than, the bid-submission deadline described above, or if otherwise authorized by the Solid Waste Superintendent. The written communication shall not reveal the bid price but shall state the amount of addition or subtraction or other modification so that the final prices or terms will not be known by the County until the sealed bid is opened.

7. WITHDRAWAL OF BID

Bids may be withdrawn without prejudice by the bidder up to, but not later than, the time fixed for the opening of bids. Such withdrawal may be made by written letter or by email or facsimile (fax) request. Such request shall be signed by an authorized representative of the bidder. Bids so withdrawn will be returned unopened to the bidder by the County. Bids withdrawn following bid opening shall be permitted only as allowed by the Solid Waste Superintendent. Negligence on the part of the bidder in preparing the bid shall not empower the bidder to withdraw the bid subsequent to the opening of bids.

8. AGREEMENT

- A. The Contract Documents include a Sample Agreement, a final version of which the successful bidder, as Contractor, will be required to execute.
- B. Minor alterations, reduction of scope, extra and additional work, and other changes to the Sample Agreement may be authorized by the County consistent with applicable provisions of the Contract Documents.

9. OPENING OF BIDS

- A. As soon after the bid-submission deadline as is practicable to do so, all bids received before that deadline that comply with the specification of Section 5.H. above will be taken to the Public Works conference room, located on the second floor of Courthouse Annex 1, 74 North School Street, Bridgeport, and there opened and reviewed.

10. AWARD OR REJECTION OF BIDS

- A. If the County chooses to award a contract, it will be awarded as determined to be in the best interests of the County, to the bidder who has submitted a bid that complies with and is responsive to these Instructions to Bidders and the advertised Invitation for Bids. The contract, if awarded, will not necessarily be awarded to the lowest bidder or to the lowest responsible bidder.
- B. Amounts entered for alternate items may be considered in determining the successful bid, although price need not be the sole basis for contract award. In the event of a discrepancy between the numeric total bid written and the numeric total bid calculated, the bid amount calculated by multiplying each item quantity by the unit price and then adding each item of the proposal shall prevail.
- C. The County reserves the right to reject any and all bid proposals and to reject the bid of any bidder who has previously failed to perform properly or to complete, on time, contracts with the County of a nature similar to this bid. The County further reserves the right to waive any informality or irregularity in any bid.
- D. The County also reserves the right to deduct any or all alternate items and unit prices called for on the Bid Schedule from the contract. The order of listing of alternates on the Bid Schedule shall in no way indicate their importance or the order in which the items may be accepted.
- E. Contract award, if made, is anticipated to occur within one week of the date of bid opening but could, however, occur up to 20 days after said date. In such an event, all bidders will be notified in writing within two calendar days following bid opening that additional time will be required. No bid can be withdrawn during that period unless such withdrawal is agreed-to by Mono County. Mono County assumes no responsibility for any costs the bidder may incur, regardless of whether or not a contract is awarded.

11. IDENTIFICATION OF PREFERRED BID

- A. After all bids are opened, Public Works personnel will review the bids, tabulate the bids, and consider any other factors relevant to the selection of the preferred bid. The preferred bid will be determined by Public Works personnel, and submitted to the Board of Supervisors for its consideration and approval.

12. DETERMINATION OF BIDDER'S RESPONSIBILITY

In order to determine whether a bidder is "responsible," each bidder shall complete and submit with its bid a "Bidder's Qualifications Statement" which is included herein as a part of the Proposal Documents. The County expressly reserves the right to reject the bid of any bidder whom the County determines is "non-responsible" due to the bidder's lack of experience, financial resources, technical ability, organizational structure, personnel, equipment/tools, and/or such other factors as the County takes into account.

