

## REQUEST FOR PROPOSALS

### RFP21-OPD/DPW/MOT-152

#### **“Collection and Removal of remaining 2018 Super Typhoon Yutu Debris on the Municipality of Tinian and Aguiguan”**

The Office of Planning and Development (OPD) in partnership with the Office of the Mayor of Tinian is soliciting proposals from qualified contractors to develop a work plan and a budget proposal for the collection and removal of remaining Yutu Debris on the Municipality of Tinian and Aguiguan.

Questions regarding this project can be made to Erin Derrington by email at erin.derrington@opd.gov.mp, no later than **10:00 am, August 25, 2021 Chamorro Standard Time**. Responses to questions shall be shared with all prospective proposers. The questions from prospective applicants and the responses from DPW will also be posted to the websites that listed the RFP, in an addendum.

Sealed proposals for this project shall be submitted with **one (1) original and four copies** to the Office of the Director of Procurement Services, located at the former Emergency Management Office, Ascencion Drive, Building No. 1301, Capitol Hill, **no later than 10:00 a.m., local time, Chamorro Standard Time, September 01 2021**, and must be marked **“RFP21-OPD/DPW/MOT-152.”**

Proposals submitted by firms outside the Commonwealth must be postmarked by the U.S. Postal Service or the official postal service of a foreign Country by **September 01, 2021** and mailed to the Office of the Director of Procurement Services to P.O. Box 10008 C.K., Saipan , MP 96950 and the proposal documents must be received at the Office of the Director of Procurement and Supply, located at the former Emergency Management Office, Ascencion Drive, Building No. 1301, Capitol Hill Saipan no later than **10:00 am, September 10, 2021**.

Proposers outside the Commonwealth must notify the Director of Procurement Services, in writing, if they intend to submit a proposal in order to receive an additional seven (7) working days for receipt of the actual proposal documents. This notice of intent including name, contact details and a statement that they intend to submit a proposal may be sent in any mode of written communication including facsimile to (670) 664-1515 or e-mailed to Joaquin.reyes@dof.gov.mp but must be received **no later than 10:00 a.m., local time, Chamorro Standard Time, September 01, 2021**. All prospective applicants who send their Notice of Intent by this date will receive a copy of all questions from other prospective applicants and the reply.

Procurement of these services is made in accordance with NMIAC Section 70-30.3-210 of the CNMI Procurement Regulations. Proposals for the project will be evaluated based on the following criteria:

- |    |  |     |
|----|--|-----|
| 1. | Qualifications regarding Debris clean up or similar project execution    | 30% |
| 2. | Experience in Collection and Removal on Debris associated to Yutu Debris | 30% |
| 3. | Proposed methods with Scope of Work and timeframe                        | 30% |

4.	Cost	10%
	<b>Total</b>	<b>100%</b>

Technical merit and experience will be given greater importance than overall cost, and the Government reserves the right to award this RFP to a bidder other than the lowest cost applicant. For proposals of equal merit, the overall cost will gain greater importance for a final decision.

Discussions may be conducted with applicants who submit proposals determined to be reasonably credible of being selected for award, for the purpose of clarification. Discussions may also be conducted to ensure full understanding and fulfillment of solicitation requirements. Applicants shall be accorded fair and equal treatment with respect to any opportunity for discussion. Revision of proposals may be permitted after submission, and prior to award date for the purpose of obtaining the best final offer. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing applicants.

All responses to this RFP should take into account any and all taxes, including excise tax, which will become the obligation of the applicant awarded a contract. The applicant selected will be subject to a responsibility determination in conformance with NMIAC Section 70-30.03-245 of the CNMI Procurement Regulations.

Award shall be made to the responsible proposer whose proposal is determined in writing to be most advantageous to the government, taking into consideration price and the evaluation factors set forth in this request for proposal. No other factors or criteria shall be used in the evaluation.

