



COUNTY OF YOLO

**PLANNING AND PUBLIC WORKS DEPARTMENT
DIVISION OF INTEGRATED WASTE MANAGEMENT**

John Bencomo
DIRECTOR

44090 County Road 28H
Woodland, CA 95776-9101
(530) 666-8852 FAX (530) 666-8853
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Request for Proposals

For

On-Call Collection and Recycling of Ferrous and Non-Ferrous Metals, including the servicing (removal of Freon, oil, capacitors and mercury switches) of appliances collected from the Yolo County Central Landfill and the Esparto Convenience Center.

**Proposals Due:
Monday, June 13, 2011 at 4:00 p.m.**

For questions regarding this RFP please contact:

**Marissa Juhler
Waste Reduction & Sustainability Manager
(530) 666-8813
mjuhler@yolocounty.org**

SECTION I. SCOPE OF WORK

To keep in compliance with AB939 requirements, which mandate a waste diversion rate of 50 percent, the Yolo County Division of Integrated Waste Management diverts metals from the waste brought into the Yolo County Central Landfill (YCCL) located at 44090 County Road 28H in Woodland, California and at the Esparto Convenience Center (ECC) located at 27075 County Road 19A in Esparto, California.

Selected vendor will be responsible for on-call collection and recycling of ferrous and non-ferrous metals, as well as the servicing (removal of Freon, oil, capacitors, and mercury switches,) collection, and recycling of appliances, collected from the two locations listed above. Any quantities listed are Yolo County estimates only, based on Fiscal Year 2009-10 data, and are being given as a basis for the comparison of bids. Recycled products assigned to this contract include, but are not limited to:

Yolo County Central Landfill

Estimated Annual Tons:

▪ Estimated # of loads annually: 220	
▪ Cables/Cords (Copper):	007
▪ Appliances To Be Serviced:	170
▪ All other metals (incl. appliances that do not need to be serviced):	523
▪ Total:	700

Esparto Convenience Center

▪ Estimated # of loads annually: 18	
▪ Appliances To Be Serviced:	07
▪ All other metals (incl. appliances that do not need to be serviced):	43
▪ Total:	50

Payments shall be made payable to and submitted to:

Yolo County Division of Integrated Waste Management

Attn: Accounts Receivable

44090 County Road 28H, Woodland, California 95776

Additionally, it is required as part of this agreement that the selected vendor haul in one load of Municipal Solid Waste (MSW) to the YCCL for disposal, each time a load of metals is hauled out of the YCCL. Contractor shall compensate County at YCCL's current per ton gate rate for MSW by way of a Yolo County Central Landfill account.

Vendors who submit a response to this RFP must have the ability to meet the requirements, including the terms and conditions contained in this RFP and in the agreement.

SECTION II. GENERAL INSTRUCTIONS

- A. INSTRUCTIONS TO VENDORS:** Proposals must be received by the posted due date and time. Proposals received after the deadline will be late and ineligible for consideration.
- B. PRICES PROPOSED:** The per ton metals rebate prices proposed shall be sustained through the duration of the contract term of 6 months. The County reserves the right to hold proposals for a period of ninety (90) days from the date of opening before awarding or rejecting said proposals.
- C. SUBMITTING YOUR PROPOSAL:** Proposals shall be submitted electronically through BidSync.
- D. ADDENDA:** Any additional information not included in this solicitation which the County finds necessary and material to responding to the RFP will be posted as an addendum on BidSync. Answers to questions submitted through BidSync shall be considered addenda to the solicitation documents.
- E. QUALIFICATIONS/INSPECTION:** Proposals will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The County reserves the right to inspect the Vendor's facilities, equipment, personnel, and organization at any time.
- F. APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of approved equal, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the County.
- G. AWARD:** This is a proposal which may be recommended by category to the highest responsive and responsible vendor complying with the provisions of the Request for Proposal. In determining whether a proposal is highest and responsive, and the vendor is responsible, the following criteria may be considered by the County: a) quality of the product(s) to be supplied, availability and adaptability of the supplies or the contractual services to the

particular use required; b) conformity to the specifications; c) the purpose for which required, delivery time required; d) life cycle costing on the basis of total cost of ownership; e) reputation, judgment and experience; f) the quality of performance in previous contracts; g) ability to provide maintenance and service; h) discount terms and other criteria set forth in this RFP. The County reserves the right to use those or other applicable criteria's that will serve in the best interest of the County.

