

REQUEST FOR PROPOSAL (RFP)

**ANNUAL DISASTER DEBRIS REMOVAL, REDUCTION
AND DISPOSAL SERVICES**

TOWN OF THUNDERBOLT, GEORGIA

For all questions about this Request for Proposal (RFP) contact:

Matthew Walker
mwalker@thunderboltga.org

RFP Submittal Deadline:
Monday, August 17, 2026 at 2:00 P.M.

RFP Invitation to Service Providers
Annual Disaster Debris Removal, Reduction and Disposal Services
Thunderbolt, Georgia

The Town of Thunderbolt, Georgia will receive sealed technical and fee proposals until 2:00 PM on Monday, August 17, 2026 for the referenced services which are described herein. The Town invites Service Providers to submit proposals responsive to the specific requirements set forth in the Request for Proposals (RFP).

Any questions and/or RFP requirements that may need clarification should be submitted in writing, according to the schedule in the RFP, and forwarded to mwalker@thunderboltga.org. It shall be the Service Provider's responsibility to seek clarification on any questions in accordance with the RFP requirements.

Proposals must be submitted with all required submissions included. Failure to comply may preclude consideration of the proposal. Each Respondent is responsible for full and complete compliance with all laws, rules and regulations which may be applicable.

Proposals shall be sealed and proposers should indicate on the outside label of their proposal package the following information: (1) RFP Title; (2) Date of Opening; and (3) Name of Proposer

The envelope must bear on the outside the name of the Service Provider and the Service Provider's address and contact information (name and phone number). No Proposal may be withdrawn or modified in any way after the deadline for Proposal openings. No faxed or electronic submissions of Proposals will be accepted. All proposals must be delivered no later than **2:00 pm local time, Monday, August 17, 2026**, to the attention of:

HAND DELIVER OR MAIL TO:

Town of Thunderbolt, Georgia
Matthew Walker, Town Administrator
2821 River Drive
Thunderbolt, GA 31404

LATE PROPOSALS WILL NOT BE CONSIDERED.

Upon submission, all proposals become the property of the Town of Thunderbolt which has the right to use any or all ideas presented in any proposal submitted in response to this (RFP, whether or not the proposal is accepted. All work papers/products developed as part of the contract performance become property of the Town upon termination or completion of the provision of services. The cost for development of the written proposal and the oral presentation are entirely the obligation of the Respondent and shall not be chargeable in any manner to the Town.

Proposals will be received and only the name(s) of those Service Providers responding will be posted to the Town website initially. Proposals must be valid for ninety (90) days following the opening date.

The Town may request additional information by Service Provider, including a presentation if needed, to clarify elements of their Proposal. The Town also reserves the right to make independent investigations as to the qualifications of each Bidder, including contacting existing customers or site visits to existing operations.

The Town reserves the right to reject any or all proposals, waive technicalities and make the award in the best interest of the Town.

Background

The Town of Thunderbolt, Georgia is seeking proposals from licensed debris contractors [hereinafter, referred to as Respondent(s)] for the provision of **Disaster Debris Removal, Reduction, and Disposal Services** for the benefit of the Town.

Instructions to Service Providers

No Service Provider's employees or anyone representing the Service Provider shall contact by any method any Town staff or elected officials from the date the RFP is advertised until the time of official award. The primary method of contact that should be utilized is email to ensure that all questions are properly addressed by the Town to all prospective Vendors. The email communication approach will ensure that all questions or comments can be addressed by addenda. Any questions shall be emailed to mwalker@thunderboltga.org.

Examination

The Service Provider is advised to examine field conditions within the Town to become fully informed as to their existing conditions. Failure to examine the Town will not relieve the successful Service Provider of the obligation to furnish all products and services necessary to carry out the provisions of the contract.

Determination of Successful Service Provider

If awarded, the contract will be awarded to the most responsive and best value Service Provider according to the criteria described in the RFP.

Responsiveness

The Town will consider the degree to which each Service Provider has submitted a detailed Technical Proposal and Fee Proposal without irregularities, excisions, special conditions, or alternative proposals for any item unless specifically requested in the RFP.

Proposal Form

Proposals shall be submitted as called for in the RFP.

Service Providers desiring to provide services as described herein shall submit proposals as follows:

- An original **submittal**;
- An electronic copy of the Proposal, including all Exhibits (pdf file) and completed Excel file constituting Exhibit A; and
- Five (5) submittal copies

NOTE: If a Respondent believes that any portion of your response is exempt from disclosure as a public record, that exempt material must be submitted in a separate envelope with the required 6 submittals and a separate electronic file. This envelope must be clearly identified as "PUBLIC RECORDS EXEMPT".

Submission of Proposals

Proposals received after the scheduled bid opening time and date will remain unopened and will not be considered. The Service Provider shall package and seal its proposals so that they are not damaged in mailing. The original Technical Proposal and Fee Proposal are to be packaged together with a thumb drive electronic copy in the same envelope but sealed separately. The Service Providers should provide two additional copies of the Technical Proposal in hard copy format in the same envelope. Do not include pricing in your Technical Proposal document.

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REQUEST FOR PROPOSAL (RFP)
ANNUAL DISASTER DEBRIS REMOVAL, REDUCTION
AND DISPOSAL SERVICES

TOWN OF THUNDERBOLT, GEORGIA

1.0 PURPOSE

The Town of Thunderbolt is seeking proposals from licensed debris contractors [hereinafter, referred to as Respondent(s)] for the provision of **Annual Disaster Debris Removal, Reduction, and Disposal Services** for the benefit of the Town.

