



# **REQUEST FOR QUOTATIONS**

**BAY COUNTY  
MOSQUITO CONTROL  
SCRAP TIRE PROCESSING  
BCQ 012012**

**THOMAS HICKNER  
BAY COUNTY EXECUTIVE**

REQUEST FOR QUOTATIONS – THIS IS NOT AN ORDER OR OFFER

IF FOR ANY REASON YOU CANNOT QUOTE, RETURN THIS FORM SO STATING TO INSURE THAT YOUR NAME MAY BE RETAINED ON OUR QUOTES LIST.

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**DATE OF QUOTE REQUEST:** MARCH 5, 2012

**PROPOSED DATE/TIME REQUIRED:** MARCH 16, 2012 @ 10:00 AM.

**SUBMIT QUOTATION TO:** BAY COUNTY MOSQUITO CONTROL  
ATTN: TOM PUTT  
810 LIVINGSTON AVE  
BAY CITY, MI 48708-5128

**MARK QUOTATION:** "BCQ 012012 MOSQUITO CONTROL TIRE SHREDDING PROJECT" DELIVER TO MOSQUITO CONTROL OFFICE

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The Bay County Mosquito Control Division is soliciting quotes for the disposal of accumulated used tires within Bay County known to be, or to have the potential to become, mosquito-breeding sites.

**REQUIRED SERVICE:**

1. The Shredder shall collect and process tires on a load-by-load basis and shall not accumulate tires in piles while waiting shredding.
2. The County shall designate sites for pick-up of tires on a priority basis.
3. The Shredder shall supply a 53-foot closed, lockable semi-van to locations designated by the County prior to starting tie of the collection project. The van will be removed from the collection site within no more than 24-hours upon County notice of completion of a collection project.

**REQUIREMENTS FOR QUOTATIONS:**

1. All Quotes must be good for ninety (90) days after the previous stated request date.
2. Quotes will be accepted on the attached form delivered in person or by U.S. Mail. (SEE ATTACHMENT A).
3. Vendor is required to accompany their formal quote with a Sworn Statement (Certification) affirming they have not been a party to a collusive agreement (SEE ATTACHMENT B).
4. Questions and/or concerns on any specification can be directed to Thomas Putt, Director, Mosquito Control, 989-894-4555 or [puttt@baycounty.net](mailto:puttt@baycounty.net)
5. All Sub-contractors must be approved by Bay County.
6. The County reserves the right to accept or reject any or all quotes, to waive any irregularities and to make the final determination as to the best low qualified quote.

## GENERAL INFORMATION:

1. **ADDENDA:** All additions, corrections or changes to the solicitation documents will be made by addenda only. Bidders shall not rely upon interpretations, corrections, or changes made in any other manner, whether by telephone or in person. Additions, corrections, and changes shall not be binding unless made by addenda. All addenda issued shall become part of the Agreement documents. Addenda will be sent to all known potential bidders by e-mail.
2. **TAX-EXEMPT STATUS:** Bay County is a tax exempt entity. A tax exempt form will be provided to the successful bidder.
3. **RESPONSIBILITY:** Bidders are solely responsible for ensuring their quote is received by the Bay County Mosquito Control division in accordance with the solicitation requirements, before the date and time specified in this Request, and at the place specified.

The Bay County Mosquito Control Division shall not be responsible for any delays in mail or by common carrier or mistaken delivery. Delivery of quote shall be made to the Bay County Mosquito Control Division, 810 Livingston, Bay City, MI 48708.

Deliveries made before the due date and time but to the wrong office will be considered non-responsive unless re-delivery is made to the office specified before the due date and time specified in this Request.

4. **INSURANCE:** The Shredder shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the Shredders service, whether such service be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
  - a. Worker's compensation insurance for claims under Michigan's Workers' Compensation Act or other similar employee benefit act of any other state applicable to an employee.
  - b. Employer's liability insurance, in conjunction with workers' compensation insurance, for claims for damages because of bodily injury, occupational sickness or disease or death of an employee when workers' compensation may not be an exclusive remedy, subject to a limit of liability of not less than \$100,000 each accident.
  - c. Motor vehicle liability insurance required by Michigan law including no-fault coverage for claims arising from ownership, maintenance or use of a motor vehicle with liability limits of not less than \$500,000 per occurrence combined single limit bodily injury and property damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
  - d. General liability insurance for claims for damages because of bodily injury or death of any person, other than the contractor's employees, or damage to tangible property of others, including loss of use resulting by other specific liability insurance and are ordinarily insurable under general liability insurance, subject to bodily injury limits of not less than \$1,000,000 each occurrence and mandatory \$1,000,000 annual aggregate and property damage limits of not less than \$500,000 each occurrence; or combined bodily injury/property damage limits of not less than \$750,000 each occurrence, and \$1,000,000 annual aggregate.

