



**REQUEST FOR PROPOSALS**

**RFP - FEMA COMPLIANT DEBRIS MONITORING  
SERVICES - HURRICANE HELENE**

**DUE: March 3, 2025 @ 11:00 AM**

**LOCATION: 13903 CR Koon Highway**

**Newberry, South Carolina 29108**

**Electronic Submissions Will Be Accepted for This Proposal**

**REQUEST FOR PROPOSALS (RFP)  
NEWBERRY COUNTY WATER AND SEWER AUTHORITY  
DEBRIS MONITORING SERVICES (FEMA COMPLIANT)**

**I. INTRODUCTION**

Newberry County Water and Sewer Authority (NCWSA) is seeking proposals from qualified firms to provide debris monitoring services in the aftermath of Hurricane Helene. The objective of this project is to ensure FEMA-compliant monitoring of debris removal operations, documentation, and reporting in accordance with federal, state, and local regulations.

**II. SCOPE OF WORK**

The selected contractor shall be responsible for the following tasks:

**1. Debris Monitoring and Documentation**

- Provide trained field monitors to oversee debris removal and ensure compliance with FEMA Public Assistance Program guidelines.
- Maintain accurate documentation of debris quantities, types, and locations.
- Validate contractor load tickets and debris disposal records.

**2. Compliance and Quality Control**

- Ensure all debris removal activities comply with FEMA, state, and local regulations.
- Conduct quality control reviews and prevent duplication of work.
- Verify contractor adherence to environmental and safety regulations.

**3. Data Collection & Reporting**

- Utilize an electronic debris tracking system to document all debris removal operations.
- Generate daily, weekly, and final reports detailing debris removal progress.
- Provide GPS coordinates for debris collection and disposal sites.

**4. Personnel & Training**

- Deploy experienced debris monitors and supervisors as required.
- Provide necessary training to field staff to ensure accurate monitoring and reporting.
- Equip monitors with proper safety gear and technology for efficient operations.

### **III. CONTRACTOR QUALIFICATIONS**

Interested firms must demonstrate the following:

- Experience in FEMA-compliant debris monitoring and documentation.
- Knowledge of FEMA Public Assistance Program guidelines and reimbursement processes.
- Ability to provide trained personnel and resources within fifteen (15) business days of contract award.
- At least three (3) references from similar projects completed within the last five years.

### **IV. PROPOSAL REQUIREMENTS**

Respondents must submit a complete proposal including:

#### **1. Company Profile**

- Legal name, address, and contact details.
- Proof of licensing, insurance, and bonding capacity.

#### **2. Technical Approach**

- Description of the proposed debris monitoring methodology.
- Equipment and personnel available for deployment.

#### **3. Experience & References**

- Summary of relevant projects and references.

#### **4. Cost Proposal**

- Detailed pricing structure, including hourly rates for monitors and supervisors.
- Any additional costs associated with reporting and compliance services.

#### **5. Compliance Assurance**

- Statement of compliance with all applicable FEMA, state, and local regulations.
- Description of measures to ensure accurate documentation for FEMA reimbursement.

## **V. PROPOSAL SUBMISSION**

Proposals must be submitted no later than **March 3rd 2025** at **11:00 am** to:

Newberry County Water and Sewer Authority  
13903 CR Koon Highway  
Newberry, South Carolina 29108  
Email: [danielq@newberrycountywsa.com](mailto:danielq@newberrycountywsa.com)  
Subject: RFP Submission – Debris Monitoring Services

## **VI. EVALUATION CRITERIA**

Proposals will be evaluated based on the following criteria:

- Technical approach and methodology (30%)
- Experience and references (25%)
- Cost proposal and pricing competitiveness (25%)
- Ability to meet project timeline and mobilization readiness (20%)

## **VII. GENERAL TERMS & CONDITIONS**

- NCWSA reserves the right to accept or reject any or all proposals.
- The selected contractor must enter into a formal agreement with NCWSA.
- Work must commence within fifteen (15) business days of contract award.
- Any amendments or clarifications will be communicated via an official addendum.

## **VIII. CONTACT INFORMATION**

For inquiries regarding this RFP, please contact:

Daniel Quattlebaum  
Manager  
Newberry County Water and Sewer Authority  
(803) 276-7020 Ext: 115  
[danielq@newberrycountywsa.com](mailto:danielq@newberrycountywsa.com)

**NEWBERRY COUNTY WATER AND SEWER AUTHORITY BID SUBMISSION FORM  
DEBRIS MONITORING SERVICES (FEMA COMPLIANT)**

**Company Information:**

- Legal Name of Firm: \_\_\_\_\_
- Address: \_\_\_\_\_
- City, State, Zip Code: \_\_\_\_\_
- Contact Person: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_

**Bid Proposal:**

The undersigned agrees to provide FEMA-compliant debris monitoring services in accordance with the Request for Proposals (RFP) for the following designated right-of-way locations:

<b>Position</b>	<b>Hourly Rate (All-Inclusive)</b>
Field Monitor	\$ _____
Supervisor	\$ _____
Data Manager	\$ _____
Project Manager	\$ _____
Compliance Specialist	\$ _____

**All hourly rates must be fully inclusive of all expenses, including but not limited to:**

- Labor
- Equipment
- Travel
- Per diem
- Reporting costs
- Administrative expenses

**Total Estimated Cost (Not to Exceed):** \$ \_\_\_\_\_

**Qualifications and Experience:**

- Years in Business: \_\_\_\_\_
- Previous experience with FEMA-compliant debris monitoring: [ ] Yes [ ] No
- List of at least three (3) references for similar work:

**1. Project:** \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Total Project Amount: \_\_\_\_\_

**2. Project:** \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Total Project Amount: \_\_\_\_\_

**3. Project:** \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Total Project Amount: \_\_\_\_\_

**Certifications and Compliance:**

- Does your company comply with FEMA Public Assistance Program guidelines?  Yes  No
- Is your company licensed and insured to perform debris monitoring in South Carolina?  Yes  No
- Do you agree to comply with all federal, state, and local regulations related to debris monitoring?  Yes  No

**Signature & Acknowledgment:** I, the undersigned, acknowledge that I have read and understand the Request for Proposals (RFP) and agree to all terms and conditions outlined therein. I certify that all information provided in this bid submission is accurate and complete.

