

REQUEST FOR PROPOSALS

DEBRIS MANAGEMENT MONITORING SERVICES

FOR THE CITY OF PORT WENTWORTH

RFP #3920-012027



Prepared by: Department of Emergency Management

Dated: October 1, 2026

Proposal Due Date: November 16, 2026 @11:00 AM EST



**CITY OF PORT WENTWORTH
DEPARTMENT OF EMERGENCY MANAGEMENT**

100 Anchor Park Boulevard Port Wentworth, Georgia
31407

PROPOSAL NOTICE NO. **RFP 3920012027**

CLOSING DATE AND TIME: **November 16, 2026 @ 11:00 AM EST**

PROPOSAL TITLE: **Debris Management Monitoring Services for Port Wentworth**

You are invited to submit a proposal, in accordance with the requirements of this solicitation which are contained herein.

In order for your proposal to be considered, it must be submitted to the Department of Emergency Management no later than **11:00am on November 16, 2026**, at which time respondents to this request will be recorded in the presence of one or more witnesses. RFP received by the Emergency Management Department after the time specified will not be considered. Due to the possibility of negotiation with all respondents, the identity of any respondents or the contents of any proposal shall not be public information until after the contract award is made; therefore, the public is not invited to the proposal closing.

The proposal must be signed by an official authorized to bind the Offeror, and it shall contain a statement to the effect that the proposal is firm for a period of at least 90 days from the closing date for submission of proposal.

All submittals (see Submission Requirements) received in response to this Request for Proposal will be rated by a Selection Committee, based upon the Evaluation Form contained within this RFP. If the best proposal respondent is clearly identified from the point summary, there will not be a need for oral presentations. If not, then an oral presentation from a minimum of the top two rated firms shall be required.

This solicitation does not commit Port Wentworth to award a contract, to pay any costs incurred in the preparation of a proposal, or to procure or contract for the articles of goods or services. The City reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified firms, or to cancel in part or in its entirety this solicitation, if it is in the best interests of the City to do so.

“Original Signed”

Morgan Halloran
Emergency Management Director
(912) 966-7425

CITY OF PORT WENTWORTH

Title VI Statement to Prime Contractors, Subcontractors, Architects, Engineers, and Consultants



It is the policy of the City of Port Wentworth hereafter referred to as "Port Wentworth" or "the City", to comply with Title VI of the 1964 Civil Rights Act (Title VI) and its related statutes. To this end, Port Wentworth assures that no person shall be excluded from participation in, denied the benefit of, or subjected to discrimination under any of its programs or activities on the basis of race, color, national origin, age, sex, disability, religion, or language regardless of whether those programs and activities are Federally funded or not. The City is also committed to assuring every effort will be made to prevent the discrimination of low-income and minority populations as a result of any impact of its programs or activities. Port Wentworth also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations. Additionally, the City will take reasonable steps to provide meaningful access to services for persons with limited English proficiency. In addition, Port Wentworth will not retaliate against any person who complains of discrimination or who participates in an investigation of discrimination. Port Wentworth will, where necessary and appropriate, revise, update, and incorporate nondiscrimination requirements into appropriate documents, directives, and regulations.

Pursuant to Title VI requirements, any entity that enters into a contract with Port Wentworth including, but not limited to Prime Contractors, Subcontractors, Architects, Engineers, and Consultants, may not discriminate on the basis of race, color, national origin, age, sex, disability, religion, or language in their selection and retention of first-tier subcontractors, and first-tier subcontractors may not discriminate in their election and retention of second-tier subcontractors, including those who supply materials and/or lease equipment. Further, Contractors may not discriminate in their employment practices in connection with highway construction projects or other projects assisted by the U.S. Department of Transportation (USDOT) and/or the Federal Highway Administration (FHWA).

In all solicitations either by competitive bidding or negotiation made by the Contractor for work to Port Wentworth to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under the contract and the Title VI regulations relative to nondiscrimination on the basis of race, color, national origin, age, sex, disability, religion, or language by providing such a statement in its bidding and contract documents.