The following apply to this request for proposal:

- General Provisions;
- Background Information;
- Scope of Services;
- Proposal Requirements and Format;
- Town Selection Procedures;
- Evaluation Process and Award;
- Professional Responsibility;
- General Terms and Conditions;
- Exhibits:
 - Exhibit A: Price Proposal
 - Exhibit B: Addendum Acknowledgement
 - Exhibit C: References
 - Exhibit D: Drug Free Workplace Certification
 - Exhibit E: Exceptions to the Solicitation Form
 - Exhibit F: Equal Employment Opportunity Certification
 - Exhibit G: Compliance with Illegal Immigration Act
 - Exhibit H: Non-Collusion Oath
 - Exhibit I: Good Faith Affidavit
 - Exhibit J: Participation of SBE Firms
 - Exhibit K: Certificate of Insurance Requirements
 - Exhibit L: Additional Provisions for FEMA Related Projects

Proposal Submission

Proposals must be submitted with all required submissions included. Failure to comply may preclude consideration of the proposal. Each Service Provider/Respondent is responsible for full and complete compliance with all laws, rules and regulations which may be applicable.

Respondents desiring to provide services as described herein shall submit proposals as follows:

- An original, hard copy submittal;
- An electronic copy of the Proposal as a PDF document; including all Exhibits and the completed Excel files constituting Exhibit A; and
- Five (5) additional submittal copies

NOTE: If a Respondent believes that any portion of your response is exempt from disclosure as a public record, that exempt material must be submitted in a separate envelope with the required 5 copies and a separate electronic file. This envelope must be clearly identified as "PUBLIC RECORDS EXEMPT," per the Proprietary Information section.

Proposals shall be sealed and proposers should indicate on the outside label of their proposal package the following information: (1) RFP Title; (2) Date of Opening; and (3) Name of Proposer.

All proposals must be delivered no later than **2:00 pm local time, Monday, August 17, 2026**, to the attention of:

HAND DELIVER OR MAIL TO:

Town of Thunderbolt, Georgia
Matthew Walker, Town Administrator
2821 River Drive
Thunderbolt, GA 31404

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Upon submission, all proposals become the property of the Town of Thunderbolt which has the right to use any or all ideas presented in any proposal submitted in response to this RFP, whether or not the proposal is accepted. All work papers/products developed as part of the contract performance become property of the Town upon termination or completion of the provision of services. The cost for development of the written proposal and the oral presentation (if requested by the Town) are entirely the obligation of the Respondent and shall not be chargeable in any manner to the Town.

Acceptance/Rejection of Proposals

The Town reserves the right to reject any proposal which may be considered irregular, show serious omission, unauthorized alteration of form, unauthorized alternate proposals, incomplete or unbalanced proposals or irregularities of any kind. Submittal requirements of this RFP are for evaluation and selection purposes only. The Town may allow alterations, modifications, or revisions to individual elements of the successful proposal at any time during the period of the contract which results from this RFP. The Town reserves the right to accept or reject any or all proposals in whole or in part, with or without cause, to waive technicalities, or to accept proposals or portions thereof which, in the Town's judgment, best serve the interests of the Town, or to award a contract to the next most qualified Respondent if a selected Respondent does not execute a contract within thirty (30) days after the award of the proposal. The thirty-day (30) time period may be extended an additional twenty (20) days where the selected Respondent is unavailable during the initial thirty-day period.

Consideration of Proposals

Proposals will be considered from Respondents normally engaged in providing and performing services as specified herein. The Respondent must have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to the Town. The Town reserves the right to inspect the facilities and organization or to take any other action necessary to determine ability to perform in accordance with specifications, terms, and conditions before recommending any award.

Proposal Withdrawal

Any Respondent may withdraw his proposal by telegraphic, fax or written request at any time prior to the scheduled closing time for receipt of proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the Town the services as set forth in the Scope of Services, or until one or more of the proposals has been awarded.

Non-Warranty of Request for Proposals

Due care and diligence has been used in preparing this RFP. The Town shall not be responsible for any error or omission in this RFP, nor for the failure on the part of the Respondents to ensure that they have all information necessary to affect their proposals.

Request for Clarification

The Town reserves the right to request clarification of information submitted and to request additional information of one or more Respondents, either orally or in writing.

Inquiries/Questions

After thoroughly reading this Request for Proposals and Exhibits, Respondents may direct questions, in writing only, to: Matthew Walker- mwalker@thunderboltga.org

Any Respondent in doubt as to the true meaning of any part of the Request for Proposal or related documents may submit a written request to the email address above, before close of business on June 10, 2022 to be considered for a response. Any interpretation to a Respondent will be made only by addendum duly issued. The Town reserves the right to answer any, all or none of the inquires and requests of the Respondents.

Contact with the Evaluation Committee

To ensure fair consideration for all Respondents, the Town prohibits communication to or with any department, employee, elected official, or anyone evaluating or considering the proposals during the submission process, except as provided for herein. Additionally, the Town prohibits communications initiated by a Respondent to any department, employee, elected official, or anyone evaluating or considering the proposals prior to the time of an award decision.

Any communication between Respondent and the Town will be initiated by the Town Administrator (or the designated representative) in order to obtain information or clarification needed to develop a proper, accurate evaluation of the proposal submittal. Communications initiated by a Respondent to anyone other than the email provided above, may be grounds for disqualifying the offending Respondent from consideration of award of the proposal being evaluated and/or any future proposal.

It will be the responsibility of the Respondent to contact the Town's designated representative at the email address noted above prior to submitting a proposal to ascertain if any addenda have been issued, to obtain all such addenda and to confirm receipt of all addenda with the proposal.

Proprietary Information

Responses to this RFP upon receipt by the Town become public records subject to the provisions of Public Records Law. If you believe that any portion or all of your response is confidential or proprietary, or otherwise exempt from disclosure as a Public Record, you should clearly assert such exemption and state the specific legal authority for the asserted exemption. All material that is designated as exempt from Chapter 119 must be submitted in a separate envelope, clearly identified as "PUBLIC RECORDS EXEMPT" with your name and the proposal number marked on the outside. Furthermore, you must complete Exhibit E, Exceptions to the Solicitation Form.

