



WHITE COUNTY, TENNESSEE  
DEPARTMENT OF FINANCE  
COURTHOUSE ROOM 204  
1 EAST BOCKMAN WAY  
SPARTA, TENNESSEE 38583  
PHONE (931)-836-3216 FAX (931)-836-3343  
[finance@whitecountyttn.gov](mailto:finance@whitecountyttn.gov)

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**WHITE COUNTY, TENNESSEE**  
**Bid Package**  
*for*  
**Bid Number: 2015-0410-02-008**

**Disaster Debris Monitoring, Recovery, and Planning**

Bid Opening:  
April 10, 2015  
2:00pm Central Time

Contents:  
Information to Bidders  
Specifications  
Bid Forms  
Advertisement

*Posted for public inspection at  
[whitecountyttn.gov/bids](http://whitecountyttn.gov/bids)*



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## **Invitation to bid**

### **Description of items/services requested:**

The White County Government is soliciting proposals for disaster debris monitoring, recovery, and planning services.

### **General Requirements:**

Proposals, bids, or responses will be accepted by the White County Department of Finance no later than **2:00 p.m. April 10, 2015** (local time). Every document must be enclosed in an envelope clearly marked as a bid document. Any response, bid or proposal received after the above deadline shall be considered late, and will not be opened or considered. Bid prices must be valid for no less than ninety (90) days from the date of the bid.

All documents shall be submitted to the following address:

Chad S. Marcum, Director of Finance  
White County Department of Finance  
Courthouse Room 204  
1 East Bockman Way  
Sparta, Tennessee 38583

### **Specifications:**

#### **I. Introduction**

This invitation to bid is being issued in order to contract with a firm for:

- Compliance monitoring services related to disaster debris removal and disposal.
- FEMA Public Assistance debris monitoring and reporting requirements compliance assistance.
- Filing assistance with claims for reimbursement and appeals for FEMA Public Assistance.

The purpose of this contract will be to perform consulting and contract compliance monitoring services related to contracted disaster debris removal and disposal from ice storm damage. The services provided under the contract will assist the County in satisfying the FEMA Public Assistance Debris Monitoring and Reporting requirements.



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## **II. Service Specifications and Details**

### **A. General Conditions**

1. The consultant shall provide services to assure compliance with all applicable federal and state programs as well as other applicable recovery and mitigation activities. In addition to having knowledge and experience in federal grant elements, the consultant must have the ability and experience in conducting federal and state agency consultations, plan reviews, project worksheet preparation, damage inspection report preparation, and applicable grant closeout procedures.

### **B. Qualifications**

1. The Consultant shall be a full-service firm with a very high degree of professionalism and significant experience with the requested services.
2. The Consultant shall have extensive experience providing disaster recovery debris management and monitoring services to governmental entities.
3. It is preferred that the Consultant have experience working with FEMA Public Assistance Staff following a Presidentially Declared Major Disaster.

### **C. Scope of Work**

1. The selected firm will be expected to provide disaster debris monitoring services to include debris generated from the White County, Tennessee (hereinafter referred to as County) right-of-way (ROW) including streets, roads, parks, and other maintained in-use public property and utility ROWs within the County. The area that these services are to be performed includes the entire area within the County limits.
2. Consultant will coordinate daily briefings, work progress, staffing, and other key items with the County.
3. Oversee scheduling work for all team members and contractors on a daily basis.
4. Hire, schedule, and manage field staff.
5. Monitor contractor operations and make/implement recommendations to improve efficiency and speed up recovery work.
6. Develop forms, databases, etc. for tracking field activities, submitting invoices to FEMA, FHWA, TEMA etc. Such forms, databases and invoices must be compatible with County software and approved by the County.
7. Assist the County with responding to public concerns and comments.
8. Certify contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring.
9. Enter load tickets into a database application.



