



We Are Columbia

## MEMORANDUM

To: Ms. Teresa B. Wilson, City Manager

From: Kelly L. LeVeck, Buyer

*KL*

Date: October 22, 2013

Re: Request for Council Approval

One (1) bid was received for Compost Grinding as requested by Solid Waste Department.

I ask that you seek Council's approval for this purchase from the bid specifications for items 1, 2, 4, 5, 6, and 7 to McClam and Associates, Inc. at the following cost. This contract was originally awarded for approximately 7 ½ months term beginning November 13, 2013, terminating on June 30, 2014, with a possible extension/renewal of one (1) year option under the same terms and conditions as set forth by the City of Columbia. Maximum contract period will not extend beyond June 30, 2015. This is a service which is not applicable to SC sales tax. Item #3 will not be awarded because of budgetary constraints.

McClam and Associates	Item #1	\$31,738.00
	Item #2	\$16,576.00
	Item #4	\$38,560.00
	Item #5	\$9,426.00
	Item #6	\$16,442.91
	<u>Item #7</u>	<u>\$16,891.20</u>
	<b>Total</b>	<b>\$129,634.11</b>

McClam and Associates, Inc. is located in Little Mountain, SC.

This will be charged as follows:

Solid Waste Compost 1014406-638500

\$ 129,634.11

*alm 10/30/13*

Approval from Dept. page 1 of 4

**LeVeck, Kelly L**

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**From:** Hooks, John P  
**Sent:** Monday, October 21, 2013 4:48 PM  
**To:** LeVeck, Kelly L  
**Subject:** RE: Bid#00002-13-14 Compost Bid

thanks

**John P. Hooks**, Solid Waste Superintendent  
Public Works

2910 Colonial Drive, Columbia, SC 29203

Phone: 803-545-3830

Fax: 803-733-8648

ColumbiaSC.net

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**From:** LeVeck, Kelly L  
**Sent:** Monday, October 21, 2013 4:47 PM  
**To:** Hooks, John P  
**Cc:** Wright, Sandra A  
**Subject:** RE: Bid#00002-13-14 Compost Bid

OK. Item 1, 2,4,5,6,7 which totals \$129,634.11 without tax. I will proceed.

Thanks,



We Are Columbia

**Kelly L. LeVeck**, Buyer  
Purchasing Division  
1136 Washington Street, Columbia, SC 29201  
Phone: 803-545-3472  
Fax: 803-733-8408  
ColumbiaSC.net

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**From:** Hooks, John P  
**Sent:** Monday, October 21, 2013 4:39 PM  
**To:** LeVeck, Kelly L  
**Cc:** Wright, Sandra A  
**Subject:** RE: Bid#00002-13-14 Compost Bid

Correction- all windrows with exception of #3

**John P. Hooks**, Solid Waste Superintendent  
Public Works

2910 Colonial Drive, Columbia, SC 29203

Phone: 803-545-3830  
Fax: 803-733-8648

ColumbiaSC.net

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**From:** LeVeck, Kelly L  
**Sent:** Monday, October 21, 2013 4:37 PM  
**To:** Hooks, John P  
**Cc:** Wright, Sandra A  
**Subject:** RE: Bid#00002-13-14 Compost Bid

John,

The totals for Items 1 thru 5, and Item 7 will total \$173,691.20 without tax. With your approval to proceed, I assume the additional funding is available for me to advertise the Letter of Intent and adding it to the next City Council's agenda.

Thanks,



We Are Columbia

**Kelly L. LeVeck**, Buyer  
Purchasing Division  
1136 Washington Street, Columbia, SC 29201  
Phone: 803-545-3472  
Fax: 803-733-8408  
ColumbiaSC.net

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**From:** Hooks, John P  
**Sent:** Monday, October 21, 2013 4:26 PM  
**To:** LeVeck, Kelly L  
**Subject:** RE: Bid#00002-13-14 Compost Bid

We want to Grind all windrows with exception of #6

Any questions let me know

**John P. Hooks**, Solid Waste Superintendent  
Public Works

2910 Colonial Drive, Columbia, SC 29203

Phone: 803-545-3830  
Fax: 803-733-8648

ColumbiaSC.net

**From:** LeVeck, Kelly L  
**Sent:** Monday, October 07, 2013 4:59 PM  
**To:** Hooks, John P  
**Cc:** Wright, Sandra A  
**Subject:** FW: Bid#00002-13-14 Compost Bid

John,

Please review the windrows pricing listed below provided by McClam and Associates. Let me know what you what to do.

Thanks,



We Are Columbia

**Kelly L. LeVeck**, Buyer  
Purchasing Division  
1136 Washington Street, Columbia, SC 29201  
Phone: 803-545-3472  
Fax: 803-733-8408  
ColumbiaSC.net

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**From:** Scott Nolf [mailto:snolf@mcclam.net]  
**Sent:** Monday, October 07, 2013 4:49 PM  
**To:** LeVeck, Kelly L  
**Cc:** 'Rusty McClam'; nedabrewer@yahoo.com  
**Subject:** RE: Bid#00002-13-14 Compost Bid

Mr. LaVeck

Rusty asked that I respond to your request from last week in referenced to the above job. Please review the following pricing and let me know what yall want to process.