Please be aware that the designation of an item as exempt from disclosure as a Public Record may be challenged in court by any person. By your designation of material in your proposal as "Public Records Exempt", you agree to defend and hold harmless the Town from any claims, judgments, damages, costs, and attorney's fees and costs of the challenger and for costs and attorney's fees incurred by the Town by reason of any legal action challenging your designation.

Examination of Request for Proposals

Before submitting a proposal, it shall be the Respondent's responsibility to examine thoroughly the RFP and other related documents (where applicable) to be informed regarding any and all conditions and requirements that may in any manner affect the work to be performed under the Contract. Failure to do so will not relieve the selected Respondent of complete performance under the contract.

Public Entity Crimes

A person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub consultant, or consultant under a contract with any public entity, and may not transact business with any public entity for a period of 36 months from the date of being placed on a convicted vendor list.

Drug Free Workplace

During the evaluation of proposals, all factors in the proposal process being equal, both as to dollar amount and ability to perform, priority will be given, first, to those vendors certifying a drug-free workplace Exhibit D.

Workplace Violence

Employees of the Respondent (or responders to this RFP) are prohibited from committing any act of workplace violence. Violation may be grounds for termination. Workplace violence means the commission of any of the following acts by a Respondent's employee:

- Battery: intentional offensive touching or application of force or violence to another.
- Stalking: willfully, maliciously, and repeatedly following or harassing another person.

Development Costs

The Town shall not be liable for any expense incurred in connection with preparation of a response to this RFP. Proposer's responses should be concise and demonstrate the proposer's ability to meet the requirements of the RFP.

Cost of RFP Preparation and Negotiation

Service Providers participating in this procurement process and subsequent negotiations will prepare the RFP and any subsequent materials and submittals at their own expense, with the express understanding that there may be no claims for reimbursement from the Town or its advisors for the cost associated with this process. The Town reserves the right to terminate the proposal proceedings at any time.

Disclaimer

The Town and its advisors have, to the best of their knowledge, represented information and data that are current and applicable to this project. The Town is providing the information contained herein as a courtesy to the Service Provider. The Town and its advisors neither guarantee nor warrant that the information contained in this RFP or referenced documents is completely accurate. The Town and its advisors are not and will not be liable for omissions or errors contained in this RFP. It is the Service Provider's responsibility to use this information and verify the same during the proposal, negotiation, and contract implementation periods through its own due diligence.

2.0 INTRODUCTION

General Background Information

The Town of Thunderbolt has a total area of 1.34 square miles of land area and is located within Chatham County, Georgia. The eastern portion of the Town is adjacent to the Wilmington River and the Town is otherwise surrounded by the City of Savannah and/or unincorporated Chatham County. The Town is primarily residential with some industrial operations along the river and some areas of commercial business throughout the Town.

Background and Situation

The Town is located along the Wilmington River and contains a significant, mature tree canopy which would be susceptible to generating a significant amount of vegetative debris in the event of a landfalling hurricane or a storm event that passes proximate to the Town limits. A tornado or high wind type event could also generate significant vegetative debris requiring collection, hauling and disposal.

For the purposes of this RFP, the Town has performed some cursory analysis using the Army Corps of Engineers Debris Estimation Model for Category 1 to Category 5 hurricanes impacting the area. Based on the model output, the storm events could generate on the order of 5,000 cubic yards for a Cat 1 event; 60,000 cubic yards for a Cat 3 event; and then up to 180,000 cubic yards for a Cat 5 event.

Purpose and Minimum Qualifications

Intent of RFP: The Town, a political subdivision of the State of Georgia, is seeking proposals from qualified firms to collect, debris in the event of a natural or man-made disaster.

Respondent must have a minimum of 5 years of debris management, removal and disposal services experience and have collected in excess of 500,000 cubic yards as the Prime Debris Contractor for at least one large scale debris-generating event with a jurisdiction similar or larger than the size of the Town.

Contract Awards/Term of Contract

The Town is seeking proposals for Disaster Debris Removal, Reduction, and Disposal Services.

The Town anticipates entering into one (1) or more contract(s) with the firm(s) who submits the proposal judged to be most advantageous to the Town.

No amount of work is or will be guaranteed or implied.

No employee or sub-contractor of Respondent may be employed by FEMA.

Financial Capability

The Respondent shall submit a Proposal guarantee equivalent to five percent of the estimated Proposal value of **\$250,000**. The Proposal guarantee must consist of a firm commitment such as a proposal bond, certified check, or other negotiable instrument accompanying a proposal as assurance that the Respondent will, upon acceptance of the award, execute such contractual documents as may be required within the time specified.

The respondent shall furnish a Letter of Commitment from the Bonding Agency or Surety that will guarantee issuance of Performance and Payment Bond. At the time of notice to proceed, the successful Respondent shall furnish a security bond in the sum equal to 100 percent of the contract price for the faithful performance of the contract, with the additional obligation that all persons supplying material or labor in the progression of the work shall be promptly paid. The bond shall be issued by a surety authorized to do business in the State of Georgia.

All Prospective Respondents shall supply an audited financial statement for each of the past two (2) years. A third party prepared financial statement is acceptable for one of the two years if an audited statement is not available. Any such third party certified statement shall be signed and certified by the third party Certified Public Accountant (CPA) and signed and certified as accurate by the Respondent.

Use of Subcontractors

It is understood that the primary supplier responding to this request for proposal must have the capability to undertake all tasks outlined without subcontracted support should the need arise. The Contractor may utilize the service of subcontractors and shall be responsible for the acts or omissions of its subcontractors to the same extent the Contractor is responsible for the acts and omissions of its employees.

Addenda to RFP

The Town reserves the right to amend or clarify this RFP by addenda. Addenda may be issued no later than five (5) days prior to the due date of the proposals. All addenda issued will become part of the original or modified RFP document. The addenda will be sent only to those who have requested and received the RFP from the Town. Service Provider must acknowledge receipt of each addendum, if any, in a cover letter accompanying their proposal.