10. Digitize source documentation (such as load tickets).
11. Develop daily operational reports to keep the County informed of work progress.
12. Development of maps, GIS applications, etc. as necessary.
13. Comprehensively review, reconcile, and validate debris removal contractor invoices prior to submission to the County for processing.
14. Develop project worksheet and other pertinent report preparation required for reimbursement by FEMA, FHWA, TEMA and any other applicable agency for disaster recovery efforts by County staff and designated debris removal contractors.
15. Provide monitors to monitor disaster debris removal contractors to ensure collection is conducted in accordance with County, FHWA, FEMA, TEMA and other required standards, including contractual provisions specified in County disaster debris collection contract. Ensure that only eligible debris quantities are being claimed for Public Assistance.
16. Provide monitors at designated check points to check and verify information on debris removal and at Debris Management Sites (DMSs) located throughout the County.
17. All debris monitors must have the ability to estimate debris quantities, differentiate between debris types, properly fill out load tickets and follow all safety procedures.
  - i. Responsibilities of monitors include, but are not limited to:
    - a. Report issues to their direct supervisor which require action, such as safety concerns, debris removal contractor noncompliance and equipment use.
    - b. Properly and accurately complete and physically control load tickets.
    - c. Ensure that trucks are accurately credited for their load.
    - d. Ensure that trucks are not artificially loaded (ex: debris is wetted, debris is fluffed, not compacted).
    - e. Ensure that hazardous wastes are not mixed in loads.
    - f. Ensure that loads are not improperly mixed.
    - g. Ensure that all debris is removed from trucks at DMSs.
    - h. Report if improper equipment is used.
    - i. Report if debris removal contractor personnel safety standards are not followed.
    - j. Report if general public safety standards are not followed.
    - k. Report if completion schedules are not on target.
    - l. Ensure that only debris specified in the contract is collected and is identified as eligible or ineligible.
    - m. Assure work is within the assigned scope of work.



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- n. Report to supervisor if debris removal work does not comply with all local ordinances as well as State and Federal regulations (i.e., proper disposal of hazardous wastes).
  - o. Submit daily reports on load quantities
18. Final report and appeal preparation and assistance.
  19. Cost recovery of eligible funds currently not obligated or potentially de-obligated by appropriate funding agencies. Separate pricing structures for this service may be included in the Consultant's proposal.
  20. Other disaster recovery services as requested by the County.

**D. Other Considerations**

1. The selected firm shall provide on the worksite a qualified accessible supervisor or liaison officer as directed. At least one (1) accessible and designated supervisor in the area of operation and the liaison officer shall have full authority to act on behalf of the firm and its subcontractors and all communications given to the supervisor or liaison officer in writing by the County's authorized representative shall be as binding as if given to the Firm.
2. Adequately handle property damage claims which result from contractor's errors or omissions.
3. Consultant shall review, validate and reconcile debris management contractor invoices prior to submission to the County for processing. The Consultant shall conduct a meeting at the beginning of the debris management operation to fully explain the process to the County, debris contractor(s) and FEMA/TEMA representatives. All invoices from the debris contractor shall be directed to the Consultant.
4. The invoices shall be reviewed by the Consultant to be accepted or rejected in a timely manner. The Consultant shall issue in writing to the County and the debris contractor, the acceptance or rejection of the invoices and a payment recommendation. If the invoice is rejected, the monitoring consultant shall clearly state the reasons for rejection and work with the debris contractor to resolve immediately.
5. Only invoices that are accurate and complete will be forwarded to the County for payment.
6. Consultant shall assist the County in reviewing and processing requests for payment by the debris removal and disposal contractor as well as in preparing final reports necessary for reimbursement by FEMA, FHWA (Federal Highway Administration) and other applicable agencies by County staff and designated debris removal and disposal contractor.



