



## **OFFICE OF COUNTY MAYOR GLENN JACOBS**

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

### **ADDENDUM I REQUEST FOR PROPOSAL 3612 EMERGENCY DEBRIS REMOVAL**

**ADDENDUM DATE:** November 21, 2024  
**BUYER:** Jay Garrison, CPPO, CPPB  
**ORIGINAL CLOSING DATE:** December 5, 2024 at 2:00 PM

#### **THE FOLLOWING IS FOR CLARIFICATION:**

**QUESTION 1:** Please provide the names and titles of the evaluation committee members.

**ANSWER 1:** All information regarding the evaluation process is closed until after an Intent to Award is sent to the apparent successful proposer. However, the committee will be made up of user department personnel, individuals with project responsibility, personnel with technical familiarity with project requirements, a procurement division representative.

**QUESTION 2:** Please provide the date, time, and location when the evaluation committee meeting will be held to evaluate proposals.

**ANSWER 2:** Meeting are to be determined and closed until an Intent to Award is sent to the apparent successful proposer.

**QUESTION 3:** Where will the evaluation committee meeting notice be posted?

**ANSWER 3:** See Answer 2.

**QUESTION 4:** When will intent to award be made and how will it be communicated to proposers?

**ANSWER 4:** Via email as soon as possible after evaluations are completed.

**QUESTION 5:** Can the County provide a copy of the current contractor(s) pricing?

**ANSWER 5:** See attached.

**QUESTION 6:** What was the last event that impacted the County which required activation and performance by the County's disaster debris management contractor?

**ANSWER 6:** There was an EF2 tornado in Monday, August, 7th 2023. Property owners affected by the storm were logged and a limited brush pickup service was operated. The contractor was mobilized to pick up piles of residential brush from the curb.

**QUESTION 7:** How many cubic yards of debris was collected in that event?

**ANSWER 7:** A total of 21,066 Cubic Yards (522.6 tons) of brush was collected.

**QUESTION 8:** Which Contractor held the previous or holds the current contract for the services requested in this solicitation?

**ANSWER 8:** Phillips and Jordan

**QUESTION 9:** Does the County currently have a disaster debris monitoring firm under contract, and if so, with which company(s)?

**ANSWER 9:** Yes. TetraTech.

**QUESTION 10:** Does the County own any self-loading grapple trucks, and if so, how many?



## OFFICE OF COUNTY MAYOR GLENN JACOBS

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- ANSWER 10:** Yes. The County owns two (2) forty (40) cubic yd capacity knuckle boom trucks.
- QUESTION 11:** Page 11 of the RFP requests that Proposers provide a statement as to whether or not they will allow cooperative Procurement. Does the County have Memorandums of Understanding (MOU) or Mutual Aid agreements in place with other incorporated municipalities within the County that would allow the use of this contract to be utilized by those entities to perform disaster debris management services, and if so, which ones?
- ANSWER 11:** No. State of Tennessee law allows any government entity in the State to utilize another entity's contracts.
- QUESTION 12:** Does the County intend to allow all or some of the incorporated municipalities within the county to utilize this contract, and if so, which ones?
- ANSWER 12:** See Answer 11.
- QUESTION 13:** Will this contract be used to perform services on any state roads within the County in lieu of the TDOT performing those services
- ANSWER 13:** Knox County does not typically perform work on state roads due to jurisdictional issues but may do so under TN Code § 58-8-113 (2021) if requested by TDOT.
- QUESTION 14:** If the answer to the previous question is yes, does the County have a pre-existing Memorandum of Understanding (MOU) or Mutual Aid agreement with the TDOT that authorizes the County to perform debris removal services on state roads?
- ANSWER 14:** No, but TN Code § 58-8-113 (2021) allows mutual aid upon request by TDOT.
- QUESTION 15:** Regarding the evaluation of the Pricing, does the County intend on adding up all unit price line items to get a total figure to compare against other proposers?
- ANSWER 15:** The County intends to develop a scenario based on a likely debris-generating event such as a flood and/or tornado to evaluate the cost to compare contractor pricing.
- QUESTION 16:** Will quantities be assigned? If so, what will they be?
- ANSWER 16:** To be determined.
- QUESTION 17:** Section V, Proposal Information states that Respondents must submit "Fees and Expenses" in an envelope and digital file separate from their RFP responses; however, the required response format listed within Section V includes "Costs" as Part VIII of the RFP response. Can the County clarify how it would prefer Respondents present their cost submittals?
- ANSWER 17:** Please submit the Fees and Expenses in a separate folder and in one complete file on a flash drive. Do not include the Fees and Expense under Part VIII.
- QUESTION 18:** Part VII of the response format listed in Section V requires that Respondents provide an overview of their electronic monitoring system. Electronic monitoring is typically performed by a monitoring firm contracted separately from the debris contractor. Would the County remove or further clarify this requirement?
- ANSWER 18:** Proposers may describe their experience utilizing or complying with electronic monitoring systems while providing removal service.
- QUESTION 19:** Tipping Fee is customarily billed as a cost through expense with no mark up- approved by FEMA. As it is difficult to anticipate volume and location, and therefore, where final disposal will be. As prices vary across different landfills, this allows the County to get an actual cost. We request the County to treat as a Pass Through.



