

## **ADVERTISEMENT FOR BIDS**

### **REQUEST FOR BIDS FOR RECYCLING SERVICES**

The County of Lemhi in the State of Idaho (“County”) is soliciting responses to this request for bids (RFB) for the recycling of various types of scrap from the Lemhi County Landfill. Proposals will be accepted at the Lemhi County Recorder’s Office until 11:00 AM, local time, Friday, October 12, 2018. The Bids will be opened in the Lemhi County Clerk/Recorder’s office on Friday, October 12, 2018, at 11:15 a.m. by the Lemhi County Board of Commissioners and a selection will be made on Monday, October 15, 2018, at 9:00 a.m.

The Bid Requirements will be available Monday, October 1, 2018, at the Lemhi County Clerk/Recorder’s Office at 206 Courthouse Drive, Salmon, Idaho, 208-756-2815, xt. 1665. Electronic copies of the Bid Requirements will be posted on the County Website: [www.lemhicountyidaho.org](http://www.lemhicountyidaho.org). Questions may be directed to Landfill Manager, Scott Duncan, at 208-756-6441 or to his email at [lemhicountylandfill@gmail.com](mailto:lemhicountylandfill@gmail.com).

Any party awarded the bid for providing the various recycling services requested shall comply with all fair labor practices and must meet the requirements of State statutes.

No Bid may be withdrawn after the scheduled time for the public opening of the bids specified above.

Lemhi County reserves the right to reject any or all Bids received, to waive informalities, to postpone the award of the contract for a period not to exceed sixty (60) days, and to accept the lowest responsive and responsible Bid which is in the best interest of Lemhi County.

## **Lemhi County Solid Waste and Recycling Request for Bids for Recycling Services**

### **1) Purpose of Request:**

The County of Lemhi in the State of Idaho ("County") is soliciting responses to this request for bids (RFB) for recycling services, for recycling, for the metal, cardboard and e-waste (electronics) located at the Lemhi County Landfill.

For a more complete description of the service requirements refer to **Scope of Services**.

### **2) Instructions to Proposers:**

- a. All responses shall be sent to:
  1. Via email to: lemhicountylandfill@gmail.com
  2. By mail to: Terri Morton, Lemhi County Clerk  
Lemhi County  
206 Courthouse Drive  
Salmon, ID 83467  
208-756-2815 xt 1665
  3. Or hand delivered to the County Clerk/Recorder office at 206 Courthouse Drive,  
Salmon, Idaho.
- b. Mail delivered and hand delivered submittals of your bid in a sealed envelope and clearly label "Bid for Recycling Services" and the name of the replying party.
- c. Bids should be prepared simply and economically, providing a straight forward, concise description of provider capabilities to satisfy the requirements of the request.
- d. An authorized representative of the firm must complete and sign at least one (1) page original of its bid. This can be addressed in the cover letter.
- e. The County welcomes potential bidders to visit the Lemhi County Landfill to better understand the dynamics, operations, location and access throughout the facility. During the visit there will be an opportunity to view the piles included in this bid. Such visits are by appointment only.
- f. To set up a site visit or for any questions concerning the RFB contact Scott Duncan, at (208) 756-6441 or by email lemhicountylandfill@gmail.com.

### **3) Terms and Conditions:**

- a. The County reserves the right to reject any and all bids, and to waive minor irregularities in any RFB response.
- b. The County reserves the right to request clarification of the information submitted, and to request additional information from any respondent.
- c. Any RFB response may be withdrawn up until the date and time set above for opening of the RFB responses.

### **4) Scope of Services:**

Bids can be to provide recycling services for all of the categories, or any combination. For instance, a bid can identify the desire to provide recycling services for only the cardboard, only the ferrous scrap metal, only the non-ferrous scrap metal, only the e-waste or any combination of the four categories.