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7. Consultant shall assist in ensuring that processing of federal funding is done as quickly as possible, by verifying the following information is accurate and promptly provided:
    - i. Review of debris contractor invoices
    - ii. Monitoring information and project status reports
    - iii. Completed load tickets
    - iv. Consultant payroll
    - v. Review of debris contractor equipment hours of operation
    - vi. Vehicle certifications
    - vii. Start and end dates of the first debris removal pass and all subsequent passes
  8. Consultant shall provide professional oversight to monitor compliance with environmental and transportation regulations, FEMA reporting requirements, and any other federal, state, or local regulation that pertains to debris recovery operations. The Consultant shall stay current with FEMA and FHWA policies and procedures and notify the County's Project Manager immediately as changes occur.
  9. Consultant shall be capable of providing a 1-800 service (or other similar correspondence method) to respond and report on resident inquiries during the performance of debris removal and disposal activities.
  10. Consultant shall provide regular status updates to the County's Project Manager for public information use.
  11. Consultant shall provide appropriate staff to assist with damage complaints resulting from the debris removal. Complaints shall be tracked and forwarded to the project management team to be resolved with the debris contractor. A weekly log of such complaints and their resolution shall be provided to the County's Project Manager. Property damage complaints must be tracked using GIS. Any photos of the property damage must be linked in the GIS. A geodatabase shall be provided to the County with weekly updates. Upon request of the County, the Consultant may also be called upon to provide appropriate staffing of a customer call center to assist with public telephone inquiries, concerns and complaints regarding debris removal operations.
  12. Consultant shall provide the County's Project Manager and the debris contractor with daily Disaster Debris Status Reports. Each daily report shall contain the following:
    - i. Overview of daily activities including status of damage complaints
    - ii. Cumulative debris tally by debris site
    - iii. Cumulative debris tally by day



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- iv. Summary of monthly debris removal efforts (cumulative and by debris site)
  - v. Stump volume by site
  - vi. Debris site status
  - vii. Labor force report
13. The Disaster Debris Status Report is due no later than 12:00 noon the following business day or as requested by the County
  14. Consultant shall complete a certification on each vehicle deemed appropriate for collection. In addition to completing vehicle certification forms, photographs must be taken of each vehicle showing the vehicle number and type of vehicle. These photographs shall be attached with the certification. Original copies of these certifications, including photographs, shall be retained by the Consultant on behalf of the County and provided to the County upon their request or project completion. Additional copies shall be provided to the debris removal contractor and the vehicle driver. Once these vehicles are certified, random verifications shall be to assure that no vehicle modifications have been made and to confirm data accuracy.
  15. Consultant shall measure the volume to the nearest cubic yard of usable space for each debris collection vehicle. The Consultant shall complete the Vehicle Certification Form provided for each vehicle. The original Vehicle Certification Form shall be delivered to the County Project Manager or designee. The County Vehicle Certification Form will have the following information:
    - i. Vehicle make, model
    - ii. Length
    - iii. Width
    - iv. Height
    - v. Volume in cubic yards
    - vi. Tag number of vehicle
    - vii. VIN number of vehicle
    - viii. Vehicle type
    - ix. Driver of vehicle name (printed) and signature
    - x. Sub-Contractor representative name (printed) and signature
    - xi. Certification monitor name (printed) and signature certifying vehicle
    - xii. Date
    - xiii. Vehicle certification number
  16. Consultant's Project Manager or designee shall review all truck certification forms with the debris contractor to assure completeness and accuracy of each form before forwarding to the County's Project Manager or designee.



**E. Changes, Additions, and Deductions**

1. Upon proper action by the County, the County may authorize changes, additions, or deductions from the work to be performed. The authorization must be by written notice to the consultant. No extra work shall be done or any obligation incurred except upon written order by the County. If any change causes an increase or decrease in the contractor's cost of, or the time required for, the performance of any part of the work under this contract, the County shall make an equitable adjustment and modify the contract in writing.

**F. Termination of Contract**

1. The County may, by written notice to the consultant, terminate this agreement in whole or in part at any time, either for the County's convenience or for cause. Upon receipt of notice, the consultant shall immediately discontinue all services affected, unless the notice directs otherwise.
2. If the termination is for the convenience of the County, an equitable adjustment in the contract price shall be made, but no amount shall be allowed for anticipated profit or unperformed service.
3. This contract shall be terminated for cause if the consultant defaults in the performance of any of the terms hereof including, but not limited to, unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third-party claims filed or reasonable evidence that a claim will be filed, or other reasonable cause, or otherwise fails to cure any other deficiency identified by the County's authorized agent within 24 hours of delivery of notice of said deficiency. The County retains all other legal or equitable rights or remedies existing as a result of said default, including, but not limited to, any legal process necessary to obtain any sureties securing this contract. Any reasonable attorney's fee incurred in enforcing this contract will not exceed five percent (5%) of said contract price.