Upon request, the Contractor shall provide all information and reports required by Title VI requirements issued pursuant thereto, and shall permit access to its books, records, accounts and other sources of information, and its facilities as may be determined by Port Wentworth, USDOT, and/or FHWA to be pertinent to ascertain compliance with such regulations, orders, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to USDOT or FHWA, as appropriate and via Port Wentworth, and shall set forth what efforts it has made to obtain the information. In the event of the Contractor's non-compliance with nondiscrimination provisions of this contract, USDOT may impose such contract sanctions as it or FHWA may determine to be appropriate, including, but not limited to:

- Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
- Cancellation, termination, or suspension of the contract, in whole or in part.

In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of this direction to comply with Title VI, the Contractor may request USDOT to enter into such litigation to protect the interests of USDOT and FHWA. Additionally, the Contractor may request the United States to enter into such litigation to protect the interests of the United States. Any person or Subcontractor who believes that they have been subjected to an unlawful discriminatory practice under Title VI has a right to file a formal complaint within one hundred eighty (180) days following the alleged discriminatory action. Any such complaint must be filed in writing or in person:

**City of Port Wentworth
100 Anchor Park Blvd ○ Port Wentworth, GA 31407
912-966-7425 Telephone E-mail: mhalloran@portwentworthga.gov**

BACKGROUND

Port Wentworth is located in Chatham County, Georgia. The City spans approximately 16 square miles, and is the home of 18,000 residents.

Per the requirements by FEMA, the City of Port Wentworth shall be prepared in advance for natural disasters.

PROJECT PURPOSE

Port Wentworth requests PROPOSALS from all interested consulting firms, licensed in the State of Georgia, with demonstrated experience in providing disaster debris removal, reduction, and disposal monitoring services. Experience shall also include marine debris removal monitoring from waterways. The purpose of the RFP is to determine the most qualified firm to provide monitoring services in preparation for natural disasters and other debris-generating events. Upon being awarded a contract the firm shall provide monitoring services in the event of a disaster or emergency; the firm shall service the City first and respond no later than 36 hours prior to the estimated landfall and be on-call to provide all support to ensure the safety and well-being of all residents and visitors.

SCOPE OF WORK

Disaster Debris Monitoring Services

The selected firm will be expected to provide disaster debris monitoring services to include debris generated from the public rights-of-way, private property, drainage areas, waterways, and other public, eligible or designated areas. Services may include but are not limited to:

- a. Prepare and submit daily operational reports to the City no later than 10:00am the following day, including debris quantities, collection areas, contractor activity, staffing, operational issues, and progress to date.
- b. Scheduling work for all team members and contractors on a daily basis.
- c. Hiring, training, scheduling, and managing field staff.
- d. Monitoring recovery contractor operations and making/implementing recommendations to improve efficiency as well as speed up recovery work and assure all debris removal work meets FEMA eligibility guidelines.
- e. Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring.
- f. Entering load tickets into a database application.
- g. Digitizing of source documentation (such as load tickets).
- h. Furnishing and operating an automated/electronic (paperless) debris tracking system.
- i. Developing daily operational reports to keep the City informed of work progress.
- j. Develop and maintain maps, GIS applications, dashboards, and other visual reporting tools, as necessary, to track debris collection, monitor contractor progress, identify completed and outstanding collection areas, provide the City with current operational information, and ensure compliance with applicable EHP and FEMA guidelines.
- k. Comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices prior to submission of the City for processing.
- l. Project Worksheet and other pertinent report preparation required for reimbursement by FEMA, FHWA and any other applicable agency for disaster recovery efforts by City staff and designated debris removal contractors.

Emergency Management Planning, Training, and Staff/Equipment Augmentation

As directed by the City Debris Manager the Consultant shall provide:

- a. Development of a debris management plan- including identification of an adequate number of debris site locations. Staff training as necessary.
- b. Procurement assistance for debris removal contractors and associated services.
- c. Hazard mitigation plan and programs.
- d. Other emergency management plans and documents as directed by the City.
- e. Staff and equipment to support the City in various functional areas as required following an emergency event.
- f. Other consulting serves as requested by the City.