Insurance required shall be in force until acceptance by the County of the entire completed work, and shall be written for not less than any limits of liability specified above. The Shredder has the responsibility of having any subcontractor comply with these insurance requirements. Certificates of insurance, acceptable to the County, shall be filed with the County prior to commencement of the project. These certificates shall contain a provision that coverages afforded under the policies will not be modified or canceled without 30 days prior written notice to the County.

The following wording shall appear on the certificates of insurance:

*"It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction, and/or material change in coverage will be mailed to Bay County."*

Commercial general liability as described above shall include an endorsement stating the following shall be ADDITIONAL INSUREDS:

*“It is understood and agreed that the following shall be additional insureds: The County of Bay, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees, and volunteers”.*

This coverage shall be primary to the additional insureds, and not contributing with any other insurance or similar protection available to the additional insureds, whether said other available coverage be primary, contributing, or excess.”

5. Proposals must be returned no later than **March 16, 2012 @ 10:00 a.m.** in a sealed envelope clearly marked **“Mosquito Control Tire Shredding”**. **The same should be mailed or hand delivered to the Bay County Mosquito Control, 810 Livingston, Bay City, Michigan 48708.**
6. **NON-DISCRIMINATION:** In accordance with the Constitution of the State of Michigan 1963, Article I – Declaration of Rights, § 26.-Affirmative action, the County shall not discriminate against, or grant preferential treatment to, any individual or group on the basis of race, sex, color, ethnicity, or national origin in the operation of public employment, public education, or public contracting. As permitted by the Constitution, the County will utilize bona fide qualifications based on sex that are reasonably necessary to the normal operation of public employment, public education, or public contracting. The County may suspend compliance with § 26 where such action must be taken to establish or maintain eligibility for any federal program, if ineligibility would result in a loss of federal funds to the County.

Except as modified in the preceding paragraph, any individual or business entity providing goods and/or services to Bay County shall be required to comply with current provisions of the Equal Opportunity Act. For Individuals with Disabilities (42 USCA § 12101 et seq.) and Equal Employment Opportunities (42 USCA § 2000e) in projects receiving federal assistance; and the Elliot-Larsen Civil Rights Act (MCL 37.1201 et seq.) and the Michigan Individuals with Disabilities Civil Rights Act (MCL 3701101 et seq.). Such individual or business entity shall not discriminate against any individual with respect to hire, tenure, terms, conditions or privileges of employment because of a disability that is unrelated to the individual’s ability to perform the duties of a particular job position, or because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant except as modified by Constitution Article 1, §26, shall be regarded as a material breach of any transaction or agreement between Bay County and the individual or business entity. The county shall vigorously enforce these covenants through use of sanctions available within the Bay County Purchasing Policy or legal action.

The County reserves the right to accept or reject any or all quotes, to waive any irregularities and to make the final determination as to the best low qualified quote.

**ADA Assistance:** The County of Bay will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered, to individuals with disabilities upon 10 days notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Michael Gray, Assistant County Executive for Recreation and Administrative Services  
Office of the Bay County Executive  
Bay County Building  
515 Center Avenue  
4<sup>th</sup> Floor, Suite 401  
Bay City, MI 48708-5128  
(989) 895-4130  
(989) 895-4049 TDD

Thomas Putt  
Bay County Mosquito Control  
810 Livingston  
Bay City, MI 48708  
Email: [4utt@baycounty.net](mailto:4utt@baycounty.net)

**THIS QUALIFICATION PROCESS WILL BE CONDUCTED IN CONFORMITY WITH THE BAY COUNTY PURCHASING POLICY**

QUOTE SPECIFICATIONS SUMMARY

Price per 53-foot fully loaded locked container

\$\_\_\_\_\_ per trailer

**CERTIFICATION**

The individual signing below certifies:

1. They are fully authorized to submit this quote, including all assurances, understanding and representations contained within it which shall be enforceable as specified.
2. The individual has been duly authorized to act as the official representative of the quotation, to provide additional information as required and, if selected, to consummate the transaction subject to additional, reasonable standard terms and conditions presented by County.
3. This proposal was solely developed and prepared without any collusion with any competing quote or County employee.
4. The content of this quotation has not and will not knowingly be disclosed to any competing or potentially competing bidder prior to the proposal opening date, time, and location indicated.
5. No action to persuade any person, partnership, or corporation to submit or withhold a quote has been made.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

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

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date: \_\_\_\_\_