Selection of Successful Service Provider

The Evaluation Criteria describes the criteria and procedures for evaluating proposals submitted to the Town. The Town will select the Service Provider that best serves the interests of the Mayor and Council and the residents of the Town. The Mayor and Council reserve the right to waive any irregularities or inconsistencies in the submitted proposals and to reject any or all proposals.

3.0 SCHEDULE

This RFP will be governed by the following schedule unless modified by the Town of Thunderbolt at their sole discretion:

<u>Activity</u>	<u>Dates & Times</u>
Release of Solicitation Request	June 15, 2026
Deadline to Email Questions to Town	August 10, 2026 by 5:00 PM EST
<i>RFP Due</i>	<i>August 17, 2026 by 2:00 PM</i>
Public Reading of Proposal Submittals	August 17, 2026 @ 3:00 pm
Posting of Submitted Proposals to Town Website	August 21, 2026
Service Provider Selection by Town Council	September 9, 2026 @ 6:30 pm

4.0 SCOPE OF SERVICES

General Service Requirements

Respondent shall provide all trained labor, materials, equipment, tools, traffic control, signage, and any other incidental items to accomplish the removal of the event debris as directed by the Town. This task of the scope of service shall be commenced within the first twenty-four (+/-) hours after post-event mobilization.

At a minimum, Respondent's team shall consist of the following positions:

- Project Manager: Primary point-of-contact to the Town and contracted manager of recovery effort and overall responsibility for all Respondent services and personnel.
- Operations Manager: Responsible person for field recovery operations.
- Operations Personnel: Primary person for collecting and disposing of event debris.

Respondent shall be responsible for scheduling all work for all their personnel on a daily basis. Respondent shall collect debris as assigned daily by the Town and/or the contracted operations monitoring firm. Any FEMA reimbursements for eligible expenses normally due to Town that are denied by FEMA due to documented errors or omissions by the Respondent, or for which the Respondent is responsible related to the debris removal and disposal process, and any related operational or administrative functions that will be reimbursed by Respondent to the Town at the rate that FEMA would have reimbursed the Town had such errors or omissions not occurred. Should the Respondent fail to respond within the specified time frame Respondent shall be responsible for any increase in costs incurred by the Town in securing services with the specified time frame from alternate providers. The Town's Contract Manager shall be the Town Administrator or their designee. The successful Respondent shall be required to attend an annual disaster coordination and planning meeting with Town staff at no cost to the Town. This must include training in coordination with the Town's debris monitoring firm and include all designated Town staff.

Emergency Road Clearance

Respondent shall provide all labor, materials, equipment, tools, traffic control, signage, and any other incidental items to accomplish the sizing, cutting, moving, staging, and loading of debris from the primary transportation routes as identified by and directed by the Town. This task of the scope of service shall be commenced within the first twenty-four (+/-) hours after post-event mobilization unless agreed upon otherwise by the Town. This task shall be accomplished consistent with basic safety procedures. All traffic control shall be in accordance with the requirements and standards of the latest edition of the Georgia Department of Transportation's (GDOT) Design Standards for the Design, Construction, Maintenance, and Utility Operations on the State Highway System and may only be performed by qualified personnel.

Disposal of resulting disaster debris shall be done in accordance with further provisions of this contract at a time determined by the Town.

The Respondent(s) shall provide time and materials pricing for the above services utilizing the Price Proposal Form provided in Exhibit A.

Town Street & Roadway Right-Of-Way (ROW) Debris Management

Respondent shall be responsible to provide all expertise, personnel, tools, materials, equipment, fuel, transportation, supervision, signage, traffic control and all other incidental costs and facilities of any nature to execute, complete and deliver the timely removal and lawful disposal of all eligible disaster-generated debris, including hazardous and industrial waste materials, as directed by the Town. Respondent shall also be responsible for coordinating with all utility providers whose facilities may inhibit the safe removal of debris. The Respondent shall also be responsible for the resolution of any claims made by the utility provider.

Debris operations shall be performed so as not to interfere with the disaster response and recovery activities of federal, state, county and other local governments or agencies or of any public utilities.

The Respondent shall provide the Town with a plan for disaster debris collection following a complete assessment of the volume of disaster generated debris.

The Respondent shall provide the Town viable options for temporary debris management site(s) which the Town will approve. The approved site(s) shall be designated as the Town's temporary debris management sites and final disposal sites for all types of specific eligible disaster debris for disposal.

The services shall provide for the cost effective and efficient removal and lawful transport and disposal of eligible disaster debris accumulated on all streets, roads, public, residential, and commercial ROWs including any other locally owned facility or site as may be directed by the Town. Services will only be performed when requested and as designated by the Town.

This task may include, but not be limited to, up to thirteen (13) types of disaster debris:

1. Vegetative Debris
2. Construction & Demolition (C&D) Debris
3. Mixed Debris (mixed Vegetation and C&D)
4. White Goods (e.g., refrigerators, stoves, and other appliances)
5. Electronic Waste (e.g., monitors, laptops, etc.)
6. PPDR Debris
7. Household Hazardous Waste (HHW)
8. Hazardous Waste
9. Abandoned Vehicles and Vessels
10. Waterway Debris
11. Soil, Mud, Silt, and/or Sand
12. Concrete
13. Animal Carcasses

Task services shall include:

- Collecting the debris from the ROW and transporting debris to an approved Debris Management Site (DMS) or directly to final disposal.
- Any other related duty as assigned by the Town.

The Respondent(s) shall provide unit pricing for the above services utilizing the Price Proposal Forms provided in Exhibit A.

Trees, Tree Stump, and Tree Limb Removal

Town will authorize Respondent to provide these services as they may be required.

- Respondent shall be responsible to provide all expertise, personnel, tools, materials, equipment, fuel, transportation, supervision, signage, traffic control and all other incidental costs and facilities of any nature to execute and complete the tree, tree stump and tree limb removal services as directed by the Town.
- Respondent shall remove and transport eligible tree debris, tree stumps and tree limbs, as directed by the Town, to a temporary disposal or processing site designated by the Town.
- As directed by the Town, Respondent shall cut and remove hanging or broken limbs and transport to a temporary disposal or processing site designated by the Town.