Grant Management Consulting Services

As directed by the City, the consultant shall provide:

- a. Identification of eligible emergency and permanent work (Category A-G);
- b. Damage Assessment
- c. Assistance in attaining Immediate Needs Funding;
- d. Prioritization of recovery workload;
- e. Loss measurement and categorization;
- f. Insurance evaluation, documentation adjusting and settlement services;
- g. Project Worksheet formulation, generation and review.
- h. FEMA, FHWA, HMGP, CDBG, NRCS and additional reimbursement support;
- i. Staff augmentation with experienced Public Assurance Coordinators and Project Officers;
- j. Interim inspections, final inspections, supplemental Project Worksheet generation and final review;
- k. Appeal services and negotiations;
- l. Reconstruction and long-term infrastructure planning; and
- m. Final review of all emergency and permanent work performed.

PROPOSAL SUBMISSION INSTRUCTIONS

1. Electronically submit files to the Emergency Management Director via email or via certified mail such as USPS/FEDEX. If submitting files via mail, a digital copy on a thumb drive must be included. Files must contain the Vendors name:
 - a. **Proposal Submittal Contents (items #1-#5 on page 6)**
 - b. **Fee Schedule**
 - c. **Exhibits A&B**
 - d. **Vendor AP Packet, please see attached.**
2. Offeror (s) will be emailed a copy of the Statement of Award.
3. Prohibition of Gratuities: It shall be unethical for any person to offer, or give, or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore.
4. Questions
 - a. Submit questions you have, at least ten (10) calendar days prior to proposal closing date to mhalloran@portwentworthga.gov
 - b. Answers to questions received that would change and/or clarify this solicitation will be provided via email.
 - c. Selection Committee members SHALL NOT be contacted during the RFP process.
5. In order to do business with the City of Port Wentworth, vendors must register with Procurement Services through our Vendor Registration system which will be provided in this RFP. The City may reject any quotes, bids, proposals, and qualifications submitted by businesses that are not registered. Registering also allows businesses to identify the type of goods and services they provide so that they may receive email notifications regarding relevant solicitations out for bid.

PROPOSAL SUBMITTAL CONTENTS

To achieve a uniform review process and allow for adequate comparability, the information is to be organized in the manner specified below and the entire package must not exceed 15 double-sided printed pages excluding Exhibit A and B, cover pages and tabs.

1. **Executive Summary**: Objectives of the project, scope of work, and related issues which must be addressed throughout development stages of the planning.
2. **Work Plan and Scheduling** – A summary of tasks to be performed from evaluation of data through installation of equipment. Include a timeline of key milestone dates to include overall durations for each major task.
3. **Fee Schedule**- A summary of costs per position/hourly rate, this should include normal expenses such as lodging, per diem, meals, transportation, etc.
4. **Experience and Qualifications**: Experience and qualifications of the team members, with an emphasis on similar type projects completed within the last five (5) years. Provide an organizational chart including sub-consultants and contractors.
5. **List any exceptions, qualifications, or exclusions to this RFP**

ALL OTHER PAGES SHALL REMAIN PART OF THE RFP

BY REFERENCE AND IT IS NOT NECESSARY TO RETURN THESE ITEMS.

Reserved Rights

The City shall not be responsible for any of the costs associated with responding to this request and all submitted materials shall become the property of the City. Furthermore, the City expressly reserves the right and options to:

- Reject any or all proposals and re-advertise if deemed necessary
- Waive any or all formalities and technicalities
- Approve, disapprove, or cancel all services associated with the project

The City has yet to decide whether to select one or more firms to provide some or all of the services described in this document. All selected firms will perform such services under the direct supervision of the Department of Emergency Management.

Selection & Notification

The selected firms will be given written notification of being selected by the City. This work may be awarded in whole or in part at the sole discretion of the City. The City will negotiate and execute a contract with the selected firm(s) prior to the beginning of the actual services. Should contract negotiations fail, the City will negotiate with the next highest ranked firm. In general, the contract will comply with applicable laws and standard provisions and shall contain the following terms:

- Detailed scope of services
- Schedule for providing services
- Cost of services

TYPES OF SERVICES REQUIRED:

Disaster Recovery- Monitoring of storm debris removal, debris management, debris site management, debris disposal and marine debris removal and disposal. Other services include reporting requirements and a pre-season kickoff meeting.