13. CONTRACT EXECUTION

- A. Accompanying the County's Notice of Award will be the Final Agreement with the addition of a Schedule of Fees that will be developed from the Bid Schedule. The successful bidder will be required to execute and return the Agreement, together with the required bonds and certificates of insurance, to the County within two calendar days following receipt of such Agreement and Notice of Award. Failure to do so shall be just cause for annulment of the contract award. Signature by both parties constitutes execution of the Agreement.
- B. In the event the successful bidder is unable to physically deliver the required bonds and insurance certificates, the bidder shall, prior to the commencement of the work, submit evidence satisfactory to the County that such bonds and certificates will be furnished in a timely manner.
- C. In the event of failure of the preferred bidder to sign and return the Agreement with acceptable evidence of bonds and insurance certificates as prescribed herein, the County may award the contract to another responsible bidder, and so forth, until a fully executed Agreement and acceptable bonding and insurance certificates are received by the County.

14. COORDINATION WITH OTHER CONTRACTORS

Bidders are required to inform themselves fully of the conditions under which the work will be performed, and the bidder must employ, as far as possible, such methods and means in the carrying out of its work as will not cause any interruptions or interference with any other contractor or the operations of the facility at which the work is being performed.

15. CONTRACTOR TO FURNISH NECESSARY LICENSES, PERMITS, ETC.

- A. The successful bidder, as Contractor, will be required to furnish a valid Mono County Business License issued by the Mono County Treasurer prior to commencing the work.
- B. All bidders and contractors shall be licensed in accordance with the laws of the State of California and any bidder, contractor, or subcontractor not so licensed is subject to the penalties imposed by such laws. The contractor shall possess the appropriate licenses to cover the above advertised work.

PROJECT DESCRIPTION

The County's Transfer Stations are located in 6 separate communities throughout the County. For specific information on the location of each Transfer Station, please visit <http://monocounty.ca.gov/solid-waste/page/landfills-and-transfer-stations>. The following description provides information about how the County Transfer Stations are designed and operated. Many additional details and specific contractor obligations can be found in the Sample Agreement.

1. TRANSFER STATION DESIGN

Two styles of constructed transfer stations exist – one design for the Bridgeport, Walker, and Pumice Valley transfer stations and another design at the Benton, Paradise, and Chalfant transfer stations.

Bridgeport, Pumice Valley, and Walker A permanent structure includes the following features: concrete retaining wall in a “z” formation; concrete “load-out” pad where a compactor unit, 40-cy octagonal compaction box, and 50-cy debris box are positioned; a concrete tipping pad, approx. 12’ wide x 24’ long, sitting 5’ above the “load-out” pad. The compactor is equipped with a three-sided metal hopper extending above the tipping floor sufficient to handle large loads. Additional site features include a truck scale and recycling areas.

Benton and Chalfant A permanent structure exists with the following features: concrete retaining wall sufficient for a debris box; concrete “load-out” pad where two debris boxes are positioned adjacent to the retaining wall; a gravel tipping pad sitting 5’ above the “load-out” pad; an 18” concrete curb (extension of retaining wall); and, a chain-link fence enclosure surrounding the debris box position. Additional site features include separate debris boxes for metal and bulky items and recycling areas.

Paradise This site is essentially the same design as Benton and Chalfant but only uses one debris box which is an enclosed 30-cy box with sliding access doors.

2. DISPOSAL OPERATIONS

Household waste will be dumped by the customer directly into the compactor hopper at Bridgeport, Chalfant, Pumice Valley, and Walker. The household waste will be dumped by the customer into the appropriate debris box at Benton and Paradise. As the hopper at the sites with a compactor nears capacity, the Facility attendant will cycle the compactor ram. The concrete pad and lack of curb in the tipping area will allow easy clean up in the event of spill-over from oversized loads. Clean loads of inerts and construction and demolition (“C&D”) waste will be routed to the appropriate stockpile location at sites that have an active C&D Landfill (Walker and Pumice Valley), where County personnel cover the C&D waste in accordance with existing regulations. At sites without landfill operations, inert (aggregate) materials are not accepted but limited volumes of C&D waste (up to 500 pounds) may be accepted for transfer, commingled with Municipal Solid Waste (“MSW”).