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**SUBMISSION INSTRUCTIONS:** Completed bid forms must be submitted by **March 3rd 2025** at **11:00 am** to:

Newberry County Water and Sewer Authority  
13903 CR Koon Highway  
Newberry, South Carolina 29108  
Email: [danielq@newberrycountywsa.com](mailto:danielq@newberrycountywsa.com)  
Subject: Bid Submission – Debris Monitoring Services (FEMA Compliant)

## HOLD HARMLESS AGREEMENT

This **Hold Harmless Agreement** (the “Agreement”) is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, **20**\_\_\_\_\_, by and between:

**Newberry County Water and Sewer Authority** (“NCWSA”), with a principal place of business at: 13903 CR Koon Highway, Newberry, South Carolina 29108, hereinafter referred to as the “Indemnified Party”

AND

\_\_\_\_\_, (Contractor) with a principal place of business at:

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

\_\_\_\_\_

\_\_\_\_\_

hereinafter referred to as the “Indemnifying Party.”

### 1. Purpose

The purpose of this Agreement is to protect NCWSA from any claims, damages, losses, and expenses arising from the performance of debris monitoring services by the Indemnifying Party under the contract for **Debris Monitoring Services (FEMA Compliant)**.

### 2. Indemnification

The Indemnifying Party agrees to defend, indemnify, and hold harmless the Indemnified Party, its elected and appointed officials, employees, agents, and representatives from and against any and all claims, demands, suits, liabilities, damages, costs, and expenses, including but not limited to attorney’s fees and court costs, that arise out of or are in any way related to:

1. Injury, death, or property damage caused by the acts, omissions, negligence, or willful misconduct of the Indemnifying Party, its employees, agents, subcontractors, or any third parties engaged by the Indemnifying Party.
2. Any violation of applicable federal, state, or local laws, ordinances, rules, or regulations by the Indemnifying Party.
3. Any failure of the Indemnifying Party to properly perform its obligations under the contract for debris monitoring services.



### **3. Insurance Requirements**

The Indemnifying Party shall maintain and provide proof of the following insurance coverages for the duration of the contract:

- **Commercial General Liability Insurance** – Minimum coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- **Automobile Liability Insurance** – Minimum coverage of \$1,000,000 combined single limit for all owned, non-owned, and hired vehicles.
- **Workers' Compensation Insurance** – Coverage as required by applicable state law, including Employer's Liability insurance.
- **Professional Liability Insurance** – Minimum coverage of \$1,000,000 per claim.
- **Umbrella/Excess Liability Insurance** – Minimum coverage of \$2,000,000 per occurrence.

### **4. Waiver of Subrogation**

The Indemnifying Party waives any right of subrogation against the Indemnified Party and shall ensure that its insurance policies contain a waiver of subrogation clause in favor of NCWSA.

### **5. Term and Termination**

This Agreement shall remain in full force and effect for the duration of the contract for debris monitoring services and shall survive the termination or completion of said contract.

### **6. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of South Carolina. Any legal action arising under this Agreement shall be brought in the appropriate courts of Newberry, South Carolina.

### **7. Severability**

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

## **8. Acknowledgment and Execution**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

### **INDEMNIFYING PARTY (Contractor)**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

### **NEWBERRY COUNTY WATER AND SEWER AUTHORITY**

By: \_\_\_\_\_

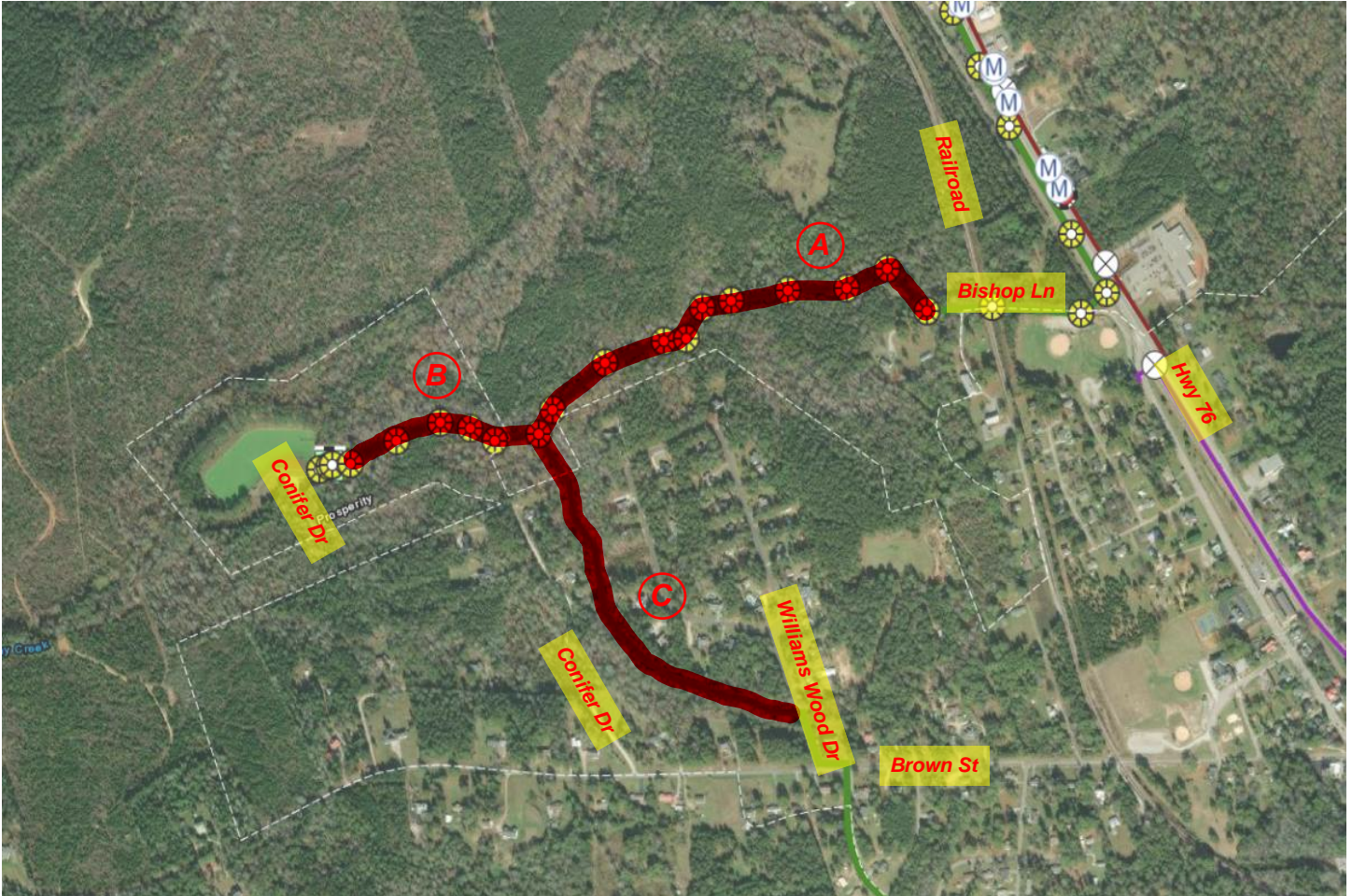
Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