- Respondent shall remove trees and stumps in an efficient and safe manner and transport to a temporary disposal or processing site designated by the Town.
- Once the tree/tree stump or limbs are removed and/or cut into manageable portions, the tree debris shall be removed and transported to the temporary disposal or processing site designated by the Town. The Respondent shall be responsible for the proper restoration, as determined by the Town, of the area from which the tree was removed.
- If required, Respondent shall be capable of executing services for this task of the scope of service within the first ninety-six hours after the disaster event or as agreed upon by the Town.

The Respondent(s) shall provide unit pricing for the above services utilizing the Price Proposal Form provided in Exhibit A.

Private Property Debris Removal (PPDR)

Respondent shall be responsible to provide all expertise, personnel, tools, materials, equipment, fuel, transportation, supervision, signage, traffic control and all other incidental costs and facilities of any nature to execute, complete and deliver the timely removal and lawful disposal of all eligible disaster-generated debris, including hazardous and industrial waste materials, from private property as directed by the Town.

Respondent will exercise due diligence in performing PPDR services and removing debris from private property, as authorized and directed by the Town. Respondent also agrees to make reasonable efforts to save from destruction items that the property owners wish to save (i.e. trees, small buildings, etc.). Respondent will exercise caution when working around public utilities (i.e. gas, water, electric, etc.). Every effort will be made to locate these utilities, but the Town does not warrant that all utilities will be located before debris removal commences, nor does Respondent warranty that utility damages may not occur as a result of properly conducted services. Respondent will follow all appropriate and required safety precautions and procedures.

Town will secure all necessary permissions, waivers and Right-of-Entry Agreements from private, real property owners required for the lawful removal of debris from real property.

If required, Respondent shall be capable of executing services for this task of the scope of service within the first ninety-six hours after disaster event or as agreed upon by the Town.

The loading, hauling of PPDR debris shall be conducted under the requirements and pricing methodology listed for Sections 3.7.6.3 and 3.8.4. ROW and PPDR debris shall be kept separate based upon State and FEMA requirements.

Demolition of Structures

Respondent shall be responsible to provide all expertise, personnel, tools, materials, equipment, fuel, transportation, supervision, signage, traffic control and all other incidental costs and facilities of any nature to execute and complete the demolition of structures services as directed by the Town.

As directed by the Town, Respondent shall demolish unsafe structures and remove debris, if authorized by the Town, which has been determined by the Town to be a threat to the health and safety of the public. Respondent also agrees to make reasonable efforts to save from destruction items that the property owners wish to save (i.e. trees, small buildings, etc.). Respondent will exercise caution when working around public utilities (i.e. gas, water, electric, etc.). Every effort will be made to locate these utilities but the Town does not warrant that all utilities will be located before debris removal begins, nor does Respondent warranty that utility damages will not occur as a result of properly conducted services. Debris generated from the

demolition will be placed on the right-of-way and collected as part of the Right-of-Way debris management program.

Town will secure all necessary permissions, waivers and Right-of-Entry Agreements from real property owners required for the lawful removal of debris from private properties.

If required, Respondent shall be capable of executing services for this task of the scope of the service within the first ninety-six (+/-) hours after disaster event or as agreed upon by the Town.

The Respondent(s) shall provide unit pricing for the above services utilizing the Price Proposal Form provided in Exhibit A.

Debris Management Requirements

Multiple Passes – Respondent shall make scheduled passes of each area impacted by the disaster event at the direction of the Town. The Town shall direct the interval timing of all passes. Sufficient time shall be permitted between subsequent passes to accommodate reasonable recovery and additional debris placement at the right-of-way by the citizens and the Town.

Operation of Equipment – Respondent and his/her subcontractors shall operate all trucks, trailers, and all other equipment in compliance with any/all applicable federal, state and local rules and regulations. Equipment shall be in good working condition and meet all Georgia Department of Transportation requirements. All trailers must have metal frames; all container sides may not exceed metal framing by 18 inches or more; all trailers must have a rear enclosing gate covering a minimum of 75% of the total trailer height. All loading equipment shall be operated from the road, street or right-of-way using buckets and/or boom and grapple devices to collect and load debris. No equipment shall be allowed behind the curb or outside of the public right-of-way unless otherwise directed by the Town. Should operation of equipment be required outside of the public ROW, the Town will provide a Right-of-Entry Agreement. Respondent shall ensure that every vehicle can unload its cargo at the temporary debris disposal sites without assistance from others. Vehicles unable to unload without assistance may not be authorized to haul debris.

Automated Debris Management System (ADMS) – The Town intends to utilize an automated debris management system (ADMS) and requires that the Disaster Debris Removal Contractor will provide vehicle certification placards.

If deployed, the ADMS shall create load tickets electronically, eliminating the need for hand written and scanned tickets. ADMS features include the following:

- Paperless electronic (handheld device) load ticket generation and data collection;
- Debris vehicle and equipment certification data capture at certification site;
- Encrypted and secure field data transfer (field to DMS, DMS to server);
- Accessible secure database for Disaster Debris Removal Contractor use;
- Load ticket database will be internet accessible by Disaster Debris Removal Contractor;
- Automation of debris pickup location thru use of GPS technologies;
- Evaluation of daily event status using web-based reporting and GIS tools; and
- Reconciliation of Disaster Debris Removal Contractor invoices and applicant payment process enabled thru an integrated database management system.

The ADMS will be provided by the Town's Disaster Debris Monitoring firm.

Security of Debris During Hauling - Respondent shall be responsible for the security of debris on/in each vehicle or piece of equipment utilized to haul debris. Prior to leaving the loading sites, Respondent shall ensure that each load is secured and trimmed so that no debris extends horizontally beyond the bed of the equipment in any direction. All loose debris shall be reasonably compacted and secured during transport in

accordance with Department of Transportation guidelines. As required, Respondent shall survey the primary routes used by the Respondent as soon as possible after the transport and recover fallen or blown debris from the roadway(s).