3. WASTE DIVERSION PROGRAM

Drop Off Recycling. Contractor will provide drop-off recycling of several materials at all Transfer Stations. The materials will include, at a minimum, glass (both CRV and non-CRV), aluminum (CRV and non-CRV), plastic (#1 and #2 only, CRV and non-CRV), cardboard, and mixed paper. It will be incumbent on the Contractor to provide any necessary bins and to develop rules (i.e., source-separation), education, and signage necessary to enable the efficient collection and hauling of the material.

Two "Roll-Off" recycling containers currently exist at each of the Facilities. One is a tri-bin for glass, plastic, and aluminum, and one is for cardboard. Both hold approximately 20-cy. There are 3 additional 10-cy roll-off bins available for use in diversion activities, as the Contractor sees fit. Aside from these 3 additional bins, no containers are available for mixed paper recycling, for separate CRV materials, or for #1 and #2 plastic. The Contractor will determine the appropriate method, and provide for the collection and recycling of this material.

Contractor is to provide hauling of recycling containers at a frequency determined by Contractor, to a bona fide recycler or recycling facility, with supporting documentation to the satisfaction of the County.

Metals and Tires Metal and Tires are placed in the Bulky Item Bin where the recyclables are taken out by County staff once transferred to the Benton Crossing Landfill. In the event that the Bulky Item Bin is not hauled to Benton Crossing Landfill, contractor shall provide documentation regarding the proper disposition of the bulky items (refrigerated appliances, tires, etc.)

Used Oil Used oil storage tanks exist at each site. The facilities are registered with the State of California ("State") as Certified Used Oil Collection Centers, meaning that Facility personnel will be required to offer a rebate per gallon (if asked) paid for by the Used Oil Block Grant for customers delivering used oil for recycling. Contractor shall be required to manage on-site activities, but County will coordinate tank pumping and periodic reporting to the State.

Wood Waste Facility personnel shall direct clean loads of wood waste to the designated stockpile location and work with the County to determine new stockpile areas when necessary. County shall process wood waste once per year or at a frequency otherwise necessary or approved by the Local Enforcement Agency. At the Paradise Transfer Station wood waste will go directly into the debris box.

Contractor may be requested to haul processed Wood Waste (wood chips) for biomass utilization from time to time. The County will provide a suitable bin and would compensate contractor at an hourly rate, in accordance with the bid forms.

Ashes Facility personnel shall direct customers with ashes to a dumpster provided by the Contractor.

Household Hazardous Waste Facility personnel will be required to conduct routine load checking procedures. County shall provide storage lockers at all Facilities for temporary containment of HHW removed from the waste stream. County shall coordinate the removal, transportation, and final disposition of HHW.

Special Wastes Facility personnel shall direct special waste such as Cathode Ray Tubes (CRT's) and Treated Wood Waste to the appropriate designated areas. County personnel will collect and process those wastes periodically, as appropriate.

4. TRANSFER OF WASTE

Waste shall be transported to the Benton Crossing Landfill, or another site acceptable to the County. MSW must be transported at least once per week, with the exception of Benton, Chalfant and Pumice Valley which may be transported once every two weeks if volume and conditions permit. MSW may be transported more often when volumes exceed compactor and debris box limits. Bulky items and metal can be transported when the debris box is full. Vehicles and containers shall comply with all applicable laws.

5. HAULING ACTIVITY

The below table shows the 3-yr average of hauling activity (number of bins hauled) by category, during the years 2013-2015.