**G. Indemnification**

1. To the fullest extent permitted by law, the contractor, its subcontractors, agents, servants, officers, or employees shall indemnify and hold harmless White County, including, but not limited to, its elected and appointed officials, officers, employees, and agents from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the contractor's performance of the agreement or any other agreements of the contractor, entered into by reason thereof. The contractor shall indemnify and defend White County, including, but not limited to, its elected and appointed officials, officers, employees, and agents with respect to any claim arising, or alleged to have arisen from negligence,



and/or willful, wanton, or reckless acts or omissions of the contractor, its subcontractor, agents, servants, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damaged awards, costs, and reasonable attorney's fees. The indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The contractor agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

#### **H. Independent Contractor**

1. The parties agree that the consultant operates an independent business and is contracting to do work according to its own methods, without being subject to the control of the County or FEMA, except as to the product or the result of the work. The relationship between the County and the contractor shall be that as between an independent contractor and the County and not as an employer-employee relationship. The payment to the contractor is inclusive of any use, excise, income, or any other tax arising out of this Agreement.

#### **I. Suspension and Disbarment**

1. This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.
2. The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.
3. By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:
  - i. The certification in this clause is a material representation of fact relied upon by White County. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to White County, the federal government may pursue available remedies including, but not limited to, suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.



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### **III. Format of Proposal and Requested Content**

#### **A. Technical Plan**

1. Project Approach – A brief narrative description of the consultant’s approach to this project’s operations, including project management and mobilization.
2. Experience – A brief narrative description of the consultant’s experience and qualifications in performing similar disaster debris monitoring of similar size and complexity. Include supporting data to include jobs completed with the past five (5) years, including references and contact information.
3. Staff Qualifications – Provide detailed biographical information on the individuals who will provide project services, including education, training, and experience.

#### **B. Proposal Form**

1. Provide rate schedule for services using fee schedule supplied with this invitation to bid.

### **IV. Payment**

#### **A. Invoices**

1. Payment for work completed shall be invoiced in accordance with orders issued by the County. Orders will be given in accordance with individual grants received by the County or in accordance with tasks desired by the County in support of the disaster recovery and debris management and monitoring activities.
2. Invoices should be submitted promptly to the County for approval and payment.

### **V. Award of Contract(s)**

#### **A. Evaluation Criteria**

1. It is the County’s intent to enter into a contract(s) with a contractor(s) with the lowest total cost who best demonstrates the ability and technical plan to expeditiously provide eligible disaster related tree and vegetative debris removal monitoring for the County as outlined in this proposal. Each proposal will be evaluated based upon the following criteria:

Cost	51%
Technical Plan	30%
Relevant Experience	10%
Overall Proposal Presentation	9%



**B. Multiple Contracts**

1. The County may award multiple contracts until the County has enough crews to perform all necessary work.

**C. Award – General**

1. White County reserves the right to reject all bids, waive any and all technicalities, and make the award(s) as deemed in the best interest of the County.
2. White County reserves the right to not award a contract as a part of, or as a result of, this bid process if FEMA Public Assistance Program funds are not received by White County.
3. Upon agreement of both White County and the awarded consultant, the contract awarded as a result of this invitation to bid may be extended. However this extension, if exercised, must expire within three (3) years from the bid date.

**VI. Special Conditions**

**A. White County reserves the right to:**

1. Amend, modify, or withdraw this document.
2. Revise any requirements under this document.
3. Require supplemental statements of information from any responding party.
4. Extend the deadline for submission of responses hereto.
5. Negotiate or hold discussions with any bidder to correct insufficient responses that do not completely conform to the instructions contained herein.
6. Waive any nonconformity with this invitation to bid.
7. Cancel, in whole or in part, this invitation to bid if the County deems it is in its best interest to do so.
8. Request additional information or clarification of information provided in the response without changing the terms of the RFP.
9. Waive any portion of the selection process in order to accelerate the selection and negotiation with the top-ranked contractor.
10. Not award a contract as a part of, or result of, this process.