## OFFICE OF COUNTY MAYOR GLENN JACOBS

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

**ANSWER 19:** The County agrees to a pass-through fee with no markup. The contractor may be required to use the existing contractually negotiated disposal locations to take advantage of a existing tip fee under existing contract pricing.

**QUESTION 20:** Is tree debris from leaners and hangers to be placed on the nearest and safest place on the ROW to be picked up as regular vegetative debris?

**ANSWER 20:** This will depend on the specific nature of the debris-generating event. In some cases, placing debris on the ROW for later pickup may be the most efficient approach. In other cases, crews may be required to haul away debris from leaners and hangers directly.

**QUESTION 21:** The cost of removing waterway debris varies greatly between the removal using land based equipment or Marine based equipment. Will the County accept it to be priced as either Land Based Equipment or Marine Based Equipment?

**ANSWER 21:** Yes.

**QUESTION 22:** Canal And Shoreline Restoration is requested to be priced by "Unit". Please define the unit of measure for this item.

**ANSWER 22:** Proposers should define and propose the unit(s) they consider necessary to perform the service effectively.

**QUESTION 23:** Demolition is referenced in the RFP but not on the price sheet. Does the County plan on adding line items for demolition?

**ANSWER 23:** The price sheet is an example. Proposers should include pricing they consider necessary to perform the service effectively.

**QUESTION 24:** Will the County please confirm that two separate binders are required -one with the original proposal and one with a copy?

**ANSWER 24:** Yes. Two separate binders are required.

**QUESTION 25:** Section 3.6 states that "All proposals must be submitted in one envelope" – is this pertaining to the entire shipment itself? Two binders, an electronic copy, and separate price proposals would be difficult to fit into one envelope.

**ANSWER 25:** This is pertaining to the entire shipment itself.

**QUESTION 26:** Page 11 states "Please submit one (1) marked original and one (1) exact copy of both your response to this RFP as well as a separate envelope for Fees and Expenses". Will the County please clarify how many copies of the Fees and Expenses they would like included? Also, if more than one is required should they be in separate envelopes?

**ANSWER 26:** One copy of the Fees and Expenses will be sufficient.

**QUESTION 27:** Section 1.8 states "Knox County requests this electronic copy version be in one (1) complete file" while page 11 reads "Respondents must also include a separate single file for the Fees and Expenses on the flash drive." Will the County please confirm that there should be two files on the flash drive?

**ANSWER 27:** Please provide one complete file of your response along with a separate file for the Fees and Expenses on the flash drive.

**QUESTION 28:** Does the County have a third party debris monitoring firm?

**ANSWER 28:** Yes. See Answer 9.

**QUESTION 29:** Are there any pre-identified DMS locations? If so, can you please provide the locations?



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**ANSWER 29:** See the attached Disaster Debris Management Plan (DDMP) with the sites listed.