PROCEDURES FOR SELECTION OF CONSULTANT

2-1. GENERAL

Qualifications-based procedures require that a contract for services be awarded pursuant to a fair and open selection process based on the qualifications of the firms. The fees for such services are established following selection of a firm through a negotiation process to determine a fair and reasonable price.

2-2. OBJECTIVE

Vendors employed for work on projects shall be responsible and possess the ability to perform successfully under the terms and conditions of the proposed procurement. Consideration shall be given to such matters as integrity, record of past performance, extent of experience with the type of services required by the sponsor, technical resources, and accessibility to other necessary resources.

2-3. QUALIFICATIONS-BASED SELECTION PROCEDURES. Offeror shall be selected based on their qualifications and experience, with fees determined through negotiations following selection.

The highest ranked offerors shall be selected, and price proposals shall be negotiated with one or more of the firms identified through the qualifications-based selection procedure.

2-4. SELECTION CRITERIA. Criteria include, but are not limited to, the following:

- a. Demonstrated understanding of the needs presented by the proposal.
- b. Soundness of consultant's approach to the needs presented by the project, including consultants' methodology for achieving specific tasks and objectives.
- c. Experience and capacity of offeror, including recent and related experience.
- d. Qualifications of project personnel and consultant's ability to commit a capable staff and support for a project of this size and under the time constraints as listed in the RFP.
- e. Reasonableness of Consultant's fee in relation to the Scope

PORT WENTWORTH STANDARD CLAUSES

CONTRACTUAL REQUIREMENTS

- 1.0 EXCUSABLE DELAY: The Contractor shall not be liable for any excess costs, if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and the subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.
- 2.0 OFFEROR'S PROPOSALS: Offeror must, upon request of the City, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of this Request for PROPOSALS. The Procurement Services Department reserves the right to make the final determination as to the offeror's ability to provide the services requested herein, before entering into any contract.
- 3.0 OFFEROR RESPONSIBILITY: Each offeror shall fully acquaint themselves with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this Request for PROPOSALS. It is expected that this will sometimes require on-site observation. The failure or omission of an offeror to acquaint themselves with existing conditions shall in no way relieve him of any obligation with respect to this Request for PROPOSALS or to the contract.
- 4.0 AFFIRMATIVE ACTION: The Contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped and concerning the treatment of all employees, without regard or discrimination by reason of race, religion, sex, national origin, or physical handicap.
- PRIME CONTRACTOR RESPONSIBILITIES: The Contractor will be required to assume sole responsibility for the complete effort, as required by this RFP. The City will consider the Contractor to be the sole point of contact with regard to contractual matters.

- 5.0 SUBCONTRACTING: If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made with same. All subcontractors must be approved, in writing by the City, or when applicable a political subdivision within the City with the City's concurrence. The successful offeror will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the vendor. The City reserves the right to reject any or all subcontractors and require substitution of a firm qualified to participate in the work as specified herein.
- 6.0 OWNERSHIP OF MATERIAL: Ownership of all data, material, and documentation originated and prepared for the City pursuant to this contract shall belong exclusively to the City.
- 7.0 INSURANCE REQUIREMENTS: Prior to commencing work/delivery hereunder, Contractor/Vendor, at there expense, shall furnish insurance certification showing the certificate holder as City of Port Wentworth, 7224 HWY 21, Port Wentworth, GA 31407, Attention: Emergency Management Director and with a special notation naming Port Wentworth as an additional insured on the liability coverage. Minimum coverage shall be as follows:
- (A) Worker's Compensation Insurance - Contractor shall have and maintain, during the life of this contract, Worker's Compensation Insurance for his employees connected to the work/delivery, in accordance with the Statutes of the State of Georgia and any applicable laws.