III. TERMS & CONDITIONS

- A. FEDERAL, STATE, AND LOCAL LAWS:** The successful vendor must operate in conformity with all applicable, federal, state, and local laws, ordinances, orders, rules, and regulations pertaining to work, including laws pertaining to the handling and disposal of hazardous substances. The vendor, not the County, will have ultimate responsibility to properly direct and control the recycling, disposal, or other disposition of the materials it handles in performing the work described in this RFP. It is the responsibility of the awarded vendor to ensure that all permits and/or licensees required for operation are valid and current. Failure to comply with this provision may be cause to cancel any contract awarded, and award will be made to the next highest, responsive, responsible vendor.
- B. GOVERNING LAW:** If an award is made, the contract will be made in the County of Yolo and shall be governed and construed in accordance with the laws of the State of California. Any action relating to the Contract shall be instituted and prosecuted in the courts of Yolo County, California.
- C. CALIFORNIA PUBLIC RECORDS ACT:** All proposals become the property of the County, which is a public agency subject to the disclosure requirements of the California Public Records Act (CPRA, California Government Code §6250 and following). The CPRA contains limited exemptions. If you contend that any documents, as defined by the CPRA, are confidential or proprietary material and exempt from CPRA, these documents shall be clearly marked "Exempt from CPRA." Proposer shall defend, indemnify and hold the County harmless against any claim, action or litigation (including but not limited to all judgments, costs, fees, and attorneys fees) that may result from denial of a CPRA request. If Proposer does not respond to a CPRA request or agree to do so within five (5) days, the County may disclose the requested information under the CPRA."
- D. NON-DISCRIMINATION:** There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations conducted under any resulting contract.
- E. PAYMENT TERMS:** The selected vendor shall provide a detailed report to COUNTY with each payment that itemizes the revenue per ton payable to the COUNTY for the metals, the net weight of each load in pounds and gross tons listed on the weight receipts at CONTRACTOR or Metal Broker's site, the date of collection and collection location where services were provided. The payment to COUNTY, the itemized report and corresponding weight receipts shall all be submitted by the fifth (5) day of each calendar month for the prior month's services.
- F. ASSIGNMENT/TRANSFER/SUBCONTRACTING:** Awarded contractor shall not assign, transfer, or subcontract any portion of the contract without the express written consent of the Yolo County Division of Integrated Waste Management.

V. INSTRUCTIONS FOR QUOTE SUBMISSION

A. SUBMITTING PROPOSALS:

Proposals shall be submitted electronically through BidSync.com by **Monday, June 13th at 4:00 p.m.**

It is the sole responsibility of the vendor to ensure their proposal reaches BidSync, LLC before the closing date and time. If you have any questions regarding the submittal of this proposal, please contact BidSync at 1(800) 990-9339, for Vendor support. Late proposals shall not be accepted nor shall additional time be granted to any vendor.

B. REQUIRED PROPOSAL SUBMITTALS:

Failure to include required submittals may be cause for rejection of your proposal. The following are required for your proposal to be considered:

1. Exhibit A - Selected vendor will be required to provide copies of Insurance Certificates and Additional Insured Documentation before Agreement becomes valid.
2. Exhibit B – This Request for Proposal Document will become Exhibit B of the agreement.
3. Exhibit C – Vendor must completely fill in all items on the pricing sheet in BidSync.
4. Previous Customer Reference Form
5. Signature Page
6. Supplier Questionnaire