ITEM	DESCRIPTION	2013	2014	2015	3-yr Average
1.	MSW Pull - Bridgeport	74	70	71	72
2.	Bulky Item Bin Pull – Bridgeport	11	9	6	9
3.	MSW Pull – Benton	30	25	26	27
4.	MSW Pull – Chalfant	44	26	27	32
5.	Bulky Item Bin Pull – Chalfant	11	9	6	9
6.	40YD Roll Off – Paradise	53	51	54	53
7.	MSW Pull – Pumice Valley	44	26	26	32
8.	Bulky Item Bin Pull – Pumice Valley	15	16	19	17
9.	MSW Pull – Walker	52	52	53	52
10.	Bulky Item Bin Pull – Walker	8	5	5	6
13.	Glass, Plastic, and Aluminum Bin – Benton	1	0	0	0
14.	Cardboard Bin – Benton	2	3	2	2
15.	Glass, Plastic, and Aluminum Bin – Bridgeport	5	5	3	4
16.	Cardboard Bin – Bridgeport	8	6	7	7
17.	Glass, Plastic, and Aluminum Bin – Chalfant	3	4	3	3
18.	Cardboard Bin – Chalfant	6	5	5	5
19.	Glass, Plastic, and Aluminum Bin – Paradise	5	5	4	5
20.	Cardboard Bin – Paradise	8	5	5	6
21.	Glass, Plastic, and Aluminum Bin – Pumice Valley	3	1	4	3
22.	Cardboard Bin – Pumice Valley	5	4	3	4
23.	Glass, Plastic, and Aluminum Bin – Walker	4	3	3	3
24.	Cardboard Bin – Walker	7	5	3	5
25.	Ash Bin – Benton	1	0	0	0
26.	Ash Bin – Bridgeport	0	0	0	0
27.	Ash Bin – Chalfant	6	3	2	4
28.	Ash Bin – Paradise	4	2	2	3
29.	Ash Bin – Pumice Valley	2	2	1	2
30.	Ash Bin – Walker	0	0	0	0

PROPOSAL

Proposal of _____ (hereinafter, "Bidder"), organized and existing under the laws of the State of _____, doing business as _____ (i.e., "a partnership;" "a corporation;" "an individual"), as applicable to the County of Mono, (hereinafter, "the County"). This bid proposal consists of the attached pages BD-1 through BD-14.

In compliance with your Invitation for Bids and Instructions to Bidders, Bidder hereby proposes to perform all work for Mono County Transfer Station Operations in strict accordance with the Instructions to Bidders and agreement, and any applicable addenda within the time set forth therein and below and at prices stated on the attached Bid Schedule. Prices quoted in this proposal include, but are not limited to, the cost for all labor, materials, tools, equipment, supplies, transportation, services, and applicable local, state, and/or federal taxes, fees, and patent rights to complete the work contemplated under the Agreement.

By submission of this Bid Proposal, Bidder certifies (and in the case of a joint bid, each party thereto certifies as to its own organization) that this bid has been arrived at independently without consultation, communication, or agreement as to any matter relating to this bid with any other bidder or with any competitor.

Bidder hereby agrees to commence work under the Agreement on July 1, 2016 following the award of contract by the County.

Bidder's Company Name: _____

Company Address: _____

Office Telephone No.: _____ Fax No.: _____

Mono County Business Lic. No.: _____

Name of Company Officer: _____ Title: _____

Bidder's Signature

Date

(Add seal if by a corporation)

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BID SCHEDULECOUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
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ITEM	DESCRIPTION	Bid Amount Per Pull (\$)	Assumed Annual Quantity	Total (\$)
1.	Cost Per MSW Pull - Bridgeport		72	
2.	Cost Per Bulky Item Bin Pull – Bridgeport		9	
3.	Cost Per MSW Pull – Benton		27	
4.	Cost Per MSW Pull – Chalfant		32	
5.	Cost Per Bulky Item Bin Pull – Chalfant		9	
6.	Cost Per 40YD Roll Off – Paradise		53	
7.	Cost Per MSW Pull – Pumice Valley		32	
8.	Cost Per Bulky Item Bin Pull – Pumice Valley		17	
9.	Cost Per MSW Pull – Walker		52	
10.	Cost Per Bulky Item Bin Pull – Walker		6	
11.	Drop-Off Recycling Service for All Sites		Annual Lump Sum	
12.	Cost Per Ash Bin – Benton		1	
13.	Cost Per Ash Bin – Bridgeport		1	
14.	Cost Per Ash Bin – Chalfant		4	
15.	Cost Per Ash Bin – Paradise		3	
16.	Cost Per Ash Bin – Pumice Valley		2	
17.	Cost Per Ash Bin – Walker		1	
18.	Employee Cost Per Hour– Benton		824	
19.	Employee Cost Per Hour– Bridgeport		984	
20.	Employee Cost Per Hour– Chalfant		824	
21.	Employee Cost Per Hour– Paradise		824	
22.	Employee Cost Per Hour– Pumice		824	
23.	Employee Cost Per Hour– Walker		824	
24.	Employee Cost Per Hour on a Holiday – Benton		8	
25.	Employee Cost Per Hour on a Holiday – Bridgeport		8	
26.	Employee Cost Per Hour on a Holiday – Chalfant		8	
27.	Employee Cost Per Hour on a Holiday – Paradise		8	
28.	Employee Cost Per Hour on a Holiday – Pumice		8	