Traffic Control - Respondent shall mitigate impact on local traffic conditions to the greatest extent possible. Respondent is responsible for establishing and maintaining appropriate traffic control in accordance with the most current edition of the US Department of Transportation's Federal Highway Administration's Manual of Uniform Traffic Control Devices (MUTCD). Respondent shall provide sufficient signage, flashing, and barricading to ensure the safety of vehicular and pedestrian traffic at all debris removal, reduction and/or disposal sites.

Temporary Debris Management Sites (DMS) and Operations

Respondents shall deliver all disaster related debris to the Town's authorized temporary DMS location(s), unless otherwise instructed by the Town. The Town may authorize multiple sites in order to efficiently store and process the volumes of disaster related debris materials. The Town may require Respondent assistance to select a DMS location(s), perform baseline soil and groundwater testing, and site preparation / operations.

The Respondent shall provide all management and operational services at the Town's authorized DMS location(s). The Respondent shall submit a site layout plan and operations plan to the Town for review. At a minimum, the plan shall address the following:

- Site management, including a point-of-contact.
- Traffic control procedures and on-site traffic patterns.
- Through put plans to ensure constant flow of inbound and outbound materials and to prevent a significant accumulation of materials on-site.
- Site safety plan.
- Hazardous and toxic waste materials plan.
- Environmental mitigation plan, including considerations for smoke, dust, noise, traffic routes, buffer zones, storm water runoff, archeology, historic preservation, wetlands, endangered species, as relevant and appropriate.
- Remediation and site restoration plan.

The Respondent shall document by photographs and video recordings, each Town DMS prior to operations to establish baseline conditions of the site.

The Respondent shall manage and supervise the temporary DMS to accept eligible debris collected under this contract and other contracts or agreements approved by the Town.

The Respondent shall be responsible for traffic control, dust control, erosion control, fire protection, on-site roadway maintenance, portable sanitation facilities, security, and safety measures.

The Respondent shall be responsible for the sorting, separating, and stockpiling of eligible debris at the DMS and shall ensure that the eligible debris remains segregated at the facility.

The Respondent shall utilize tub grinders, chippers, shredders, air curtain incinerators and any other equipment necessary to effectively and efficiently reduce the volume of the eligible debris prior to final disposal.

The Respondent(s) shall provide unit pricing for the above services utilizing the Price Proposal Form provided in Exhibit A.

Other Recovery Tasks - Emergency Resources and Services

During the performance of the contract depending upon the nature and scope of the event, the Town may require additional goods and services if local resources should become unavailable. The Respondent may provide equipment, materials, supplies and other resources to supplement the Town's need for resources and services as described herein. The contract will require the vendor(s) to cooperate with the ordering agency to insure the Town receives the most current state-of-the-art material and/or services. The scope of other required services or materials includes:

- Emergency Generators
- Emergency Communications
- Emergency Lighting (Stadium Style Lite Tower)
- Emergency Piping and Storage Tanks
- Emergency Pumps
- Supplemental Fuel with ability to dispense remotely (gasoline and diesel)

The Respondent(s) shall provide pricing for the above services utilizing the Price Proposal Form provided in Exhibit A.

5.0 PROPOSAL SUBMISSION REQUIREMENTS

Proposals must be submitted setting forth the information called for below in the format required. Each proposal should contain the following:

Letter of Interest

Respondents should include a letter indicating the Respondent's interest in and knowledge of the project and willingness to provide the services.

Project Understanding and Approach

This section should include a narrative necessary to show that the Respondent has an understanding of the scope and objectives to be performed in this project. The Respondent should describe the approach to the provision of services as required herein and the specific work plan to be employed to implement it (e.g., Operations Plan). The Respondent shall indicate how this project will fit into the total workload of the Respondent during the project period.

Respondent's Qualifications and Experience

Respondents shall demonstrate experience in the scope of services required herein and describe in detail any prior experience performing the services being requested by the Town. Identify the manager and key staff who will be directly assigned to this project.

Provide a summary of the Respondent's current workload and ability to satisfy the Town's requirements.

Provide a brief statement adequately describing the Respondent's background, organization, and size.

Provide the name of the individual designated to act as primary liaison between the Respondent and the Town. In addition, an alternate must be designated to act in the temporary absence of the primary liaison.

If any services are to be subcontracted, then those firms and/or individuals must be identified. Qualifications of any sub-contractors and resumes of the individuals assigned to the projects are to be furnished as part of the submittal.

Provide descriptions of previous projects, to include: the name of client and the disaster event, the type of work performed, size of the project (e.g., quantity of cubic yards collected, number of leaners and hangers removed, etc.), dates the work was performed, challenges overcome, and other information that may be relevant to the Town's request for services.

Ability of Respondent's Professional Personnel

Provide resumes of proposed manager, primary liaison, and key staff to include years of experience within the area of specialty, length of service with the Respondent and knowledge of relevant local, state and federal government regulations and requirements.

References

Provide at least three verifiable references for whom the Respondent has performed the type services being requested by the Town. The following information shall be provided for each reference listed:

- Reference name, title, email address and phone number(s) of the individual within the organization for whom the work was performed who can be contacted and attest in regards to the project.
- The Project Title, dates of service, type of work and the name(s) of the manager or key staff person(s) who worked on the project.

Small Business Enterprise Plan

Respondent shall submit a Plan showing describing anticipated SBE sub-contractor participation. The Town's goal is to encourage doing business with certified SBE'S certified from an agency of the State of Georgia or another Georgia local governmental agency. Proof of current certification from these governmental entities will be required. The Town will require documentary proof of the implementation, progress, and final outcome of the proposed Plan. A Respondent who is a SBE need not submit a Plan. Documentary proof of Respondent's status as SBE must be submitted in the response to this RFP. Although the Respondent may be SBE him/herself, involvement of other SBE's as suppliers or sub-consultants under the SBE Contractor is still encouraged. Non-certified SBE status claimed by the Respondent for him/herself may be submitted but is subject to stringent verification by the Town.