# RIGHT-OF-WAY SUMMARY

## LOCATION: HWY 76 TO CONIFER DR & BROWN STREET



### HWY 76 TO CONIFER DR & BROWN STREET

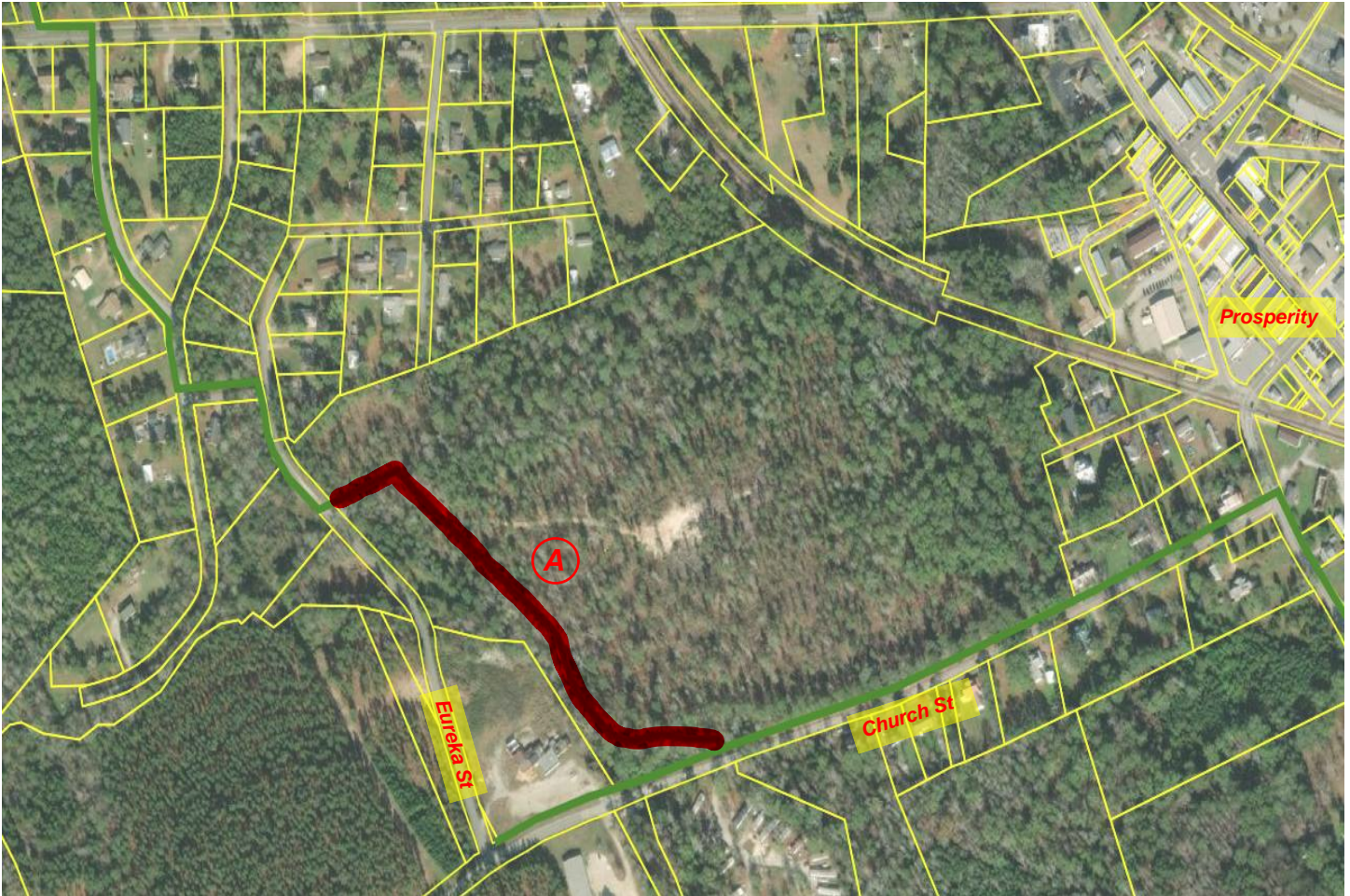
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Intersects Bishop Ln and Runs Thru Forestry Land	2,800	20	56,000		
B	ROW Intersects Conifer Dr and Runs Thru Forestry Land	1,300	20	26,000		
C	ROW Intersects Williams Wood Dr and Runs Thru Forestry Land	2,500	20	50,000		
<b>Total</b>		6,600		132,000		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: CHURCH STREET TO EUREKA STREET