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29.	Employee Cost Per Hour on a Holiday – Walker		8	
30.	Management, Training, and any other Administration (including required insurance and bonds)		Annual Lump Sum	
31.	Roll-Off Hauling Per Hour		20	
	Total Base Bid Amount	-	-	

ACKNOWLEDGEMENTS

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
MONO COUNTY TRANSFER STATION OPERATIONS

ACKNOWLEDGEMENT OF SITE VISIT(S)

The County of Mono is advised that I have visited the sites as acknowledged by my initials below. In doing so, I have made myself aware of the conditions that exist and have prepared the attached bid proposal accordingly. Although recommended, visiting the sites is **not a condition** of bid submittal.

Bridgeport Transfer Station:	Yes _____	No _____
Benton Transfer Station:	Yes _____	No _____
Chalfant Transfer Station:	Yes _____	No _____
Paradise Transfer Station:	Yes _____	No _____
Pumice Valley Landfill/TS:	Yes _____	No _____
Walker Landfill/TS:	Yes _____	No _____

Note: This questionnaire constitutes a part of the proposal, and signature on the signature portion of the proposal constitutes signature on this questionnaire.

DISCLOSURES AND CERTIFICATIONS

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
MONO COUNTY TRANSFER STATION OPERATIONS

QUESTIONNAIRE A

The Bidder shall complete the following questionnaire:

Has the Bidder, or any officer or employee of the Bidder who has a proprietary interest in the Bidder, ever been disqualified, removed, or otherwise prevented from bidding on or completing a federal, state, or local government contract because of a violation of law or safety regulation?

Yes: _____ No: _____

If the answer is yes, please explain the circumstances in the space provided below and/or attach separate sheet(s) as necessary, with signature affixed.

QUESTIONNAIRE B

Under penalty of perjury, the Bidder shall complete the following questionnaire:

Within the past three years, has the Bidder, or any officer or employee of the Bidder who has a proprietary interest in the Bidder, ever been convicted by a court of competent jurisdiction of any charge of fraud, bribery, collusion, conspiracy, or any act in violation of any federal or state antitrust law in connection with the bidding upon, award of, or performance of, any Public Works Contract, as defined in Section 1101, with any public entity as defined in Section 1100 of the California Public Contract Code; the Regents of the University of California; or the Trustees of the California State University?

Yes: _____ No: _____

If the answer is yes, please explain the circumstances in the space provided below and/or attach separate sheet(s) as necessary, with signature affixed.

Note: This questionnaire constitutes a part of the proposal, and signature on the signature portion of the proposal constitutes signature on this questionnaire.

WORKERS' COMPENSATION CERTIFICATION

I do hereby certify that I am aware of the provisions of the California Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of work in this contract.

Note: This questionnaire constitutes a part of the proposal, and signature on the signature portion of the proposal constitutes signature on this questionnaire.

