



OFFICE OF TRANSPORTATION & INFRASTRUCTURE

POHNPEI STATE GOVERNMENT

KOLONIA, POHNPEI FM 96941

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REQUEST FOR QUALIFICATIONS &

REQUEST FOR PROPOSAL

SOLID WASTE MANAGEMENT PROJECT

OFFICE TRANSPORTATION AND INFRASTRUCTURE

POHNPEI STATE GOVERNMENT

Advertise Date: August 31, 2020

The Pohnpei State Government Office of Transportation and Infrastructure, is hereby soliciting sealed Request for Qualifications & Proposal; hereinafter referred to as RFQ/RFP, to be received by the Pohnpei State Government Office of Transportation and Infrastructure located at Peilapalap, Kolonia, Pohnpei, FSM 96941. The submission of RFQs/RFP's from firm(s) to perform the Solid Waste Management Services will be received until **5:00 p.m.** on **September 30, 2020** Pohnpei local time. Any RFQ/RFP received after the closing time may not receive prompt consideration.

It is the responsibility of the submitter to see that any RFQ/RFP submitted shall have sufficient time to be received by the Pohnpei State Government Office of Transportation and Infrastructure, prior to the RFQ/RFP closing date and time. It shall remain responsibility of the bidders to ensure that it reaches the addressee on or before the deadline. Proposals that are received after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

The RFQ's/RFP's shall be submitted in a sealed manila envelope (letter size: 8 1/2" x 11") as referenced on the solicitation, with Three (3) complete sets of the response no larger than 50 bound pages, including transmittal letter. All interested firms shall submit their RFQs/RFP's to:

John Adolph
Contracting Officer/Administrator
Office of Transportation and Infrastructure
Pohnpei State Government
P O BOX 2246
Kolonia, Pohnpei FSM 96941

The RFQ/RFP shall be labeled: **"RFQ/RFP for Solid Waste Management Project"**

GENERAL

The Pohnpei State Government Office of Transportation and Infrastructure is currently seeking a qualified Solid Waste Management Services Firm to manage and maintain the landfill site located in Dekehtik, Nett.

SCOPE OF SERVICES

The selected firm will report to and operate under, the direction of the Pohnpei State Government Office of Transportation and Infrastructure. The landfill needs to be open to the public 24 hours a day, and 7 days a week. **TRASH MANAGEMENT:** Contractor shall provide office space, shop, and bathrooms (hook-ups/installation of sewer line, water lines, fire hydrant, power and etc., inclusive). Attendant and security staff present 24 hours a day, 7 days a week to secure assets, monitor dumpsite activities and ensure public safety. Movement and collection of segregation materials include scrap metals, tires, waste oil, batteries, appliances, vehicles and vegetations. Monitor and maintenance of the gas venting pipes, leachate pond and leachate filtration system. Daily spreading, leveling and compacting of collected trash in cell #2. Extend the gas ventilation pipes in cell #2. Provide additional space for incoming waste oil and junk cars. **ACCESS ROAD:** General and on-going maintenance of the access way into the dumpsite area and perimeter access of cells with suitable coral fill on a routine basis. Coral fill shall be leveled and compacted to 95% MDD. Scavenging on the dumpsite is strictly prohibited. Contractor shall prevent any scavenging activities from the dumpsite for the entire duration of the contract.

Project Site Location:

The dumpsite is part of Parcel No. 166-A-16 (A), which has a total area of 43,867 squared meters, and is located in Dekehtik, Nett.

SUBMITTAL REQUIREMENTS

Responder(s) shall provide name and contact information. Each response should include, at a minimum, the following items:

1. Transmittal letter:

- Indicate interest and commitment to perform the Solid Waste Management services for the Pohnpei State Government Office of Transportation and Infrastructure
- Contact information for the primary person and point of contact for your RFQ/RFP
- Contain the statement that all information contained in the RFQ/RFP submittal is complete and accurate.