**QUESTION 30:** Can you please provide the bid tabulations and price evaluations from the previous bidding cycle?

**ANSWER 30:** See attached.

**QUESTION 31:** Will the landfill/tipping fees be treated as a pass-through expense?

**ANSWER 31:** Yes.

**QUESTION 32:** In the Debris Removal Cost Worksheet, for each hauling category there is a line item for "Single Cost from ROW to DMS -Any Distance" in addition to the mileage band line items. Can you please clarify in what cases these line items would be used?

**ANSWER 32:** The cost sheet is an example intended to support comprehensive cost proposals. Proposers are free to submit their own pricing schedules as they see appropriate.

**QUESTION 33:** Can you please clarify if the unit of measure for Specialty Waste – Electronic Waste will be per pound or per unit?

**ANSWER 33:** Proposers should propose the unit of measure they prefer.

**QUESTION 34:** Would the County consider changing the unit of measure on Specialty Removal – Vessel Removal from Land and Vessel Removal on Water to per linear foot instead of per unit?

**ANSWER 34:** Proposers are encouraged to suggest alternative units of measure, such as per linear foot, if they believe it is more appropriate for the service.

**QUESTION 35:** Can you please clarify what the unit of measure is for Specialty Removal – Snow Removal – Facilities and Specialty Removal, Snow Removal - ROW are?

**ANSWER 35:** Proposers should define and propose the unit of measure they believe is most appropriate for these services.

**QUESTION 36:** Can you please clarify the unit of measure for Restoration – Canal or Shoreline Restoration?

**ANSWER 36:** Proposers should define and propose the unit of measure they believe is most appropriate for Canal or Shoreline Restoration.

**QUESTION 37:** Is it acceptable to provide more than three references for past performance?

**ANSWER 37:** Yes. However, scoring for references will only be based on three references.

**End of addendum.**

**Jay Garrison, CPPO, CPPB**  
Procurement Coordinator

Debris Removal Cost Worksheet

Proposer Phillips & Jordan, Inc.

Category	Description	Unit	Proposed Cost
Vegetative Collect, Remove, & Haul	0-15 Miles from ROW to DMS	Cubic Yard	\$8.45
Vegetative Collect, Remove, & Haul	16-30 Miles from ROW to DMS	Cubic Yard	\$8.95
Vegetative Collect, Remove, & Haul	31-60 Miles from ROW to DMS	Cubic Yard	\$9.45
Vegetative Collect, Remove, & Haul	60+ Miles from ROW to DMS	Cubic Yard	\$10.25
Vegetative Collect, Remove, & Haul	Single Cost from ROW to DMS -Any Distance	Cubic Yard	\$9.50
Management and Reduction	Grinding and Chipping Vegetative Debris	Cubic Yard	\$1.95
Management and Reduction	Air Curtain Burning of Vegetative Debris (if applicable/allowed)	Cubic Yard	\$2.00
Management and Reduction	Open Burning of Vegetative Debris (if applicable/allowed)	Cubic Yard	\$1.75
Management and Reduction	Compacting Vegetative Debris	Cubic Yard	\$1.00
Management and Reduction	Preparation, Management, and segregating materials from recovery at DMS	Cubic Yard	\$2.00
C&D Collect, Remove, & Haul	0-15 Miles from ROW to DMS	Cubic Yard	\$8.95
C&D Collect, Remove, & Haul	16-30 Miles from ROW to DMS	Cubic Yard	\$9.50
C&D Collect, Remove, & Haul	31-60 Miles from ROW to DMS	Cubic Yard	\$9.90
C&D Collect, Remove, & Haul	60+ Miles from ROW to DMS	Cubic Yard	\$10.25
C&D Collect, Remove, & Haul	Single Cost from ROW to DMS -Any Distance	Cubic Yard	\$9.90
Final Disposal	0-15 Miles from DMS to Final Disposal	Cubic Yard	\$5.50
Final Disposal	16-30 Miles from DMS to Final Disposal	Cubic Yard	\$6.00
Final Disposal	31-60 Miles from DMS to Final Disposal	Cubic Yard	\$6.50
Final Disposal	60+ Miles from DMS to Final Disposal	Cubic Yard	\$7.50
Final Disposal	Single Cost from DMS to Final Disposal -Any Distance	Cubic Yard	\$7.50
Final Disposal	Tipping Fee (vegetative) <small>P&amp;J will negotiate rate for disposal with a licensed facility and will invoice the County that exact amount.</small>	Cubic Yard	Pass Through Cost
Final Disposal	Tipping Fee (Mix) <small>P&amp;J will negotiate rate for disposal with a licensed facility and will invoice the County that exact amount.</small>	Cubic Yard	Pass Through Cost
Final Disposal	Tipping Fee (C&D) <small>P&amp;J will negotiate rate for disposal with a licensed facility and will invoice the County that exact amount.</small>	Cubic Yard	Pass Through Cost

## Debris Removal Cost Worksheet

Proposer Phillips & Jordan, Inc.