**B. The County may exercise the foregoing rights at any time without notice and without liability to any bidder, or any other party, for expenses incurred in the preparation of responses hereto or otherwise.**

**C. Conflict of Interest – Contractors must disclose any instances where the Contractor or any individuals working on the contract has a possible conflict of interest and, if so, the nature of that conflict (e.g., employed by White County). The County reserves the right to cancel the award if any interest disclosed from any source could either give the appearance of a conflict or**



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cause speculation as to the objectivity of the Contractor's proposal. The County's determination regarding any questions of conflict of interest is final.

- D. No Contact Policy – Any contact with any County representatives, related officials, or representatives other than those in the White County Department of Finance and/or the White County Executive's Office, is strictly prohibited. Such unauthorized contact may disqualify your contractor from this procurement.
- E. Any bid submitted must be inclusive of all applicable local, state, and federal taxes.

Alternate bids and specifications are not acceptable unless specifically asked for and /or authorized.



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## General Bidding Procedures

**Bid Limit:** White County requires all purchases over \$10,000 to be acquired by sealed competitive bids. Exceptions: Fuel, emergency purchases, and any items excluded by statute

**Location:** All bids must be submitted to the White County Department of Finance at or before the announced deadline.

Courthouse Room 204  
1 East Bockman Way  
Sparta, Tennessee 38583

**Bid Document:** For certain projects the Owner will supply a bid form to be completed by the bidder. When such forms are issued, only bids returned with the proper forms will be accepted. Envelopes must be sealed and marked as a bid document. Any bid may be withdrawn prior to the day, date and time as set forth in the "bid invitation". On construction related bids, the envelope must contain the following information visible from the outside: TN License number, expiration date, classifications and limitations.

**Electronic transmissions:** Electronic transmissions will not be accepted except when in the course of the bidding process addendums or other notifications of errors on behalf of the owner places an undue hardship upon prospective bidders. Written notification by the owner must precede the acceptance of Facsimile transmissions.

**Bid Bond:** For construction related bids, in excess of \$25,000 dollars, the owner requires a bid bond equal to five percent of the total price of the bid. Contracts for the services of a construction manager shall require a bid bond in the amount of ten percent. The owner may request bonds on other services as determined by the Finance Department.

**Performance Bond:** For construction related bids, in excess of \$25,000 dollars, the owner requires a performance bond equal to one hundred percent of the contract price. The owner may request bonds other services as determined by the Finance Department.

**Payment Bond:** For construction related bids, in excess of \$25,000 dollars, the owner requires a payment bond equal to one hundred percent of the contract price except as stipulated under T.C.A. 12-4-201. The owner may request bonds other services as determined by the Finance Department.

**Disclosures by bidders:** For construction bids in excess of \$25,000 interested bidders must include the following information on the outside of the envelope containing the bid document: Name, License number, Expiration date thereof, and license classification of the contractors applying to bid as stated in T.C.A. 62-6-119. For construction bids less than \$25,000, the name only is required. White County maintains a drug-free workplace and requires all bidders for construction contracts to comply with T.C.A. 50-9-114.

**Laws and Regulations:** The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full. Bidders may be required to provide proof of valid business license and Workers Compensation Insurance if required by law.

**Sub-contracts:** The Bidder is specifically advised that any person, firm, or other party to whom it is proposed to award a sub-contract under this contract must be acceptable to the Owner.



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**Award of Contract:** The owner (White County) further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all non-conforming, non-responsive or conditional bids. White County may conduct such investigations as it deems necessary to assist in the evaluation of any bid to establish the responsibility, qualifications, and financial ability of the bidder, proposed sub-contractors and other persons and organizations to perform the work in accordance with the contract documents to the bidder who does not pass any such evaluation to the owner's satisfaction. The contract shall be awarded to the lowest, best and most responsible bidder, whose evaluation by the owner indicates to the owner that the award will be in the best interest of White County. It is also understood that the "apparent low bidder" will be announced at the bid opening; however the "successful bidder", who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to specifications, etc. have been resolved and until a period of review has been completed by the County. White County does not enter into contracts which provide for mediation or arbitration.