- (B) Commercial General Liability Insurance – Contractor shall have and maintain, during the life of this contract, Commercial General Liability Insurance. Said Commercial General Liability Policy shall contain Contractual Liability and Products/Completed Operations Liability subject to the following minimum limits: \$1,000,000 Each Occurrence/\$2,000,000 General Aggregate and \$2,000,000 Products/Completed Operations Aggregate naming the City of Port Wentworth as an additional insured.
- (C) Comprehensive Automobile Liability Insurance - The Contractor shall have and maintain, during the life of this contract, Comprehensive Automobile Liability, including non-owned and hired vehicle, of at least \$500,000 COMBINED SINGLE LIMIT.
- (D) ADDITIONAL INSURANCE REQUIREMENT: Umbrella Liability Insurance – Contractor shall have and maintain, during the life of this contract, Umbrella Liability Insurance with a minimum limit of \$2,000,000
- (E) Professional Liability (Errors & Omissions) – The vendor shall maintain a limit no less than \$1,000,000 per occurrence.
- (F) The required insurance policy at the time of issue must be written by a company licensed to do business in the State of Georgia and be acceptable to the City.
- (G) The Contractor/vendor shall not cause any insurance to be canceled or permit any insurance to lapse. All insurance policies shall contain a clause to the effect that the policy shall not be canceled or reduced, restricted, or limited until fifteen (15) days after the City has received written notice, as evidenced by return receipt of registered or certified letter. Certificates of Insurance shall contain transcript from the proper office of the insurer, the location, and the operations to which the insurance applies, the expiration date, and the above-mentioned notice of cancellation clause.
- (H) The information described above sets forth-minimum amounts and coverages and is not to be construed in any way as a limitation on the Contractor's liability.

8.0 INDEMNITY:

The Contractor/ Vendor hereby agrees to indemnify and save harmless the City, its officers, agents, and employees from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal of any kind and nature arising or growing out of or in any way connected with the performance of the Agreement, whether by act of omissions of the Contractor, its agents, servants, employees or others, or because of or due to the mere existence of the Agreement between the parties.

9.0 TERMINATION FOR DEFAULT:

- 9.1 The performance of Work under the Agreement may be terminated by the City, in accordance with this clause, in whole or in part, in writing, whenever the City of Port Wentworth shall determine that the Contractor has failed to meet the performance requirements of this Agreement.
- 9.2 The City of Port Wentworth has the right to terminate for default, if the Contractor fails to make delivery of the supplies or perform the Work, or if the Contractor fails to perform the Work within the time specified in the Agreement, or if the Contractor fails to perform any other provisions of the Agreement.

- 10.0 TERMINATION FOR CONVENIENCE: The City may without cause terminate this contract in whole or in part at any time for its convenience. In such instance, and adjustment shall be made to the Contractor, for the reasonable costs of the work performed through the date of termination. Termination costs do not include lost profits, consequential damages, delay damages, unabsorbed or under absorbed overhead of the Contractor or its subcontractors, and/or failure to include termination for convenience clause into its subcontracts and material purchase orders shall not expose the City to liability for lost profits in conjunction with a termination for convenience settlement or equitable adjustment. Contractor expressly waives any claims for lost profit or consequential damages, delay damages, or indirect costs which may arise from the County's election to terminate this contract in whole or in part for its convenience.
- 11.0 TERMINATION FOR NON-APPROPRIATIONS: Funds for this contract are payable from State and/or Federal and/or Port Wentworth appropriations. In the event sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to Port Wentworth.

SPECIAL INSTRUCTIONS

- 1.0 INTENT TO PERFORM: It is the intent and purpose of Port Wentworth that this request permits competition. It shall be the offeror's responsibility to advise the Emergency Management Department if any language, requirements, etc., or any combinations thereof inadvertently restricts or limits the requirements stated in this RFP to a single source. Such notification must be submitted in writing and must be received by the Emergency Management Department not later than ten (10) days prior to the Request for PROPOSALS opening date. A review of such notifications will be made.
- 2.0 RECEIPT OF REQUEST FOR PROPOSALS: Request for Proposals, amendments thereto, or withdrawal requests received after the time advertised for Request for Proposals opening will be void.
- 3.0 PREPARATION OF REQUEST FOR PROPOSALS
- 3.1 All Requests for PROPOSALS should be complete and carefully worded and must convey all of the information requested by the City. If significant errors are found in the offeror's Request for PROPOSALS, or if the Request for PROPOSALS fails to conform to the essential requirements of the RFP, the City and the City alone will be the judge as to whether that variance is significant enough to reject the Request for PROPOSALS.
- 3.2 Request for PROPOSALS should be prepared simply and economically, providing a straightforward, concise description of offerors capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content.
- 3.3 Request for PROPOSALS should be in a single document where practical. All documentation submitted with the Request for PROPOSALS should be included in that single document.
- 3.4 If your Request for PROPOSALS includes any comment over and above the specific information requested in our Request for Request for PROPOSALS (RFP), you are to include this information as a separate appendix to your Request for PROPOSALS.