**Church Street to Eureka Street**

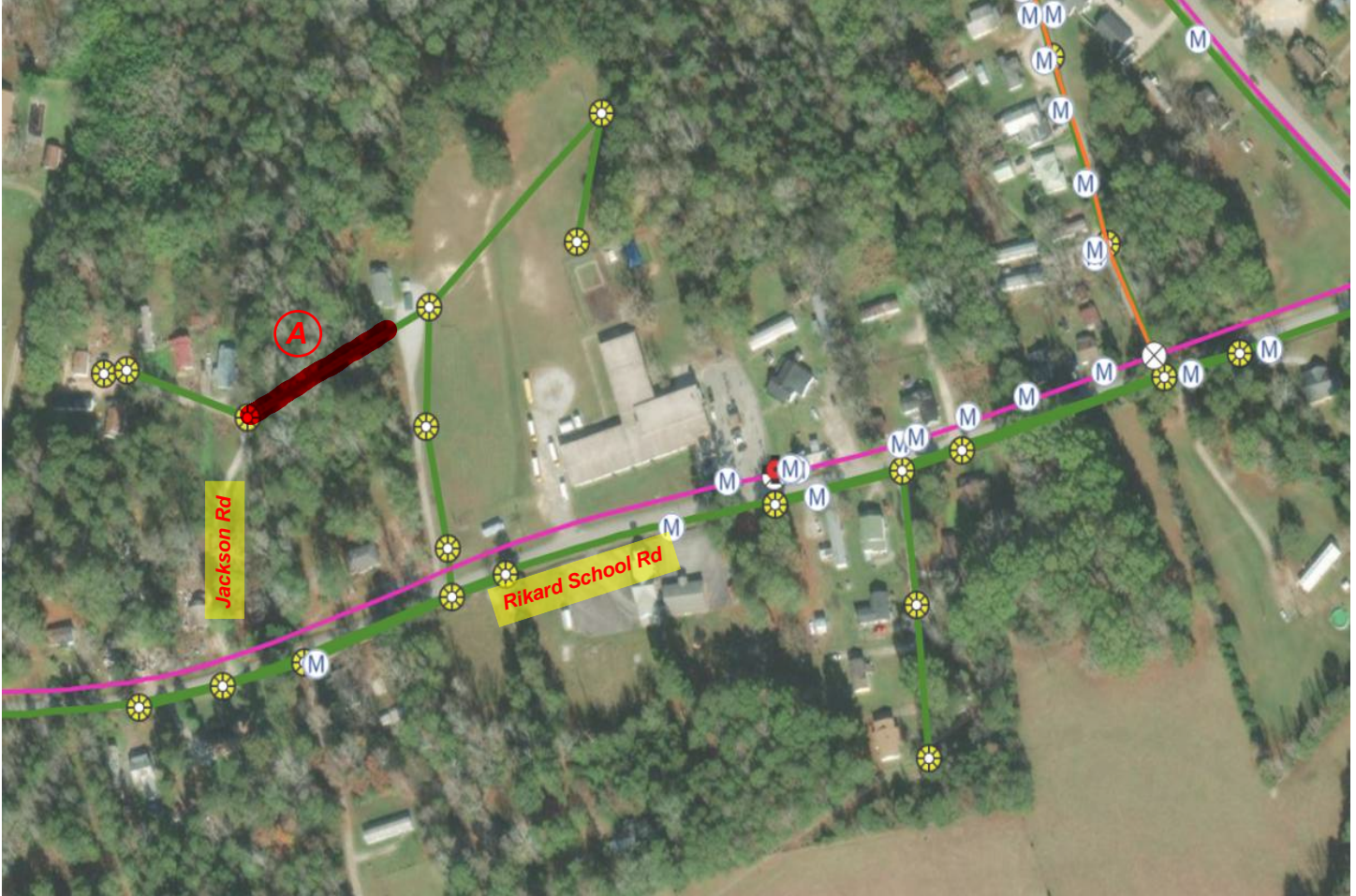
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Intersects Church St and Eureka St, Runs Thru Forestry Land	1,600	20	32,000		
<b>Total</b>		1,600				

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: RIKARD SCHOOL ROAD



### RIKARD SCHOOL ROAD

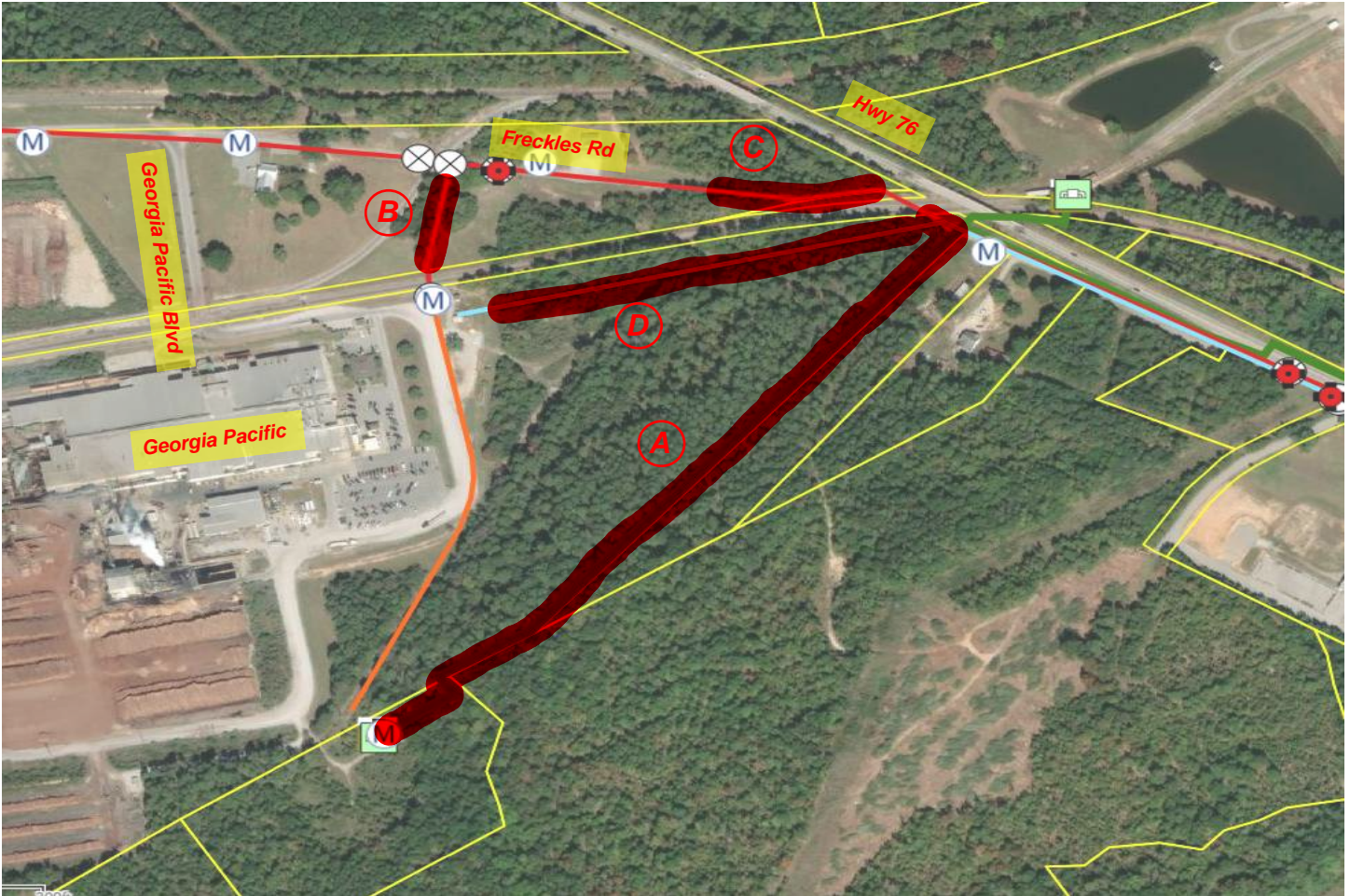
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs from Rear of Gleamns Rikard to Jackson Rd	250	20	5,000		
<b>Total</b>		250				

