

CALLOWAY COUNTY FISCAL COURT

REQUEST FOR PROPOSALS (RFP) Countywide Disaster Debris Removal Services

1. INTRODUCTION

The Calloway County Fiscal Court is seeking sealed proposals from qualified vendors to provide comprehensive countywide disaster debris removal services. These services shall be provided in response to natural or man-made disasters including, but not limited to, tornadoes, floods, severe storms, ice events, and other emergencies.

The selected contractor(s) will assist the County in the **timely, efficient, and FEMA-compliant removal, reduction, and disposal of disaster-generated debris.**

2. LEGAL NOTICE & AUTHORITY

The Calloway County Fiscal Court, Kentucky, hereby solicits sealed proposals pursuant to **KRS 424.260** and in accordance with applicable provisions of the **Kentucky Model Procurement Code (KRS Chapter 45A, where applicable)** for countywide disaster debris removal services.

The Fiscal Court reserves the right to accept or reject any and all proposals pursuant to **KRS 67.080** and to waive irregularities in the procurement process where deemed in the best interest of the County.

3. SCOPE OF SERVICES

The Contractor shall provide all labor, supervision, equipment, materials, and incidentals necessary to perform the following services:

A. Debris Removal

- Clearance of public rights-of-way, roads, and bridges
- Removal of vegetative debris, construction & demolition debris, white goods, and hazardous waste (as directed)
- Tree cutting, stump removal, and leaning tree removal (hazard trees)

B. Debris Collection & Hauling

- Curbside collection in designated areas
- Hauling to approved Temporary Debris Storage and Reduction (TDSR) sites or final disposal locations

C. Debris Reduction

- Grinding, chipping, burning (if permitted), and volume reduction
- Site management of TDSR locations

D. Disposal

- Disposal in accordance with all local, state, and federal regulations
- Separation of debris streams as required by FEMA

E. Documentation & Compliance

- Load tickets and documentation compliant with FEMA Public Assistance Program
- GPS tracking and load monitoring (if required)
- Coordination with County debris monitoring contractors

4. CONTRACT TERM

- The contract shall be for an **initial term of three (3) years**, with the option to renew for two (2) additional one-year periods upon mutual agreement.
- This will be an **“on-call” contract**, activated only upon declaration of a disaster or emergency by the County or State.

5. FEMA AND REGULATORY COMPLIANCE

All work must comply with:

- FEMA Public Assistance Program requirements (2 CFR Part 200)
- Kentucky Revised Statutes (KRS), including **KRS 45A (Model Procurement Code)**
- OSHA safety standards
- EPA and Kentucky environmental regulations

Contractor must acknowledge that **payment may be contingent upon FEMA reimbursement**, and all documentation must meet FEMA eligibility standards.

6. MINIMUM QUALIFICATIONS

Proposers must demonstrate:

- Experience with at least three (3) comparable disaster debris removal projects
- Familiarity with FEMA reimbursement requirements
- Availability of sufficient equipment and personnel for large-scale operations
- Financial capability to mobilize rapidly
- Proper licensing and insurance

7. INSURANCE REQUIREMENTS

The Contractor shall maintain, at minimum:

- General Liability: \$1,000,000 per occurrence
- Automobile Liability: \$1,000,000
- Workers' Compensation: Statutory limits
- Umbrella/Excess Liability: \$2,000,000

Certificates of insurance must be provided prior to contract execution.

8. PROPOSAL SUBMISSION REQUIREMENTS

Proposals must include:

1. **Cover Letter**
2. **Company Profile & Experience**
3. **Project Approach & Methodology**
4. **Equipment & Staffing Plan**
5. **FEMA Compliance Strategy**
6. **References**
7. **Pricing (see Bid Sheet)**
8. **Required Forms and Certifications**

9. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Experience and Qualifications (30%)
- Technical Approach (25%)
- Capacity and Resources (20%)
- Cost Proposal (15%)
- FEMA Compliance Understanding (10%)

10. TERMS & CONDITIONS

- The County is tax-exempt pursuant to Kentucky law
- Contractor must comply with **KRS 337 (prevailing wage, if applicable)**
- The County reserves the right to negotiate terms
- Contract may be terminated with **30 days written notice**
- Vendor must comply with all applicable federal, state, and local laws

11. CONTACT INFORMATION

- For questions: Calloway County Judge/Executive's Office
Phone: 270-753-2920
Email: kimes@callowaycountyky.gov
- Website: www.callowaycountyky.gov

12. SUBMISSION INSTRUCTIONS

- Sealed proposals must be received by: **Friday, April 17 at 12:00 PM**
- **No late submissions will be considered**
- Submit to: **Calloway County Judge/Executive's Office**
201 South 4th Street
Murray, KY 42071
- Mark envelope: **"RFP – Disaster Debris Removal"**
- **No fax, or email submissions will be accepted**
- **Bids will be opened on Monday, April 20 at 8:00 AM in the Court House Annex**

BID SHEET / PRICE SCHEDULE

Debris Removal and Hauling

Item Description	Unit	Unit Price
Vegetative Debris Removal	Cubic Yard	\$ _____
C&D Debris Removal	Cubic Yard	\$ _____
White Goods Removal	Each	\$ _____
Hazardous Waste Handling	Per Ton	\$ _____

Reduction & Disposal

Item Description	Unit	Unit Price
Grinding/Chipping	Cubic Yard	\$ _____
Hauling to Final Disposal	Cubic Yard/Mile	\$ _____
Disposal Fees	Ton	\$ _____

Equipment Rates (if applicable)

Equipment	Hourly Rate
Excavator	\$ _____
Dump Truck	\$ _____
Loader	\$ _____

SIGNATURE

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud.

Authorized Signature: _____

Printed Name: _____

Date: _____

Additional information on experience, available product or equipment, past performance can be submitted in the form of attached letters, statements, endorsements and/or recommendations