- 4.0 AMENDMENTS: Offeror shall acknowledge receipt of all amendments issued by the City prior to the proposal closing date. Failure to acknowledge an amendment may render a proposal non-responsive when the amendment materially affects the solicitation requirements
- 5.0 ADDITIONAL INFORMATION: Offerors requiring additional information may submit their questions, in writing to the Emergency Management Department. Answers to questions received that should change and/or clarify this solicitation will be provided in writing to all offerors via an amendment.
- 6.0 ORAL PRESENTATION/DISCUSSIONS: Any offeror or all offerors may be requested to make an oral presentation of their Request for PROPOSALS to the City, after the Request for PROPOSALS opening. Discussions may be conducted with responsible offerors, who submit Request for PROPOSALS determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of and responsiveness to the solicitation requirement.

Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of Request for PROPOSALS, and such revisions may be permitted after submissions and prior to award, for the purpose of obtaining best and final offers. The purpose of these presentations/discussions will be to:

- (A) Determine in greater detail such offeror's PROPOSALS.
 - (B) Explore with the offeror the scope and nature of the project, the offeror's proposed method of performance, and the relative utility of alternative methods of approach.
 - (C) Determine that the offeror will make available the necessary personnel and facilities to perform within the required time.
 - (D) Agree upon fair and reasonable compensation, taking into account the estimated value of the required services/equipment, the scope and complexity of proposed project, and nature of such services/equipment.
- 7.0 AWARD: An award resulting from this request shall be awarded to the responsive and responsible offeror whose Request for PROPOSALS is determined to be most advantageous to the City, taking into consideration price and the evaluation factors set forth herein; however, the right is reserved to reject any and all Request for PROPOSALS received, and in all cases the City will be the sole judge as to whether an offeror's Request for PROPOSALS has or has not satisfactorily met the requirements of this RFP. No services shall commence, and no expenditure or payment obligation shall be incurred on behalf of the City, until a written contract has been fully executed by the City Manager and all required procurement, vendor registration, insurance, funding, and other applicable City requirements have been satisfied.
- 8.0

PUBLIC ACCESS TO PROCUREMENT INFORMATION: No such documents or other documents relating to this procurement will be presented or made otherwise available to any other person, agency, or organization until after award. Commercial or financial information obtained in response to this RFP, which is privileged and confidential, will not be disclosed. Such privileged and confidential information includes information which, if disclosed, might cause harm to the competitive position of the offeror supplying the information. All offerors, therefore, must visibly mark as "Confidential" each part of their Request for PROPOSALS, which they consider containing proprietary information.

EXHIBIT A

Certification regarding Debarment, Suspension, Ineligibility, and Voluntary exclusion

The contractor certifies, by submission of this qualification statement or acceptance of a contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any State, Federal department, or agency.

It further agrees by submitting this qualification statement that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/bid.

State whether your company has been involved in any litigation within the past five (5) years, arising out of your performance.

Circle Yes or No.

If you answer yes, explain fully if it has been involved in any litigation involving performance.

EXHIBIT B

EVALUATION FORM

DATE: _____

RFP#: _____ TITLE: _____

EVALUATOR: _____

OFFEROR: _____

Proposals will be judged on the final criteria:

		POINT RANGE	POINTS ASSIGNED
1.0	References on recent projects of comparable size and scope, including projects over 50,000 C.Y.	0-20 Points	
2.0	Diverse project experience including ROW, C&D Debris, marine debris, private property, structure demolition, and vessel removal.	0-15 Points	
3.0	Capacity to respond immediately.	0-25 Points	
4.0	Qualifications of project personnel and consultant's ability to commit a capable staff and support for a project of this size and under the time constraints as listed in the RFP.	0-20 Points	
5.0	Consultant's reasonableness of fee in relation to the scope	0-20 Points	
		Total Points	