Category	Description	Unit	Proposed Cost
Tree Operations	Hazardous Trees 6"- 12" trunk diameter	Tree	\$50.00
Tree Operations	Hazardous Trees 13"- 24" trunk diameter	Tree	\$95.00
Tree Operations	Hazardous Trees 25"- 36" trunk diameter	Tree	\$185.00
Tree Operations	Hazardous Trees 37"- 48" trunk diameter	Tree	\$275.00
Tree Operations	Hazardous Trees 49"+ trunk diameter	Tree	\$395.00
Tree Operations	Trees with Hazardous Limbs Hanging Removal >2"	Tree	\$110.00
Tree Operations	Hazardous Stump Removal >24" up to 36"	Stump	\$225.00
Tree Operations	Hazardous Stump Removal >37" up to 48"	Stump	\$375.00
Tree Operations	Hazardous Stump Removal 49"+	Stump	\$595.00
Tree Operations	Stump Fill Dirt for Filling Stump Holes	Cubic Yard	\$30.00
Specialty Removal	Debris Removal from Waterways (canals, rivers, creeks, streams, & ditches)	Cubic Yard	\$42.00
Specialty Removal	Soil & Sand Collection and Screening (pick up, screen, return debris laden sand/mud/dirt/rock)	Cubic Yard	\$15.00
Specialty Removal	Vehicle Removal (if applicable/allowed)	Unit (EA)	\$200.00
Specialty Removal	Vessel Removal from Land (if applicable/allowed)	Unit (LF)	\$10.00
Specialty Removal	Vessel Removal on Water (if applicable/allowed)	Unit (LF)	\$20.00
Specialty Removal	Carcass Removal (animal remains that would decompose, fleshy matter)	pound	\$2.00
Specialty Removal	White Goods in ROW	Unit (EA)	\$60.00
Specialty Removal	Freon Management and Recycling	Unit (EA)	\$20.00
Specialty Removal	Demolition of Private Structure (w/load-haul from site)	(non RACM) Cubic Yard	\$18.00
Specialty Removal	Electronic Waste (TVs, computers, monitors, CRTs, laptops, household entertainment systems)	Pound/Unit	\$25.00 per unit
Specialty Removal	Silt Removal	Unit (CY)	\$9.00
Specialty Removal	Putrescent Removal (debris that will decompose or rot similar to animals and organic flesh matter)	Pound	\$5.00
Specialty Removal	Bio-waste (waste capable of causing infection to humans like animal waste, blood, pathological wastes)	Pound	\$10.00
Specialty Removal	HHW Removal and Disposal	Pound	\$7.00
Specialty Removal	Snow Removal (Facilities) <span style="float: right;">Wheel Loader</span>	Unit (HR)	\$220.00
Specialty Removal	Snow Removal ROW <span style="float: right;">Truck w/Plow</span>	Unit (HR)	\$140.00

**Debris Removal Cost Worksheet**

**Proposer** Phillips & Jordan, Inc.

<b>Category</b>	<b>Description</b>	<b>Unit</b>	<b>Proposed Cost</b>
Restoration	Beach/Lake/Berm Restoration	Cubic Yard	\$20.00
Restoration	Canal or Shoreline Restoration	Unit (LF)	\$5.00
Other	Eligible Small Motorized Equipment (SME) Removal/Disposal	Per Unit	\$50.00
Other	Road Clearance Crew (2 chainsaw operators, 4 laborers and 2 Flagger/laborers, 1 Supervisor)	HR	\$330.00
Other	Traffic Control/Safety Personnel (2-man crew, as needed)	HR	\$90.00
Other	Superintendent with Cell/Truck	HR	\$98.00
Other	Foreman with Cell/Truck	HR	\$89.00
Other	Health/Safety or QC Manager with Pickup Truck	HR	\$95.00
Other	Climber with Gear	HR	\$68.00
Other	Labor/Operator with Chainsaw/Tools/Cellphone	HR	\$54.00
Other	Bucket Truck - up to 50' reach	HR	\$150.00