Contractor shall be solely responsible for the safety of Contractor's employees and others relative to Contractor's work, work procedures, material, equipment, loading, transportation, signage and related activities and equipment. Once removal operations have begun additional material brought to the Landfill will be directed to new piles.

The contractor shall operate in compliance with OSHA and DOT regulations.

Contractor shall possess and keep in force all licenses, business permits and other permits required to perform the services of this agreement.

The Contractor shall weigh all material removed through the certified scale at the Landfill. Payment for materials processes shall be based on the weight of the material removed from the site. The payment for the piles will be based on the current market price and shall include all costs associated with the baling, handling, freight, profit and overhead.

**5) Submittal Requirements:**

The Contractor shall provide a description and history of the Contractor emphasizing the Contractor's resources and expertise in the area(s) relevant to this RFB.

The Contractor shall identify the particular "Scrap Index" which it is relying on to determine market price for the various metals/scrap.

Clearly indicate where scrap will be hauled for recycling and where non-recyclable materials will be disposed of.

The bid response shall include the Bidder Response Form with all Addenda acknowledged on the form.

Provide an estimated schedule for removal of items from the Landfill. Bidder agrees that the Work will be substantially complete within 15 working days after the date when the Contract Times commence to run.

It is mutually agreed that the time for the commencement and completion of the work will affect the operation of the Landfill. In view of this fact it is agreed that in the event the work is not performed as described in the estimated schedule, County will charge the contractor \$500 per day for each calendar day that work remains uncompleted beyond the date specified for the completion of the work. Completion of the work will be when each pile has been removed, cleaned and each location bucket smoothed.

**6) Selection Criteria:**

Each bid shall be evaluated based on the following criteria:

- a. Fees, cost(s) and potential revenues.
- b. Estimated time to remove metal piles from the Landfill.
- c. Contractor's qualifications including company compliance history with OSHA, DOT and applicable Federal and State environmental regulations.
- d. Description of contractor's operation including equipment to be used on the project.

All responsive submittals shall be reviewed. The County will rank all bids based on the above criteria.

The County will attempt to reach a final contract with the first ranked Contractor. If negotiations with the first ranked Contractor fail, the County will proceed with the next highest ranked Contractor. The County anticipates execution of contract within 14 days of RFB opening.

## Bidder Response Form

Bidder's Corporation/Partnership Name: \_\_\_\_\_

Bidder's Business Address: \_\_\_\_\_

Bidder's Phone Number: \_\_\_\_\_ Bidder's Fax: \_\_\_\_\_

Bidder's Email: \_\_\_\_\_

By (Signature): \_\_\_\_\_

Name & Title (typed or printed): \_\_\_\_\_

SUBMITTED ON: \_\_\_\_\_

### **BID CATEGORY #1: Scrap Metal (Ferrous) Removal from Landfill**

Item No.	Description	Commodity Price/Ton	Estimated Quantity (tons)	Estimated Revenue
1	Scrap Metal (Ferrous) Removal (including wire/fence pile)		300-400 hundred	

### **BID CATEGORY #2: Scrap Metal (Non-Ferrous) Removal from Landfill**

Item No.	Description	Commodity Price/Ton	Estimated Quantity (tons)	Estimated Revenue
1	Scrap Metal (Non-ferrous) Removal		20	

### **BID CATEGORY #3: Cardboard Removal from Landfill**

Item No.	Description	Commodity Price/Ton	Estimated Quantity (tons)	Estimated Revenue
1	Cardboard Removal		43	

### **BID CATEGORY #4: E-Waste**

Item No.	Description	Commodity Price/Ton	Estimate Quantity (tons)	Estimated Revenue
A-1	Electronics		3	
A-2	Vehicle Batteries		500 lbs.	

Bid prices listed shall include all applicable taxes and fees.

Bidder acknowledges that materials will continue increasing and estimated quantities are not guaranteed, estimated quantities are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the final contract documents.

Estimated time to remove piles/materials: \_\_\_\_\_

Attach additional material as required to meet submittal requirements.