The provisions of the Procurement Regulations, NMIAC Section 70-30.3-725 and 70-30.3-730 prohibiting Gratuities and Kickbacks and Contingent Fees shall apply.

**BREACH OF ETHICAL STANDARDS**

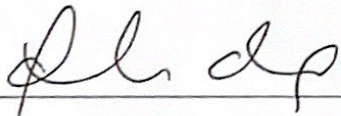
(To be part of Solicitation for quotes, ITBs and RFPs)

· **Gratuities.** It shall be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract or to any solicitation or proposal therefore. NMIAC Section 70-30.3-725(a).

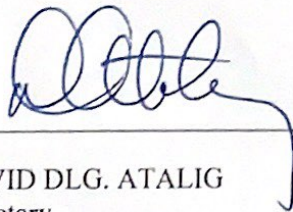
· **Kickbacks.** It shall be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith as an inducement for the award of subcontractor or order. NMIAC Section 70-30.3-725(b).

· **Contingent Fees.** It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure government contracts upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business. NMIAC Section 70-30.3-730.

The government reserves the right to reject any and all proposals and to waive any imperfection in a proposal if in the best interest of the Commonwealth of the Northern Mariana Islands. All proposals shall become property of the CNMI government upon submission.



A. KODEP OGUMORO-ULUDONG  
Director, Office of Planning and Development  
Expenditure Authority



DAVID DLG. ATALIG  
Secretary  
Department of Finance

**RFP21-OPD/DPW/MOT-152****SCOPE OF WORK****“Collection and Removal of remaining 2018 Super Typhoon Debris”****PURPOSE OF THE PROJECT**

The Office of Planning and Development (OPD) in partnership with the Department of Public Works (DPW) and the Office of the Mayor of Tinian is soliciting proposals from qualified contractors to develop a work plan and budget proposal to achieve the collection and removal of remaining Yutu Debris located on the Municipality of Tinian and Aguiguan. Site photos are [available here](#) for reference. It is estimated that the waste stream will include the following:

- Estimated 5,000 cubic yards / 660 tons of metals (roofing tin, white goods, indoor and outdoor equipment, kitchen equipment, automobiles, and assorted metals including construction materials and fuel tanks at the DLNR site and up to 5,000 / 660 tons of additional materials collected through supplemental Yutu debris cleanup efforts;
- Estimated two (2) 40' containers of E-waste;
- Estimated 2,000 cubic yards / 250 tons of Tires;
- Estimated four (4) 40' containers of Regulated waste and Hazardous waste; and
- Estimated approximately 2,000 gallons of used oil at DLNR Site.

The successful bidder will work with the Tinian Solid Waste Management Working Group (Tinian SW Working Group) including representatives from the Office of the Mayor of Tinian and Aguiguan, Tinian Department of Public Works, and the Office of Planning and Development (OPD) as well as coordinate activities to seek recommendations and solicit feedback from the existing Inter-Island Integrated Solid Waste Management Taskforce (SW Taskforce) to develop and ensure the work plan for cleaning up the disaster debris aligns with concurrent planning updates and address critical solid waste management response and data collection needs that will further support Tinian's Zero Waste policy and program development, including demonstrating consideration of cost-effective waste diversion, reuse, and recycling options. Upon completion of the clean-up the selected bidder will conduct soil sampling for contaminants to be performed and submitted to State BECQ.

**DELIVERABLES**

The deliverables for this project will be (1) development of a collection and classification work plan for approval by the Tinian SW Working Group, (2) execution of the proposed plan including obtaining any and all supporting permits if applicable and environmental compliance documentation with cleanup of the Green Waste and Temporary DLNR Recycling, E-Waste, and Hazardous Waste Storage sites to be completed within twelve months of the approval of the draft work plan, and (3) a final report on the quantities and classifications of waste collected through this clean-up effort on Tinian.