**Cost of Performance and Payment Bond if required by Knox County: \$5.00 per thousand**

**Acronyms**

ROW = Right of Way

DMS = Debris Management Site

HHW = Household Hazardous Waste

*NOTE: P&J will charge a 15% mark-up on any materials not listed on this price proposal that are acquired in connection with performance of any project under this contract.*

## **SECTION 4 DEBRIS MANAGEMENT SITE ANALYSIS**

Using the criteria described above as well as data gathered during site surveys, the following locations are recommended as initial DMS locations.

### **A. Tier 1 Debris Management Sites**

The Tier 1 DMS locations are best suited for activation for debris management operations following a disaster. Based on the guidance described in Federal Emergency Management Agency (FEMA) Publication 325 – Debris Management Guide, Tier 1 sites exhibit traits that allow these areas to easily become operational while minimizing negative impacts to the environment and community.

#### **1) Ball Camp Soccer Complex**

The Ball Camp Soccer Complex is located at 1831 Hitching Post Drive in Knoxville. The property is owned by the County and is currently used as a park and soccer fields.

The area being considered as a DMS consists of approximately 15 acres of land and consists of the soccer fields that lie along Hitching Post Drive. The land is flat and there are currently no plans for additional development for the property. There are no environmental or historical concerns regarding the property.

The property has good drainage and lies outside the flood plain. Water, sewer, and electricity is available on site. Ingress and egress can be accessed the park road that serves as the continuation of Whitmont Road that runs behind the soccer field portion of the park. There is a fence surrounding the property and a gate to control access. There is one light on the parking lot on the north side of the park and one light on the field. There are no camera or onsite security at the park.

Given its available space for DMS operations, the park could be used for construction and demolition (C&D) and vegetative debris. White goods might also be staged at the park until refrigerant can be removed and the units recycled, although consideration would have to be given to the potential odors from the white goods such as refrigerators and freezers. Grinding would be the preferred method to reduce the vegetative debris given the homes located relatively close to the park. Compaction could be used to reduce the construction and demolition debris.

The property would require minimal preparation for its utilization as a DMS. Soccer goals would need to be removed, in addition, care will need to be taken to keep park-goers from entering DMS operation areas. See the site evaluation worksheet, DMS layout diagram, and photos starting on page 10.

#### **2) Northwest Sports Complex**

The Northwest Sports Complex is located at 8050 Oak Ridge Highway in Knoxville. The park is owned and maintained by the County. The area of the park being considered as a DMS consists



of approximately 15 acres and is located south of the Oak Ridge Highway. That part of the park is primarily used as rugby fields.

The DMS area of the park is relatively flat and there is good drainage. A creek borders the park to the east and south. The areas of the park that are in the immediate vicinity of the creek are in the flood plain. The areas of the park identified for DMS operations are not in the flood plain and the park would still be accessible. One part of the park is raised above the rest of the park, but there is an earthen ramp that leads from the lower portion of the fields to the raised portion to facilitate access. A fence surrounds fields and a gate can be closed to limit access to the park.

Water, sewer, and electricity is available, and ingress and egress can be accessed via Oak Ridge Highway. There is no lighting or security at the property.

Given its available space for DMS operations, the park could be used for construction and demolition (C&D) and vegetative debris. White goods staging would not be advised at the site due to the potential odors from the white goods such as refrigerators and freezers and the location of other park facilities and a community center potentially downwind of the DMS operations. Grinding would be the preferred method to reduce vegetative debris. Compaction would be the preferred method of construction and demolition reduction.

The property would require minimal preparation for its utilization as a DMS. Care would be needed to restore the site following its use as a DMS so it is safe for park goers. There are electrical wires that run along the east side of the park. Caution would need to be taken for the trucks to avoid contact with the power lines. See the site evaluation worksheet, DMS layout diagram, and photos starting on page 13.