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: HWY 76 @ GEORGIA PACIFIC



### HWY 76 @ GEORGIA PACIFIC

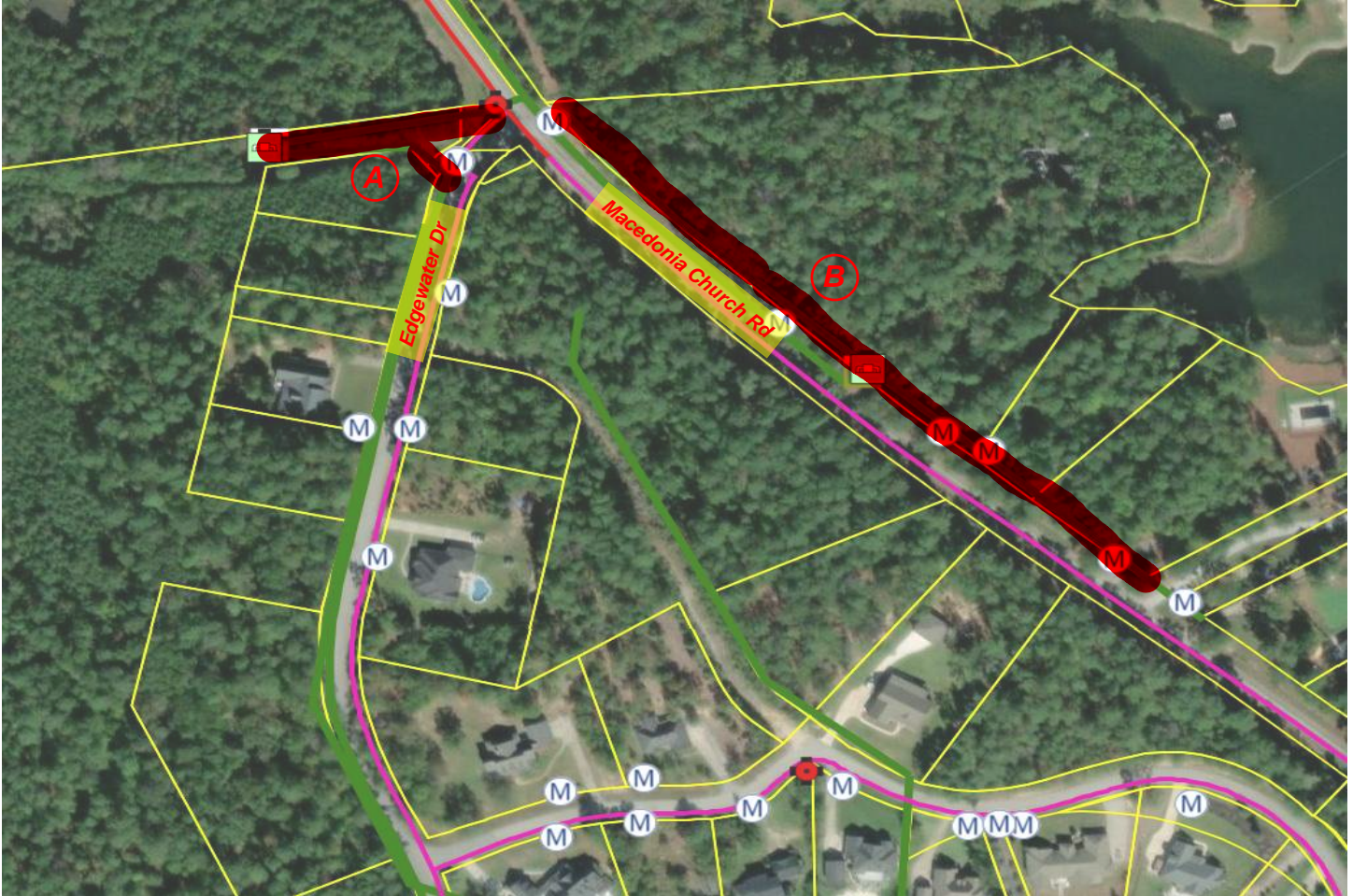
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW runs from IP Pump Station to Georgia Pacific Pump Station	2,400	20	48,000		
B	ROW runs from Freckles Rd to Railroad Crossing	320	20	6,400		
C	ROW runs from Freckles Rd to Railroad Crossing	350	20	7,000		
D	ROW Parallels Railroad from Georgia Pacific Plant to Freckles Rd	1,100	20	22,000		
<b>Total</b>		4,170		83,400		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

