



DANE COUNTY
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

REQUEST FOR BID (RFB)

Revised 05/2021 (S)(LVP)

BID NUMBER: **122031**

BID TITLE: **Liquid Waste Pumping & Inspection Services**

BID DEADLINE: **May 13, 2022**
2:00 p.m. (CST)

SUBMIT BID TO: **Purchasing Bid Dropbox**
www.danepurchasing.com

Late, faxed, mailed, hand-delivered or unsigned bids will be rejected

**DIRECT
ALL INQUIRES
TO:**

Carmen Hidalgo
Purchasing Officer
(608)266-4966
Hidalgo.Carmen@countyofdane.com
www.danepurchasing.com

BID SUBMISSION CHECKLIST

- Update Vendor Registration
- Read Entire Bid Document

Completed Bid Packet (In PDF Format)

- Section 1 – Vendor Information
- Section 2 – Bid Specifications
- Section 3 – Price Proposal

- Upload Bid Response to Purchasing Bid Dropbox

DATE ISSUED | April 13, 2022

VENDOR INFORMATION

VENDOR NAME: _____

Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address			
City		County	
State		Zip+4	
Vendor Rep. Name		Telephone	
Title			
Email			
Dane County Vendor #			

Local Vendor Preference <i>(Reference General Guidelines #1.6)</i>
<input type="checkbox"/> Locally Based & Owned Vendor
<input type="checkbox"/> Locally Operated Vendor
<input type="checkbox"/> Non-Locally Operated Vendor
<input type="checkbox"/> No Local Vendor Preference

**Local Content Vendor Preference
Does Not Apply To This Bid**
(Reference General Guidelines #1.7)

Cooperative Purchasing <i>(Reference General Guidelines #1.8)</i>
<input type="checkbox"/> I agree to furnish the commodities or services of this bid to municipalities and state agencies.
<input type="checkbox"/> I do not agree to furnish the commodities or services of this bid to municipalities and state agencies.

Fair Labor Practice Certification <i>(Reference General Guidelines #1.9)</i>
<input type="checkbox"/> Vendor has not been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/> Vendor has been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Addenda – we hereby acknowledge receipt, review and use of the following addenda, if applicable.				
<input type="checkbox"/> Addendum #1	<input type="checkbox"/> Addendum #2	<input type="checkbox"/> Addendum #3	<input type="checkbox"/> Addendum #4	<input type="checkbox"/> None

Signature Affidavit
<p>In signing this bid, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.</p> <p>The undersigned, submitting this bid, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Bid, and declares that the attached bid and pricing are in conformity therewith.</p>

Signature: _____

Title: _____

Printed Name: _____

Date: _____

BID AND SPECIFICATION OVERVIEW

Dane County as represented by the Purchasing Division will accept bids for the purchase of specified item(s) as described within this document.

Specification Compliance: Bidder shall complete every space in the area provided with either a check mark to indicate the item being bid is exactly as specified (**Yes**), or deviates from bid specification (**No**). Any deviation from the minimum specifications stated herein must be identified in detail in the Specifications Deviations section of the bid and must include a description of how the proposed item(s) differ from the bid requirements, along with detailed justification for such deviation. Bidder shall include photos and schematics as necessary, for complete clarification.

The specifications below describe an acceptable product. Minor variations in specification may be accepted if, in the opinion of County staff, they do not adversely affect the quality, maintenance or performance of the item(s). Dane County reserves the right to accept or reject any and all bids, to waive informalities and to choose the bid that best meets the specifications and needs of the County.

Term: The contract shall be effective on the date indicated on the Dane County purchase order or the Dane County contract execution date and shall run until December 31, 2023 with four one-year optional renewals.

If applicable, any renewal terms are not automatic extensions. Vendor performance may be taken into consideration in the decision by the contracting agencies and the Purchasing Division to either continue this contract into each possible renewal term or to terminate and re-bid this contract.