## QUALIFICATIONS

Interested bidders should demonstrate qualifications of their firm(s)/contractor(s) reflecting:

- Experience developing solid waste management plans and policies; on Debris clean up Experience working in the CNMI; and Collection and Removal on Debris associated to Yutu
- Strong project management and product delivery credentials including existing hazardous waste management and oil waste management certification or the demonstrated ability to obtain this certification from CNMI-BECQ in advance of the receipt of a Notice to Proceed;
- Demonstratable experience with debris waste diversion and knowledge of “Zero Waste” management concepts is encouraged.

## PROPOSALS

Proposals must include the production of detailed work plan and budget proposal for the collection, classification, and removal of remaining Yutu Debris including a timeline that will ensure production of project deliverables in a timely manner and propose an approach that meets the following specifications:

- Proposal will reflect coordination with existing Inter-Island Integrated Solid Waste Management Taskforce, comprised of representatives from the Department of Public Works, Office of Planning and Development, Bureau of Environmental and Coastal Quality, Offices of the Mayors of Tinian, Rota, and the Northern Islands, and U.S. Environmental Protection Agency (SW Taskforce), and Tinian Solid Waste Working Group comprised of staff from the Office of the Mayor of Tinian, Tinian DPW, and OPD (Tinian SW Working Group) including the provision of periodic updates to the SW Taskforce and at least quarterly reporting;
- Proposed project schedule will ensure sufficient time for SW Taskforce and Working Group review and comment on the Draft work plan and budget proposal for the collection and Removal of Yutu Debris in order to provide sufficient time to produce a revised a Final work plan and budget proposal for the collection and Removal of remaining Yutu Debris that includes all outlined plan components detailed further here within two (2) weeks of the issuance of the notice to proceed at the latest; and
- Execution of approved final cleanup plan within one year of the approval of the work plan from the SW Taskforce to ensure completion of removal of Yutu-related debris from the Green Waste and Temporary DLNR Recycling and Hazardous Waste Storage sites.

Interested contractors shall prepare and submit a proposal and cost estimate that responds to the objectives and deliverables of this Scope of Work, detailed further below. Proposals that detail timelines and itemized costs for each deliverable are strongly encouraged.

Proposals submitted by applicants must contain, at a minimum:

- 1) The name and address of the applicant/s and their organization, including the name and telephone or email address of the person to be contacted relative to this proposal.
- 2) Draft proposal of collection and disposal methodology, which shall include as much detail as practical for accomplishing the required objectives

and deliverables. Itemized lists of materials / supplies needed with identification of component leads are encouraged.

3) The name/s and resumes of the staff and/or contractors or sub-contractors, if relevant, to participate in the project. Resumes shall describe in detail the individuals' educational background and professional experience relevant to the project, including relevant trainings in solid waste and/or Zero Waste management.

4) A schedule for completing the project. This schedule shall indicate the duration of each task and specify submittal dates for deliverables and invoices.

5) A detailed cost estimate for completion of the project, including direct and indirect costs.

Interested bidders are encouraged to consider leveraging existing weekly meetings with project coordinators and monthly "All Hands" check-ins with the SW Taskforce. Project proposals must include timelines and identify task leads and milestones necessary to support a comprehensive and expeditiously developed Final work plan and budget proposal for the collection and removal of Yutu Debris promoting our Zero Waste plan within two (2) weeks of issuance of a Notice to Proceed. This plan and supporting Scope of Work detailed further in project proposals must include consideration of the following components:

- Address Tinian's need to complete the collection and removal of remaining Yutu Debris such as Roofing Tins, Lumber, White Goods, E-equipment, Automobiles, metal framing, metal components, electrical components, empty tanks, oil and potentially contaminated soil as needed.
- Develop a draft Site Clean-up Work Plan for existing municipal solid waste (MSW) from remaining Yutu Debris on Tinian including procedures regarding:
  - Acceptance, storage, and disposal methods including at environmentally compliant site on Tinian and transportation cost assessment for MSW and HW with an emphasis on "Zero Waste" principles and prioritizing waste stream diversion where possible;
  - Staffing and other relevant operations recommendations to support future disaster response efforts;
  - Hazardous waste management protocols (including training, identification, and response/management if appropriate); and
- Provide a draft and final report to reflect quantities and classifications of waste collected through this emergency clean-up effort on Tinian in addition to a final soils sampling and assessment report that is submitted to and approved by CNMI-BECQ.