## RIGHT-OF-WAY SUMMARY

### LOCATION: MACEDONIA CHURCH RD & EDGEWATER DR



### MACEDONIA CHURCH RD & EDGEWATER DR

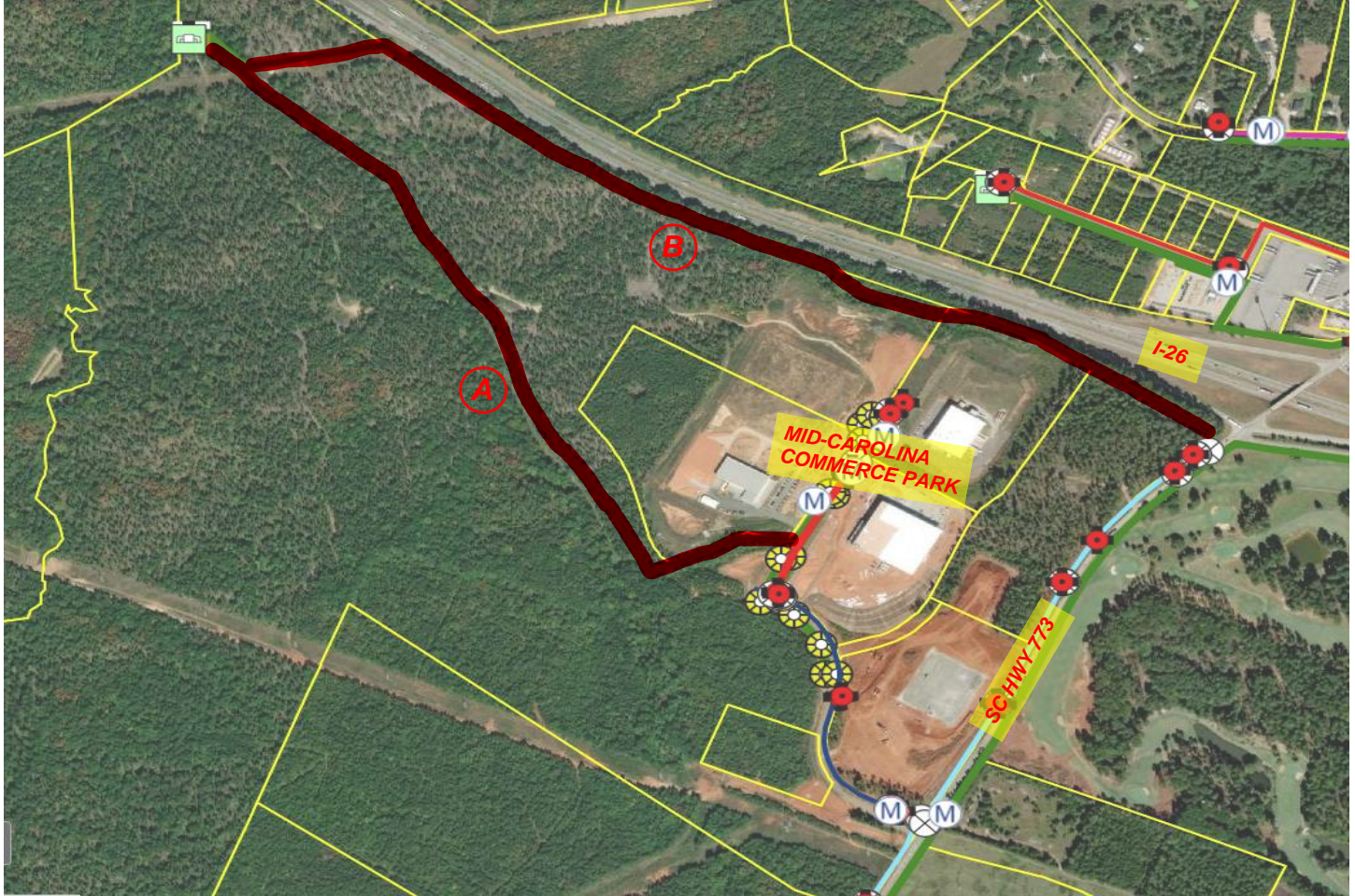
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs From Edgewater Dr & Macedonia Church Rd to Pump Station	300	20	6,000		
B	ROW Runs From Edgewater Dr Along Macedonia Ch Rd	1,000	20	20,000		
<b>Total</b>		1,300		26,000		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: MID-CAROLINA COMMERCE PARK



### MID-CAROLINA COMMERCE PARK

Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs From South End of MCCP to MCCP Pump Station	4,700	20	94,000		
B	ROW Runs From Hwy 773 to MCCP Pump Station	5,900	20	118,000		
<b>Total</b>		10,600		212,000		

