



July 18, 2024

**STATE OF ALABAMA
COUNTY OF SHELBY**

**SEALED BIDS – LANDFILL SCALE OPERATIONS AND CUSTOMER
BILLING SOFTWARE AND HARDWARE**

Sealed bids for **LANDFILL SCALE OPERATIONS AND CUSTOMER BILLING SOFTWARE AND HARDWARE** for use by the Shelby County Landfill will be received in the office of the Chief Financial Officer, Shelby County Administration Building, 200 West College Street, Room 125, Columbiana, Alabama 35051 (**MAILING ADDRESS: 200 West College Street Room 125, Columbiana, AL 35051**) until 2:00 P.M., July 30, 2024 at which time bids will be opened publicly and read. The County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest responsive bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. Any entity of Shelby County Commission may purchase from this bid. If you have any questions concerning bid specifications, please contact Gina LeCroy at rlecroy@shelbyal.com.

GENERAL INFORMATION

Shelby County Commission requires a 10% bid bond or bank certified check on **any bid exceeding \$10,000.00**. Company checks that are not bank certified **will not** be accepted as bond. Bid bond based on the total bid amount (Items 1 & 2) (not including annual software maintenance fees).

All bidders **must** use our form for submitting their bid. Bidder must submit a unit price summary along with the bid form. Bidder must note any exceptions to bid specifications on a separate sheet of paper and attach exceptions to quotation. All bids must be sealed and marked in the lower left-hand corner **"LANDFILL SCALE OPERATIONS AND CUSTOMER BILLING SOFTWARE AND HARDWARE"** with opening date and time. Late bids will not be opened. Bids will not include State Sales Tax or Federal Excise Tax.

Bid price submitted shall include price "DELIVERED, INSTALLED AND SETUP" (including surcharges, shipping charges, etc.)

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the bid file and Commission Minutes. Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

DISQUALIFICATION OF BIDS

Bids may be disqualified before awarding of the contract for any of the following:

1. Failure to mark envelope as required.
2. Failure to sign or notarize the bid document.
3. Failure to include requested information for other details of the bid; or
4. Failure to include bid bond.

NOTICE: If mailing bid, please note the mailing address noted in the first paragraph of this letter.

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of the Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission. Upon awarding of this contract and bid the Shelby County commission receives the sole right to end said contract at their sole discretion.

IMMIGRATION LAW

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

OPEN TRADE

By signing this contract, vendor agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

Please provide your bid response in triplicate, one original and two copies.

Bids will not include State Sales Tax or Federal Excise Tax.

Chad Scroggins
County Manager