



## Notice to Bidders Debris Monitoring Services

Date: May 18, 2021

The County of Tyler invites qualified firms to respond to this sealed bid request by providing their qualification and experience for consideration to provide Disaster Debris Monitoring Services on an as-needed basis.

### DISASTER DEBRIS MONITORING SERVICES

The scope of services shall include, but not be limited, to the following:

The County of Tyler seeks qualified firm(s) to assist in the monitoring of disaster debris collection and disposal operations on behalf of the County of Tyler, ensuring compliance with Federal requirements and Applicant debris management plans as related to contractor oversight, truck measurements, load ticket preparation and issuing, report preparation, and project administration.

The Debris Monitoring Contractor shall provide personnel to monitor debris loading sites and personnel to monitor debris management sites (DMS)/disposal sites located in the County of Tyler. Each site will operate approximately 12 to 14 hours per day, 7 days per week. The exact number and locations of sites will be determined by the Debris Manager.

The Debris Monitoring Contractor shall provide all management, supervision, labor, transportation, and equipment necessary to initiate load tickets at debris loading sites, estimate the volume of debris (in cubic yards) being delivered by trucks to each DMS/disposal site, and support the operations of the field supervisor(s), debris loading and tower/site monitors, and clerical staff.

The Bid should address the following:

- Office location responsible for this project
- Key
- Evidence of satisfactory completion of disaster debris monitoring in the past 5 years at similar jurisdictions
- The scope, project budget, and operational duration (include the firm's contract manage, and phone number and e-mail address for each disaster response or project, if available)
- Summarized past relevant experience for each response should include the following:
  - o Type of disaster—hurricane, tropical storm, tornado, etc.
  - o Type of jurisdiction—city, county, district, or combination
  - o Collection debris monitoring assignments
  - o DMS debris monitoring assignments
  - o Final disposal debris monitoring functions
  - o FEMA reimbursement actions and issue resolution
- List of references
- Knowledge and experience with Applicant solid waste regulations and the disaster debris management policies

- Sub-consultant(s)/subcontractors that may be used on this project
- 3-year claims/litigation history and status

Any material received that is not requested may be discarded. Bindery (except removable fasteners) in any form is not preferred, nor is specially prepared covers, dividers, tables of content, organizational charts, reference letters, etc.

The evaluations made as a result of reviewing the above information from each firm will be part of the basis for developing a short list of firms who may be scheduled to make presentations before the Commissioner's Court, and may serve as continuing information for the final ranking.

Each firm should submit sealed documents that provide evidence of capability to provide the Debris Monitoring services required for this project. Each short-listed firm may be contacted via telephone and a follow-up letter advising of date and time for presentations/interviews.

The County of Tyler will not consider oral/written communications, prior to the conclusion of short-listing firms, that vary the terms of the submittals.

#### PRESENTATIONS/INTERVIEWS

The Commissioner's Court may provide a list of subject matter for discussion. Each short-listed firm will be given equal time to make presentations, but the question-and-answer time may vary.

All inquiries are to be directed to Ken Jobe, Emergency Management Coordinator at 409-331-0874.

Interested firms should submit sealed copies (7) of materials.

Sealed bids MUST BE RECEIVED by Monday, June 14, 2021, no later than 11:00 A.M. *Electronically transmitted and late or misdirected submittals will not be accepted.*