Anticipated Start Date: May 2022

Term 1 – May 2022 – December 31, 2023

Term 2 – January 1, 2024 – December 31, 2024

Term 3 – January 1, 2025 – December 31, 2025

Term 4 – January 1, 2026 – December 31, 2026

Term 5 – January 1, 2027 – December 31, 2029

BID SPECIFICATIONS**122031 – Liquid Waste Pumping & Inspection Services**

#	Description	Spec Compliance	
		Yes	No
1	SCOPE OF SERVICES		
2	All work listed shall be performed in a thorough and professional manner and in accordance with accepted industry methods and practices. All work shall be in strict compliance with all local and state codes, ordinances, laws, and policies.		
3	The provider shall provide an adequate number of competent, properly trained personnel with sufficient supervision to provide the required services at all times. The provider shall provide all personnel with a complete set of specifications and schedules to ensure all required services are completed.		
4	Any work found to be in any way defective or unsatisfactory shall be corrected by the Provider at its own expense at the order of the County.		
5	All tools and equipment shall be provided by the provider and shall meet all applicable local, State and Federal Standards		
6	SPECIAL CONDITIONS	Yes	No
7	Contractor shall furnish its own equipment and dispose of all waste in a manner which is consistent of industry practices and regulations.		
8	When pumping vaults, vendors are required to sort out any trash or debris pulled from the vault and deposit in waste receptacles located at or near toilets. Vendor shall comply with the State of Wisconsin Administrative Code Natural Resources Chapter 113. Publicly Owned Treatment Works (POTW) Regulations.		
9	Vaults generally can be very full on any septic pumping date. Estimated volume for each tank side is listed within the pricing document (i.e. 1,000/2,000).		
10	Catch basins maximum capacity to be pumped is listed within the pricing document.		
11	INSPECTIONS	Yes	No
12	Sealed Vault - Vendor shall provide one documented inspection for each sealed vault during the contract period. The inspection shall be similar to the private sewage system maintenance inspection utilized by Dane County Human Services, Environmental Health Section.		
13	Septic Systems - Tanks shall be inspected as required by Dane County Human Services, Environmental Health Section, every three years, on an on call basis. All inspections shall include at the minimum:		
14	Visual inspection to be performed at the time of pumping		
15	Note possible failures in the sealed vault or septic tank/system		
16	Provide service, maintenance or repair recommendations as needed		
17	Provide County with Inspection Report within 30 days of inspection		
18	PUMPING SCHEDULE	Yes	No
19	On call basis means it is expected that the vendor must pump the site within 12 hours from the time of notification.		
20	Septic Tank with or without Pumping Chamber/Drywell - on call basis. Number of on call pumping for each site will be approximately 1 to 2 per year.		

Section 2 – Bid Specifications – Submit with Bid

21	Catch Basins are to be pumped-out and pipe connections are to be routed-out between the catch basins to the septic or municipal sewer system - on call basis.		
22	Pumping of grey water tanks, catch basins and cleaning of drain pipes – on call basis, size varies		
23	Number of on call pumping for each site will vary depending on location. Contact Supervisor before scheduling the work.		
24	Clean On Out Culvert – on call.		
25	LOCATIONS TO BE SERVICED	Yes	No
26	Dane County Highway – Madison Garage 2302 Fish Hatchery Road Madison, WI 53713		
27	Dane County Highway – Mt. Horeb Garage 9932 USH 18-151 Business Mt. Horeb, WI 53572		
28	Dane County Highway – Stoughton Garage 2520 CTH B Stoughton, WI 53589		
29	Dane County Highway – Springfield Garage 6159 USH 12 Dane, WI 53529		
30	Dane County Highway – East District Campus 3103 Luds Lane McFarland, WI 53558		
31	Dane County Highway – York Garage 1274 Greenway Rd Columbus WI 53925		
32	Dane County Highway – Verona Garage* 4391 Maple Grove Rd Madison WI 53719		
33	Dane County Highway – Albion Garage* 1015 CTH A Edgerton WI 53534		
34	Dane County Medical Examiner’s Office 3111 Luds Lane McFarland, WI 53558		
35	Dane County Waste & Renewables – Landfill Site 1 - Verona 6718 East Verona Avenue Verona, WI 53593		
36	Dane County Waste & Renewables – Landfill Site 2 - Rodefild 7102 USH 12 & 18 Madison, WI 53718		
37	Dane County Waste & Renewables – Training Center 3737 County Hwy AB McFarland, WI 53558		

*Currently being built