If the Respondent is not a SBE, then Exhibit J, Participation of SBE Firms must be submitted. The intent of the form is to reflect the percentage of SBE participation pledged by the Respondent and/or proof of the "good faith" effort expended attempting to enlist potential participants. Alternate plans may be acceptable to the Town, at its sole discretion, so long as substantially the same information is provided. Failure of the Respondent to provide the foregoing requested items may disqualify the Respondent at the discretion of the Town. The Respondent's Plan will be incorporated into the Agreement between the Respondent and the Town. In addition to the required Plan, the successful Respondent shall demonstrate a determined effort to implement the Plan.

The Respondent, upon award, shall take the following affirmative steps:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Price Proposal

Each Respondent shall submit the Price Proposal Form provided in Exhibit A and shall include all costs associated with the performance of the contract including travel and out-of-pocket expenses.

Required Forms

The Respondent shall include the Required Forms listed below in the "Required Forms Section" of their Proposal:

- Price Proposal Form provided in Exhibit A
- Addendum Acknowledgement Form provided in Exhibit B
- References Form provided in Exhibit C.
- Drug Free Workplace Certification Form provided in Exhibit D.
- Exceptions to the Solicitation Form provided in Exhibit E
- Equal Employment Opportunity Certification provided in Exhibit F
- Compliance with Illegal Immigration Act provided in Exhibit G
- Non-Collusion Oath provided in Exhibit H
- Good Faith Affidavit provided in Exhibit I
- Participation of SBE Firms Form provided in Exhibit J
- Certificate of Insurance Form provided in Exhibit K

6.0 PROPOSAL EVALUATION & CONTRACT AWARD

The Respondent selected to provide the services described herein will be selected from the qualified Respondents submitting responses to this request for proposal. The selection process will be as follows:

Town Selection Procedures

The Town Administrator will appoint an Evaluation and Selection Committee to review Proposals. The Town reserves the right to select the Proposer, who represents the best value, and to accept or reject any proposal submitted in response to this solicitation. The Town's Evaluation and Selection Committee will act in what they consider to be the best interest of the Town and its residents. Price shall not be the sole determining factor for selection, as indicated in the following section.

Evaluation Criteria

The Proposers will be evaluated solely in accordance with the criteria set forth herein. The Town's evaluation criteria may include, but shall not be limited to, the following:

Compliance with RFP [Mandatory]. This refers to the adherence to all conditions and requirements of this Request for Proposal.

Qualifications Evaluation. Relevant experience and past performance in Disaster Debris Removal Services with a minimum of five (5) years of experience in regards to the attached scope of work, service area, and amount of debris collected. Previous experience with State and Federal reimbursement programs associated with funding of debris removal and recovery efforts. Direct and indirect references. Firm possesses all appropriate Respondents and professional licenses required to do business in the State of Georgia.

Ability Evaluation. The ability, capacity, skill, and organization of the Proposer to perform and support the needs and objectives within the scope of work as proposed. The character, integrity, reputation, judgment, experience of proposer. The schedule and availability of the proposer; to include response time and financial stability. The current and projected workload of the proposer; to include current contracts with other government entities. Listing of the current condition and amount of resources available to perform the services required, such as the Proposer's heavy equipment, vehicles, and other related equipment.

Technical Evaluation. The explanation of the Proposer's approach to mobilization, operational plans, work procedures, and their debris processing system(s) to support the needs and objectives of the Town. Proposer's existing maintenance, repair, parts, and resource programs, including availability of personnel, that would

enable and ensure remedial work as may be required under the guarantee provided.

Price Evaluation. The primary method of rate evaluation will include applying rates for vegetative debris removal, reduction, and hauling following a typical moderate hurricane. Compensation under the Agreement shall be for actual work provided.

Evaluation Process and Award

A Selection/Negotiation Committee appointed by the Town Administrator will be responsible for selecting the most qualified firm and then negotiating a contract. The Proposers with the highest-ranked submittals may be asked to make a detailed presentation of their proposed services to the Evaluation and Selection Committee. After presentations, (if applicable), firms will be assigned a final score, with the highest-ranked firm moving forward to the negotiation phase. Upon successful negotiation, a recommendation for award will be considered by the Town Council. No work on this project shall proceed without written authorization from the Town. The Town reserves the right to enter contract negotiations with the selected Proposer. If the Town and the selected Proposer cannot negotiate a successful contract, the Town may terminate such negotiations and begin negotiations with the next selected Proposer. No Proposer shall have any rights against the Town or its representatives arising from such negotiations. The Town reserves the right to engage third party consultants, or other qualified firms or individuals, to review proposals and provide the Town with additional analysis to ensure selection of the proposal which is most advantageous to the Town.

Weighted Criteria

Evaluation Points will be assigned to each Proposal on the following weighted criteria:

CRITERIA	MAXIMUM POINTS
Compliance with Request for Proposal (Mandatory)	Pass/Fail
Firm Qualifications Evaluation	30 points
Firm Capability Evaluation	30 points
Technical Evaluation	25 points
Price Proposal Evaluation	15 points

Award of Agreement

It is the intent of the Town to award a Primary and a Secondary Contractor for services to be provided to the Town under this proposal. The Primary Contractor shall be the initial firm mobilized by the Town. The Secondary Contractor will be utilized in instances where the scope of the event merits additional resources to assist the Town or if the Primary Contractor is unavailable.

7.0 PROFESSIONAL RESPONSIBILITY

All services shall be provided with the skill and care which would be exercised by comparable qualified professionals performing similar services at the time and place such services are performed. Individual or Respondent shall accept full responsibility for the work as described herein.