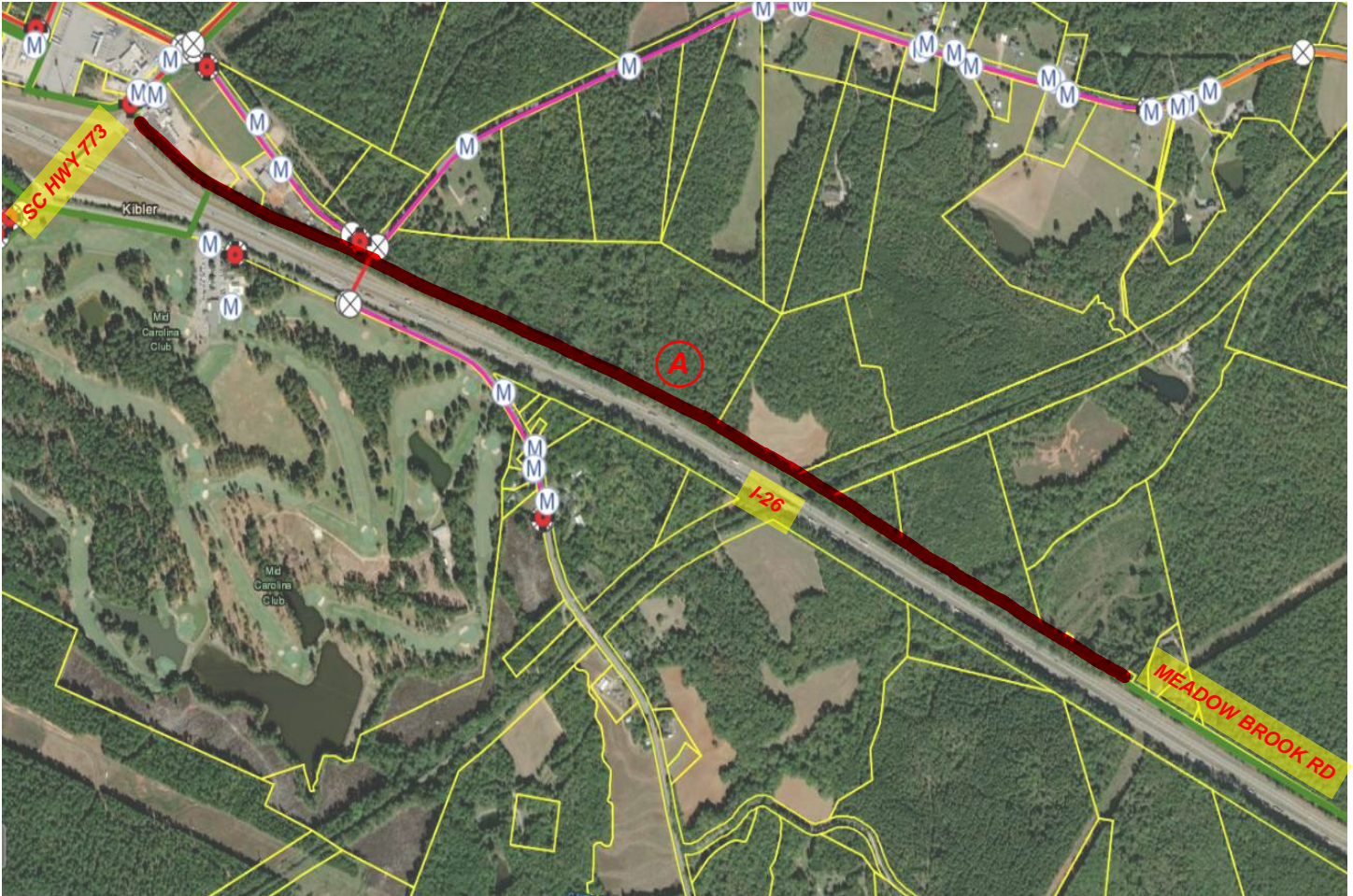
**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.



## RIGHT-OF-WAY SUMMARY

### LOCATION: MEADOW BROOK RD TO SC HWY 773 (I-26 WESTBOUND SIDE)



### MEADOW BROOK RD TO SC HWY 773 (I-26 WESTBOUND SIDE)

Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs From Meadow Brook Rd to SC HWY 773	7,600	20	152,000		
<b>Total</b>		7,600				

Notes:

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: SC HWY 219 INDUSTRIAL PARK



### SC HWY 219 INDUSTRIAL PARK

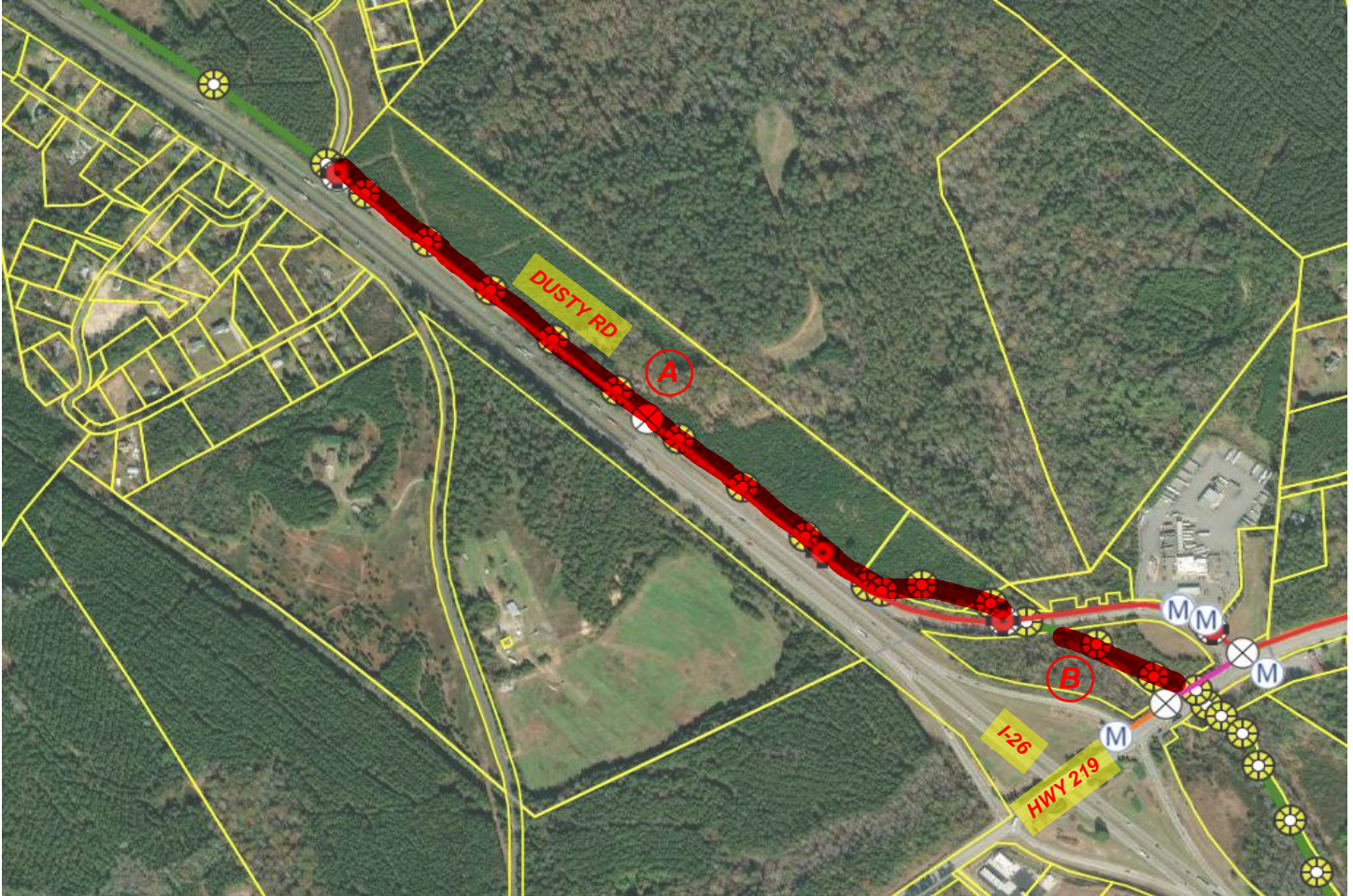
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs From I-26 to Pump Station Behind Samsung	2,400	20	48,000		
B	ROW Runs From Hwy 219 to Pump Station to I-26	2,900	20	58,000		
<b>Total</b>		5,300		106,000		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