NON-COLLUSION AFFIDAVIT

In accordance with Section 112, Title 23 of the United States Code, and with Section 7106 of the California Public Contract Code, and whether or not either of these Code sections may apply, the Bidder declares as follows:

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in this bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
BIDDER'S QUALIFICATION STATEMENT

COUNTY OF MONO, DEPARTMENT OF PUBLIC WORKS
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This Qualifications Statement will be used by Mono County to determine if a bidder is qualified to do the work to be performed and therefore to find if the bidder is a "responsible" bidder. The Qualifications Statement should be completed on behalf of the bidder by an officer or other individual who is knowledgeable about the bidder's past and current operations, policies, and practices. A response must be provided to each question. If a particular question does not apply, the response should state "not applicable" or "N/A". **Qualifications statements that contain missing or incomplete answers may render the proposal non-responsive.**

Answers may be expanded upon by attaching additional pages. Use 8½" x 11" paper and mark each additional page with the bidder's name and identification of the particular question to which an answer is being given. For the purposes of this Statement, the terms "company," "firm," "bidder," "proposer," and "contractor" are used interchangeably and have the same meaning.

The following documents or information must be included with your Qualifications Statement for this Bid Proposal:

Insurance: Contractor must provide proof that the firm is insured at least to the limits identified in the Sample Agreement.

Licenses: Copies of all applicable and current trade licenses issued to the Contractor which legally allow the Contractor to perform the work identified for this contract.

Previous Work History: This Statement includes a form titled "Experience on Completed or Ongoing Contracts." Please use this form to detail the work that the firm has performed within the last three years, as well as a minimum of three successfully-completed waste hauling contracts or transfer station operations contracts. Use one page per project and reproduce copies of the form as necessary. In each project description, identify your firm as a prime contractor, subcontractor, or joint venture partner.

OSHA Violations: If at any time within the past five years the Contractor has received an OSHA serious violation, you must provide copies of the *Citation and Notification of Penalty*, signed *Settlement Agreement*, and narrative which details the specific issue(s) cited, remedial action required and taken by the Contractor, amount of fine initially imposed, and ultimate resolution.

Resumes and Organizational Chart: The Contractor must include current resumes for each Principal and key individual identified in Question 2B below. The statement must also include a copy of the firm's current Organizational Chart.

Note: This Statement constitutes a part of the proposal, and signature on the signature portion of the proposal constitutes signature on this Statement.

1. GENERAL INFORMATION:

A. Type of organization: _____

If Corporation, include year and state incorporated

If Partnership, state whether general or limited

If Sole Proprietorship, include name of owner

If Joint Venture*, include name all partnering firms

(*Bidders submitting a bid as joint venture must obtain a joint venture contractor's license before they may be awarded a contract, per Business and Professions Code §7029.1).

B. Is the firm certified as a Minority Business Enterprise (MBE) or Women Business Enterprise (WBE)?

_____ Yes (attach certification letter) _____ No

2. PERSONNEL:

A. Identify the current number of employees below:

Employee Type	Full-Time	Part-Time
Office		
Field		

B. Principals and Key Personnel: On the chart below, supply the required information. Principals and Key Personnel include proprietors, partners, directors or officers of the firm; any manager or individual who participates in overall policy-making or financial decisions of the firm; any person who makes significant financial contributions to the firm's operations; any person in a position to control and direct the firm's overall operations or any significant part of its operation (including site foremen and superintendents). Resumes for Principals and Key Personnel must be provided herewith. Use additional sheets if necessary to identify all Principals and Key Personnel.

Description	Person 1	Person 2	Person 3
Name			
Title			
% Ownership			

(Use additional sheets if necessary to identify all Principals and Key Personnel)

3. FINANCIAL INFORMATION:

- A. Are there any liens outstanding against the Contractor?
(if yes, provide a detailed explanation on an attached sheet) Yes No
- B. Has the Contractor; any of its Principals or Key Personnel; or any predecessor or related business or entity, including but not limited to any entity wholly or partially owned or controlled by any of the Contractor's Principals or Key Personnel, been party to a bankruptcy or reorganization proceeding with the last five years?
(if yes, provide a detailed explanation on an attached sheet) Yes No
- C. Annual sales dollar volume of Contractor: \$_____

4. INTEGRITY OF CONTRACTOR: Please provide an explanation on an attached sheet for any of the following questions with the answer "yes".