- The letter must be signed by the President/CEO of the firm.

2. Firm Qualifications and Experience:

- Firm biography, profile and current workload
- Discuss the firm's experience and history in performing solid waste management services in a timely manner, specifically for governmental agencies within the past five (5) years.
- Listing and detailed description of projects that were similar scale and complexity, in Micronesia or similar island environment.
- Discuss the firm's uniqueness to best perform the Solid Waste Management services for the Pohnpei State Government.
- Provide references (agency/company, name, current e-mail address) for projects identified in this section.

3. Team Member Qualifications and Experience:

- Discuss team member qualifications and experience in Solid Waste Management, key staff to be assigned to the work.
- Discuss any prior agency plan review services team members have performed
- Identify each team member's location of employment
- Provide brief resumes of any person identified as a key professional. The resumes should contain the following:
 - Full Name
 - Position Title
 - Hourly Rate
 - Educational background
 - Years of experience
 - Certifications, licenses, and etc. (If any)
 - Identification and brief description of relevant projects in which the person has been involved and a name of representative of the project cited that can be contacted for a reference, with contact information (including e-mail address)

4. Schedule:

- Provide a GANNT Chart schedule identifying milestones and all key elements of the solid waste management and maintenance tasks and months to complete each task.

5. Fee Schedule:

- Provide a list of cost breakdown as per deliverables. Total cost shall include all direct and indirect labor expenses, overhead and profit.
- Discuss firm's policy on direct cost to the project, if there is a mark-up, and if so, the percentage.

6. Insurance:

- Provide information on the carrier(s), types and amounts of insurance, including General Liability, Auto Coverage, Worker's Compensation, and Professional Liability Coverage.
- List any insurance claims within the past Five (5) years.

7. Presentation:

- Must submit three (3) bound copies of the RFQ/RFP.
- One (1) page cover letter and any standard resumes of key personnel.
- Font size shall be no less than 12. Print on 1 side only, 8-1/2" x 11" page size.

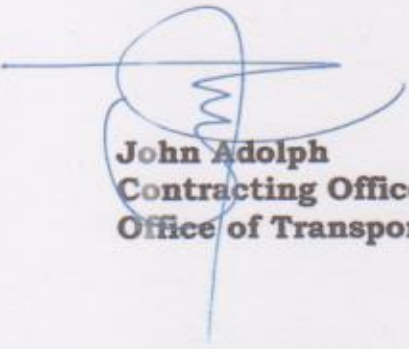
SELECTION PROCESS

The evaluation will select one best qualified firm for the Solid Waste Management services. Pohnpei State Office of Transportation and Infrastructure reserves the right to select the qualified firm for the Solid Waste Management services. Pohnpei State Office of Transportation and Infrastructure reserves the right to select no firm from the RFQ/RFP submittals without any further action at this time, or to delay acting on this submittal for award at a future date.

The Evaluation Committee shall screen and rate all the respondents that are submitted. Selection ratings will be based on 100-point scale rating and shall be based on the following Criteria:

1) Transmittal Letter.....	5 points
2) Firm Qualification & Experience	25 points
3) Team Member Qualification & Experience.....	35 points
4) Schedule.....	15 points
5) Fee Schedule.....	10 points
6) Insurance.....	5 points
7) Overall Presentation.....	5 points

Should you require additional information and/or clarifications regarding the RFQ/RFP contact **Strick Silbanuz**, *Construction Inspector II*, Office of Transportation and Infrastructure at (email address: stricksilbanuz@gmail.com) or **Samuel Orejudos**, *Civil Engineer*, Office of Transportation and Infrastructure at (email address: sam_orejudos56@yahoo.com) until the Close of Business on **September 30, 2020**, Pohnpei Time. The evaluation committee anticipates review of submittals to be completed no earlier than **October 7, 2020**.



John Adolph
Contracting Officer/Administrator
Office of Transportation and Infrastructure