## RIGHT-OF-WAY SUMMARY

**LOCATION: SC HWY 219 & DUSTY ROAD**



### SC HWY 219 & DUSTY ROAD

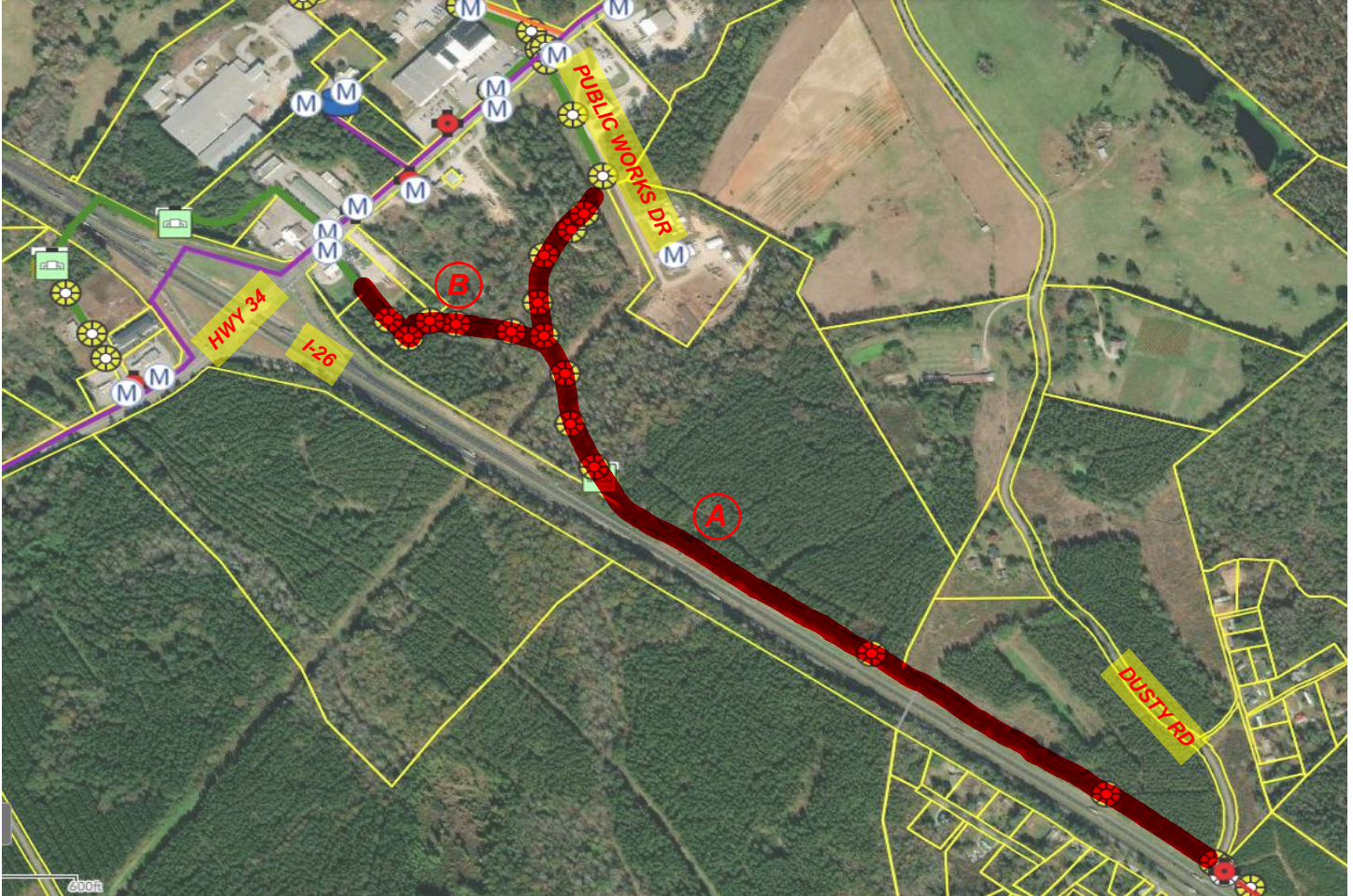
Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Located at the East End of Dusty Rd	4,100	20	82,000		
B	ROW Runs From Hwy 219 to Dusty Rd	700	20	14,000		
<b>Total</b>		4,800		96,000		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

# RIGHT-OF-WAY SUMMARY

## LOCATION: SC HWY 34 TO DUSTY ROAD



### SC HWY 34 TO DUSTY ROAD

Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs from Dusty Rd to Public Works Dr	5,800	20	116,000		
B	ROW Runs From Hwy 34 to ROW A	1,300	20	26,000		
<b>Total</b>		7,100		142,000		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.

## RIGHT-OF-WAY SUMMARY

### LOCATION: CANNONS CREEK WASTEWATER TREATMENT PLANT



### Cannons Creek Wastewater Treatment Plant

Run	Description	Length (ft)	Width (ft)	Area (sq ft)		
A	ROW Runs from Boinest Rd to NE corner of WWTP Property	950	10	9,500		
B	ROW Runs from Boinest Rd to NE corner of WWTP Property			190,000		
C	ROW Runs from SW corner of Property to Cannons Creek	550	20	11,000		
	<b>Total</b>	1,500		210,500		

**Notes:**

1. Measurements are approximate and actual measurements and field conditions may vary.