- A. During the past five years has the Contractor:
- i. Been subject of a lien or claim of \$25,000 or more by a subcontractor or supplier? Yes No
 - ii. Failed to complete a contract? Yes No
 - iii. Been suspended, debarred, disqualified or otherwise declared ineligible to bid? Yes No
 - iv. Been defaulted on any contract? Yes No
 - v. Had a contract terminated? Yes No
 - vi. Had liquidated damages assessed against it upon completion of a contract? Yes No
 - vii. Been a plaintiff or defendant in any lawsuit arising out of a public or private construction contract? Yes No
- B. During the past five years has the Contractor, Principals or Key Personnel:
- i. Been a plaintiff or defendant in any lawsuit arising out of a public or private construction contract? Yes No
 - ii. Been the subject of an investigation involving any alleged violation of criminal law, civil antitrust law or other federal, state, or local civil law? Yes No
 - iii. Been convicted after trial or by plea of any felony under state or federal law? Yes No
 - iv. Entered a plea of nolo contendere to a charge of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or violation of an antitrust law? Yes No

B. Contract Capability (determined by size of previous work and bonding capacity):

- 1. \$0 - \$10,000
- 2. \$0 - \$50,000
- 3. \$0 - \$100,000
- 4. \$0 - \$250,000
- 5. \$0 - \$500,000
- 6. \$0 - \$1,000,000
- 7. \$0 - \$5,000,000
- 8. \$0 - \$10,000,000
- 9. \$0 - >\$10,000,000

C. Use the following form to identify experience on completed or ongoing projects over the last five years (a separate sheet must be completed for each project – three minimum).

PROJECT EXPERIENCE WITH TRANSFER STATION OPERATIONS
AND REFUSE HAULING

- Project Status: Contractor's Role*:
- Project completed
 - Work in progress
 - Prime Contractor
 - Subcontractor
 - Joint Venture Partner

* Entity submitting proposal is considered "Contractor"

Facility / Project Name: _____

Address of Project: _____

Project Owner: _____

Contract Amount (Contractor's Share): \$ _____ Was project bonded? Yes No

% of total project performed by Contractor by Contractor's own forces: _____%

Was Contractor required to possess a Performance Bond and/or Payment Bond? Yes No

Start Date: _____ Scheduled Completion Date: _____ Actual Completion Date: _____

Project Manager:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Reference familiar with Contractor's performance:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Description of work performed by Contractor: _____

PROJECT EXPERIENCE WITH TRANSFER STATION OPERATIONS
AND REFUSE HAULING

Project Status:

- Project completed
- Work in progress

Contractor's Role*:

- Prime Contractor
- Subcontractor
- Joint Venture Partner

* Entity submitting proposal is considered "Contractor"

Facility / Project Name: _____

Address of Project: _____

Project Owner: _____

Contract Amount (Contractor's Share): \$_____ Was project bonded? Yes No

% of total project performed by Contractor by Contractor's own forces: _____%

Was Contractor required to possess a Performance Bond and/or Payment Bond? Yes No

Start Date:_____ Scheduled Completion Date:_____ Actual Completion Date:_____

Project Manager:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Reference familiar with Contractor's performance:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Description of work performed by Contractor: _____

PROJECT EXPERIENCE WITH TRANSFER STATION OPERATIONS
AND REFUSE HAULING

Project Status:

- Project completed
- Work in progress

Contractor's Role*:

- Prime Contractor
- Subcontractor
- Joint Venture Partner

* Entity submitting proposal is considered "Contractor"

Facility / Project Name: _____

Address of Project: _____

Project Owner: _____

Contract Amount (Contractor's Share): \$ _____ Was project bonded? Yes No

% of total project performed by Contractor by Contractor's own forces: _____%

Was Contractor required to possess a Performance Bond and/or Payment Bond? Yes No

Start Date: _____ Scheduled Completion Date: _____ Actual Completion Date: _____

Project Manager:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Reference familiar with Contractor's performance:

Company: _____

Address: _____

Telephone: _____ email: _____

Contact Name: _____ Title: _____

Description of work performed by Contractor: _____