## **B. Tier 2 Debris Management Sites**

Based on the property investigations, Tier 2 sites lack some traits of Tier 1 sites or exhibit problems that would make them less attractive to use as DMS following a debris-generating incident. A Tier 2 site should only be considered if Tier 1 sites are unavailable following an incident.

### **1) Concord Park East**

Concord Park East is located at 10901 South Northshore Drive in Knoxville. The property is owned and maintained by the County. The area being considered as a DMS is used as a par 3 golf course and lies to the north of South Northshore Drive.

The property is hilly, and Lake Loudoun Lake lies directly south, but there are large areas that are relatively flat. The site has good drainage and is not located in a flood plain. However, some care might need to be taken to prevent runoff from debris operations into the lake. There are no historical issues associated with the property.

There are some residences adjacent to the property to the east separated by a line of trees. This may have some effect on the operating hours and days of a DMS operation on the property. There is access to water, sewer, or electricity from the site and there is a light on the parking lot only. There are no other lights on the park area.

Because of its proximity to the lake, it is suggested the park be used only for vegetative debris. Grinding would be the preferred method of reducing vegetative debris given the residences and trees around the property.

The property would require minimal preparation for its utilization as a DMS. Removal of some fencing to allow truck entry and exit may be needed. Efforts might need to be taken to prevent runoff from entering the lake. See the site evaluation worksheet, DMS layout diagram, and photos starting on page 16.

## **2) Rutledge Pike - Tennessee Truck and Equipment Company**

The Rutledge Pike site is located at 7017 Rutledge Pike. The property is owned and maintained by the Tennessee Truck and Equipment Company. The part of the property being considered for DMS operations consists of approximately 7.5 acres.

The current use of the property is the sale of topsoil, stone, and it is also advertised as a temporary dump site. The company representative has expressed a willingness to use the property as a DMS with the stipulation that some compensation for use of the site by the County would be anticipated. Exact amounts of compensation have not been discussed; however an agreement would need to be developed for use of the site as a DMS by the County prior to its use as a DMS.

The area being considered as a DMS is on a raised area of the property. A road leads up to the DMS area. At the entrance to the facility is a trailer/office with a truck scale. The DMS area is flat and has a gravel surface. The property is in a rural area. There are just a few homes in the vicinity the closest being approximately 60 yards from the property where trucking operations are conducted year-round.

A gate provides access to the property from Rutledge Pike. There is access to water, sewer, and electricity from the trailer/office. There is no lighting or security on site.

Given its available space for DMS operations, the property could be used for construction and demolition (C&D), vegetative debris, and white goods staging. Grinding would be the preferred method for reducing vegetative debris based upon the trees in the vicinity of the DMS.

The property would require minimal preparation for its utilization as a DMS, although an agreement will need to be reached between the property owner and the County on rates and approved uses for the property. See the site evaluation worksheet, DMS layout diagram, and photos starting on page 19.

## **3) Karns Convenience Center**

The Karns Convenience Center site is located at 6930 Karns Crossing Lane in Knoxville. The property is owned and maintained by the County. The part of the property being considered for DMS operations consists of approximately 2.4 acres.

The property currently serves as a residential self-serve recycling/disposal (convenience) center. There is not sufficient space to conduct extensive DMS operations, but the site may be used as a DMS in the event a relatively small event occurs with little debris, or additional space is needed for debris storage and reduction activities over and above those DMS previously identified. As

the currently serves as a self-drop off for residents, it may also serve as an RDO following a disaster.

A gate provides access to the property from Karns Crossing Lane. The convenience center is flat, and asphalt paved. There is access to electricity, water, and sewer from the site. It has good drainage, and the property is secured with a fence and there are security cameras. It is mainly businesses in the immediate area around the convenience center.

Given its limited space for DMS operations, the property could be used for construction and demolition or vegetative debris, and white goods staging. A grinder could be used to reduce vegetative debris.

The property would require minimal preparation for its utilization as a DMS. The compactors and containers currently in place would need to be moved to make room for DMS operations. See the site evaluation worksheet, DMS layout diagram, and photos starting on page 22.