**Construction Contracts – Retainage:** The Owner will retain five percent of funds on contracts over \$500,000 dollars per T.C.A. 66-11-144.

**Title VI of the Civil Rights Act of 1964:** All interested parties, without regard of race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance." White County strives to protect individuals' civil rights through active compliance with the requirements of Title VI.

**Warranty:** The vendor shall provide warranty information on the equipment, components and items bid with the bid submittal.

**Payments:** Invoices that are submitted by the awarded bidder are required to provide accurate and current addresses. Payment terms shall be specified in the bid response, including any discounts for early payment. The Finance Department of White County discourages the practice of picking up checks in person, unless there is an emergency situation.

**Errors in Bids:** When an error is made in extending total prices, the unit bid price will govern. Carelessness in quoting prices or in preparation of bid otherwise, will not relieve the bidder. Erasures or changes to bids must be initialed. Any alteration, erasure, addition to or omission of required information, change of the specifications or bidding schedule, is made at the risk of the bidder.

**Taxes:** White County is tax exempt.

**Tie Bids:** If two or more bidders submit identical bids and is equally qualified; selection shall be made at the discretion of the county based on performance.

**Contractors, Subcontractors and employees:** If work is to be performed during regular school hours when children are present, the county reserves the right to require background checks, dress codes and certain ethical standards of all employees on school property.

**Specification details:** These specifications have been designed to meet a certain level of quality as well as to standardize certain components. In numerous places reference to specific brands of components may have been made. This has been done to establish a certain level of quality and in no way is an attempt to write out vendors of similar or equal equipment components.



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### Bid Form

Project: Disaster Debris Monitoring, Recovery, and Planning

Bid Date: April 10, 2015; 2:00p.m. central time

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

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

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

Contact: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Bid Item:** Provide Hourly rates and an estimate of hours required for each of the following classifications:

Classification	Estimated Hours Required	Hourly Rate
Project Manager		
Operations Manager		
FEMA Specialist		
Field Supervisor		
Field Inspector/Debris Monitor		
Tower Monitor		
Data Manager		
Clerical		

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

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

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



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**Certification Regarding Debarment, Suspension,  
Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

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- (1) **The prospective lower tier participant certifies, by submission of this proposal, 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 Federal department or agency.**
  
- (2) **Where the prospective lower tier participant is unable to certify to any of the statements in this Certification, such prospective participant shall attach an explanation to this proposal.**

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Organization Name Bid Number

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Name(s) and Title(s) of Authorized Representative(s)

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Signature(s) Date

**Please return this form with your bid documents.**



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### CERTIFICATION REGARDING LOBBYING

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Name/Title of Submitting Official

\_\_\_\_\_  
Address

\_\_\_\_\_  
Official Signature

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Date

**Please return this form with your bid documents.**



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1 EAST BOCKMAN WAY  
SPARTA, TENNESSEE 38583  
PHONE (931)-836-3216 FAX (931)-836-3343  
finance@whitecountyttn.gov

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## Advertisement for Bid

White County, Tennessee  
Advertisement for Bids  
Bid No. 2015-0410-02-008

Take notice that the Director of Finance for White County shall accept sealed written bids for disaster debris monitoring, recovery, and planning services.

Proposals, bids, or responses must be submitted to the office of the Director of Finance, Room 204, White County Courthouse, Sparta, Tennessee, 38583, no later than 2:00 P.M. central time, April 10, 2015 at which time the bids will be opened and considered.

Copies of bid documents may be obtained at [whitecountyttn.gov/bids](http://whitecountyttn.gov/bids)

The owner (White County) further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all nonconforming, non-responsive or conditional bids.

Chad S. Marcum  
Director of Finance  
Publication Date: 03/30/2015