Insurance Requirements

The successful Respondent shall procure, maintain, and provide proof of, insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the Town by the Respondent, his agents, representatives, employees, or subcontractors. Proof of coverage as contained herein shall be submitted within 7 days of contract execution and such coverage shall be maintained by the Respondent for the duration of the contract period. Insurance requirements and a Certificate of Insurance Form are provided in Exhibit K. The selected Respondent shall provide a Certificate of Insurance with the minimum coverages described in Exhibit K.

Hold Harmless Clause

The Respondent shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the Town, its officials, employees, agents, and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The Respondent agrees that this clause shall include claims involving infringement of patent or copyright.

8.0 GENERAL TERMS AND CONDITIONS

The following are the general terms and conditions, supplemental to those stated elsewhere in the RFP, to which the selected Respondent must comply in order to be consistent with the requirements for this RFP. Any deviation from these or any other stated requirements should be listed as exceptions in a separate appendix of the proposal.

Assignment of Personnel

All leadership and senior management personnel assigned to the project will be subject to the approval of the Town and no changes shall be allowed unless prior written approval is obtained.

Basis for Contract Negotiation

This solicitation includes a sample "Contract for Disaster debris Removal, Reduction and Disposal Services" provided as Attachment 1, that will serve as a template for the Town and the successful Service Provider to begin negotiations. Please indicate any exceptions to the "Sample Agreement" that you wish to bring to the Town's attention in your written proposal on the form provided.

Term of the Contract

The contract shall be effective for the period to begin based on the date of the executed contract and continuing through **August 10, 2028** with an option to renew for **two (2) additional one (1) year periods**.

Retainage

A ten percent (10%) retainage will be withheld from each reconciled invoice until the end of the project. In order to recover the retainage, the Respondent must successfully complete and receive a letter of completion from the Town for all work areas. Retainage will be held until final reconciliation is complete. Portions of the retainage may be held by the Town to repair damage caused by the Respondent to public or private property.

Governing Law

This agreement shall be governed in accordance with the laws of the State of Georgia. Venue for any legal actions shall be Chatham County, Georgia.

Permits, Laws & Regulations

The selected Respondent shall obtain and pay for all necessary permits, permit application fees, licenses or any fees required. The selected Respondent shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated in the proposal. The selected Respondent is presumed to be familiar with all state and local laws, ordinances, code rules and regulations that may in any way affect the work. Ignorance on the part of the selected Respondent will in no way relieve it of responsibility. The selected Respondent must agree to abide by and conduct its programs and provide its services in compliance with the provisions of the Civil Rights Act of 1866, Civil Rights Act of 1871, Equal

Pay Act of 1963, Civil Rights Act of 1964, Age Discrimination and Employment Acts of 1967, Rehabilitation Act of 1973, 1990 Americans with Disabilities Act, 1991 Federal Civil Rights Act, and all other applicable ordinances, statutes, laws, and amendments thereto.

Please note that the Town encourages the participation of small business enterprises (SBEs) and/or minority business enterprises (MBEs) in this procurement.

Award of Contract(s)

The Town reserves the right to award contracts to more than one (1) Respondent as determined to be in the best interest of the Town.

Assignment of Interest

Any individual or Respondent shall not assign any interest in the Contract and shall not transfer any interest in the same without prior written consent of the Town.

Indemnification

The Respondent agrees to indemnify, hold harmless and defend the Town from and against any and all liabilities, suits, actions, legal proceedings, claims, demands, damages, costs and expenses (including attorney's fees) rising out of any act or omission of the Respondent, its agents, subcontractors or employees in the performance of the Contract, but excluding any damage, injury, or loss to person or property solely the result of the Town's negligent, reckless, or willful acts or omissions or those of its employees, agents, or other contractors or subcontractors. In no event shall Respondent's liability hereunder exceed the dollar amounts stipulated as set forth in the Certificate of Insurance.

Amendments

The agreement may be amended by mutual written agreement of the parties and may be changed only by such written amendment.

Default and Termination

The failure of either party to comply with any provision of the contract shall place that party in default. Prior to terminating the contract, the non-defaulting party shall notify the defaulting party in writing. Notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall be given seven (7) days in which to cure the default. The Town Manager is authorized to provide written notice of default on behalf of the Town, and if the default situation is not corrected within the allotted time, the Town Manager is authorized to provide final termination notice on behalf of the Town to the selected Respondent.

The Town may terminate the contract without cause and for convenience by first providing at least 24 hours written notice to the selected Respondent prior to the termination date. The Town Administrator is authorized to provide written notice of termination on behalf of the Town. In the event funds to finance the contract become unavailable, the Town may terminate the contract with no less than 24 hours' notice in writing to the selected Respondent. The Town shall be the final authority as to the availability of funds.

Successors and Assigns

The Town and selected Respondent each bind the other and their respective successors and assigns in all respects to all of the terms, conditions, covenants, and provisions of the agreement, and any assignment or transfer by the selected Respondent of its interest in the contract without the written consent of the Town shall be void. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the Town or the selected Respondent, nor shall it be construed as giving any right or benefit hereunder to anyone other than the Town or the selected Respondent.

Waiver

In the event one of the parties waives a default by the other, such a waiver shall not be construed or deemed to be a continuing waiver of any subsequent breach or default of the other provisions of this Contract, by either party.

Independent Contractor

In the performance of the agreement, the Respondent will be acting in the capacity of an independent Contractor and not as an agent, employee, partner, joint venture, or associate of the Town. The Respondent shall be solely responsible for the means, method, technique, sequences, and procedures utilized by the Respondent in the full performance of the agreement.

Collusion

The Respondent is required to submit in their Proposal the Non-Collusion Oath provided in Exhibit H and the Good Faith Affidavit provided in Exhibit I.

Additional Requirements

During the performance of the contract the Respondent shall agree as applicable to the requirements set forth in Exhibit L, Additional Provisions for FEMA Related Projects

EXHIBITS

Exhibit A through Exhibit L are provided on the following pages.

ATTACHMENT 1: SAMPLE AGREEMENT

Provided on the following pages.