Stockpile #1 - \$31,738.00  
Stockpile #2 - \$16,576.00  
Stockpile #3 - \$60,500.00  
Stockpile #4 - \$38,560.00  
Stockpile #5 - \$9,426.00  
Stockpile #6 - \$16,442.91  
Stockpile #7 - \$16,891.20

Thanks

Scott Nolf  
Project Manager  
McClam & Associates  
(803) 345-9194 Office  
(803) 345-5362 Fax

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**From:** Rusty McClam [mailto:jrm@mcclam.net]  
**Sent:** Friday, October 04, 2013 10:03 AM  
**To:** 'LeVeck, Kelly L'

Bid 00002-13-14 Bid Tabulation Breakdown of Items per email from McClam 10/7/2013				
Bidder	Items	Yards per Windrow	Per Cubic Yard	Total
McClam @ Assoc.	1	14,168.75	\$2.24	\$31,738.00 *
	2	7,400	\$2.24	\$16,576.00 *
	3	27,008.93	\$2.24	\$60,500.00
	4	17,214.29	\$2.24	\$38,560.00*
	5	4,208.04	\$2.24	\$9,426.00 *
	6	10,747	\$1.53	\$16,442.91 *
	7	11,040	\$1.53	\$16,891.20 *

Note: Items with asterisks we are awarding

Submit Responses Online using the City of  
Columbia's Bid Online  
Phone Number: (803)545-3470

CITY OF COLUMBIA  
INVITATION TO BID  
BIDDER ACKNOWLEDGEMENT

Date: 09/10/2013

Bids will be opened at 10:00 AM on  
10/2/2013 and may not be withdrawn within  
60 days after such date and time.

Bid No: 00002-13-14

Bid Title: Compost Grinding FY 2013-14

Reason For No  
Bid:

Vendor Name: M<sup>C</sup>CLAM & ASSOCIATES

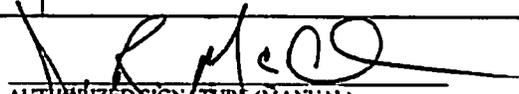
Vendor Mailing Address: 1642 HOLYTRINITY CHURCH ROAD

City-State-Zip: LITTLE MOUNTAIN, SC 29075

Telephone No: 8033459194

Fax No: 8033455362

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of the bid and certify that I am authorized to submit this bid. In submitting a bid to an agency of the City of Columbia, the bidder offers and agrees that if the bid is accepted, the bidder will convey, sell, assign or transfer to the City of Columbia all rights, title, interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of South Carolina for price fixing relating to the particular commodities or services purchased or acquired by the City of Columbia. At the discretion of the City of Columbia, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the bidder.

  
AUTHORIZED SIGNATURE (MANUAL)

J R M<sup>C</sup>CLAM  
AUTHORIZED SIGNATURE-TITLE (TYPED)

jrm@mcclam.net  
E-MAIL ADDRESS

General Conditions

Electronic Bids: All bids must be submitted using the Bid Online System. Bids not submitted on the Bid Online System may be rejected. All bids are subject to the conditions specified herein. Those which do not comply with these conditions are subject to rejection.

1. EXECUTION OF BID: Bid must be submitted online by an authorized representative.

2. BID OPENING: Shall be public on the date and at the hour specified on the bid. It is the bidder's responsibility to assure that his bid is submitted. Bids which for any reason are not so submitted may not be considered. Offers by telegram or telephone are not acceptable. A bid may not be altered after the opening of the bids. NOTE: Bid tabulation will be posted online under the tabulations section of bid online. Bid tabulations will not be provided by telephone.

3. PRICES, TERMS, & PAYMENT: Firm prices shall be bid and shall include all packing, handling and shipping or delivery charges.

A. Discounts: Bidders may offer a cash discount for prompt payment. However, such discounts shall not be considered in determining the lowest net cost for bid evaluation purposes. Discount time will be computed from the date of satisfactory delivery at place of acceptance or from receipt of correct invoice at the office specified, whichever is later.

B. Mistakes: Bidders are expected to examine the specifications, delivery schedule, bid prices and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk. In case of mistake in extension, the unit price will govern.

C. Condition & Packaging: It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current model at the time of this bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

D. Safety Standards: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupational Safety and Health Act, and any standards there under, as well as hearing Underwriters Laboratories labels where appropriate.

E. Invoicing & Payment: The contractor shall be paid upon submission of properly certified invoices to the City of Columbia Accounting Division, P.O. Box 147, Columbia, S.C. 29217. At the prices stipulated on the contract at the time the order is placed, after delivery and acceptance of goods, less deductions if any, as provided, invoices shall contain the Contract Number and Purchase Order Number. The City of Columbia will not pay invoices submitted from a third party. Invoices shall be submitted by the company shown on the Purchase Order.

4. MANUFACTURER'S NAME & APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalogue numbers listed in a specification are for information and are not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specification for any item(s). If bids are based on equivalent products, indicate on the bid form the manufacturer's name and number. Bidder shall submit with his bid, cuts, sketches and descriptive literature and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. The City of Columbia reserves the right to determine acceptance of item(s) as an approved equivalent. Bids, which do not comply with these requirements, are subject to rejection. Bids lacking any written indication of intent to bid an alternate brand will be received and considered in complete compliance with the specifications as listed on the bid form. The Division of Purchasing is to be notified of any proposed changes in (a) materials used, (b) manufacturing process, or (c) construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City Purchasing Agent.

General Conditions(Con't)

## Pricing Sheet

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Items 1 - 5 Compost Grinding:	Per Cubic Yard:	\$ <u>2<sup>24</sup></u>
	Extended Cost:	\$ <u>156,800<sup>00</sup></u>
Items 6 - 7 Screen Piles:	Per Cubic Yard:	\$ <u>1<sup>55</sup></u>
	Extended Cost:	\$ <u>33,334<sup>11</sup></u>
	Combined Extended Cost:	\$ <u>190,134<sup>11</sup></u>

**\*Bidders must submit pricing on Items 1 – 5 and Items 6 & 7 on Bid Online\***