This effort will result in completed site clean-up within twelve months of the issuance of the Notice to Proceed.

## EVALUATION CRITERIA

Proposals will be reviewed and evaluated by a selection team appointed by the OPD Director, Mayor of Tinian, and the Tinian DPW Resident Director. All proposals will be evaluated according to the following criteria:

- |              |  |             |
|--------------|--|-------------|
| 1.           | Qualifications in Debris clean up including existing hazardous waste management and oil waste management certification or the demonstrated ability to obtain this certification from CNMI-BECQ in advance of the receipt of a Notice to Proceed; | 30%         |
| 2.           | Experience in Collection and Removal on Debris including demonstrable knowledge of waste diversion and "Zero Waste" management concepts  | 30%         |
| 3.           | Proposed methods with Scope of Work and timeframe: Start to Finish   | 30%         |
| 4.           | Cost   | 10%         |
| <b>Total</b> |  | <b>100%</b> |

Technical merit is more important than price, and the Government reserves the right to award to other than the lowest proposer. As proposals become more equal in technical merit, the importance of cost will increase.

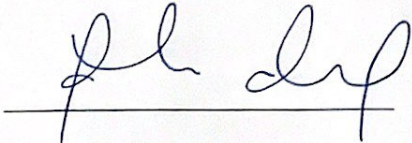
## KEY PERSONNEL

It is essential that the successful applicant provide an adequate staff of experienced personnel, capable of and devoted to the successful accomplishment of the work to be performed for the project. The contractor must assign specific individuals to the key position/s. Once assigned to work under the contract, key personnel will not be removed or replaced without consideration of impact on the contract, or without written approval from the expenditure authority.

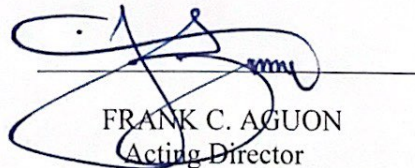
## CANCELLATION OF REQUEST FOR PROPOSALS

EXPENDITURE AUTHORITY reserves the right to cancel this solicitation, and any or all proposals may be accepted, modified, or rejected in whole or part.

The government reserves the right to reject any and all proposals and to waive any imperfection in a proposal if in the best interest of the Commonwealth of the Northern Mariana Islands. All proposals shall become the property of the Commonwealth of the Northern Mariana Islands government.



A. KODEP OGUMORO-ULUDONG  
Director, Office of Planning & Development  
Expenditure Authority



FRANK C. AGUON  
Acting Director  
Division of Procurement Services

# NOTICE OF INTENT

(This ONLY applies to Bidders/Proposers located outside of the CNMI)

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Dear Mr. Francisco C. Aguon,

\_\_\_\_\_, is submitting a Notice of Intent to Bid/Propose  
Company Name

FOR RFP21-OPD/DPW/MOT-152 .  
ITB No. / RFP No.

**Provide the Following Information:**

\_\_\_\_\_  
Last Name, First Name M.I. Position Title:

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

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

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Fax No.

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

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

Notice to all Proposers/Bidders located outside of the Commonwealth Northern Mariana Islands. This Notice of Intent **MUST** be filled out and submitted on or before the given ITB/RFP submission deadline to the Acting Director of Procurement Services via email to [joaquin.reyes@dof.gov.mp](mailto:joaquin.reyes@dof.gov.mp) or via facsimile to (670) 664-1515. Note that failure to submit this required document will be subject to rejection of bid/proposal.