



**REQUEST FOR PROPOSALS
2022**

**Lewis County Public Works Department,
Solid Waste Division**

For

**TRANSFER STATION
RECYCLING COLLECTION CONTAINERS**

**Response Deadline:
October 14, 2022 at 3:00 p.m.**

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REQUEST FOR PROPOSAL

TRANSFER STATION RECYCLING COLLECTION CONTAINERS

RESPONSE DEADLINE: OCTOBER 14, 2022 AT 3:00PM.

1.0 DESCRIPTION

Lewis County Public Works Solid Waste Utility (County) is issuing this Request for Proposals to qualified Providers to recommend and provide estimates for appropriate recycling collection containers.

Lewis County Public Works Solid Waste Utility (County) is intending to purchase two roll-off recycling boxes each year for the next three consecutive years.

2.0 SITE INFORMATION

The County currently operates two transfer stations within Lewis County, where recyclable materials are collected and then transferred to processing facilities. The Central Transfer Station (CTS) is located at 1411 S. Tower Ave., Centralia, WA 98531. The East Lewis County Transfer Station (ELCTS) is located at 6745 US Hwy 12, Morton, WA 98536.

Both transfer stations accept material from members of the public. Lewis County will work with local/regional processors of the above recyclables to process material and local hauling companies to transport the containers.

CTS is open to the general public six (6) days a week, Monday through Saturday, from 7:30 am to 5:30 pm, except for New Year's Day, July 4th, Thanksgiving Day and Christmas Day. The ELCTS is open Monday through Saturday, from 8:30 am to 5:00 pm, except for the aforementioned holidays.

It is unclear exactly how much recyclable materials Lewis County will generate at the transfer stations on a weekly and monthly basis.

Containers must have the following features:

- Lids that provide access for public drop-off and protect against weather and control vectors.
- Hinges with guards or hinges that do not need a guard. *See photos 1-3*
- Standard wall thickness (7-12 gauge steel)
- Reinforced feet to prevent bending or folding. *See photo 4*
- Hook-in position for moving. *See photo 5*
- Appropriate height for placement next to transfer station bulkhead. Container should either be flush with bulkhead wall or no more than 10 inches above. *See photo 6-7*
 - Western section of CTS bulkhead measures 8'6":
 - ELCTS transfer station bulkhead measures 9'
- Accommodate loader bucket used to compact recyclable commodities collected in roll-off containers. *See photo 8*
- Open top bins for metal recycling are to have 12" on center upright beams for increased support and strength. *See photo 9*
- Open top bins for metal recycling should have an extended rear cross bar above the doors as shown. *See photo 10*

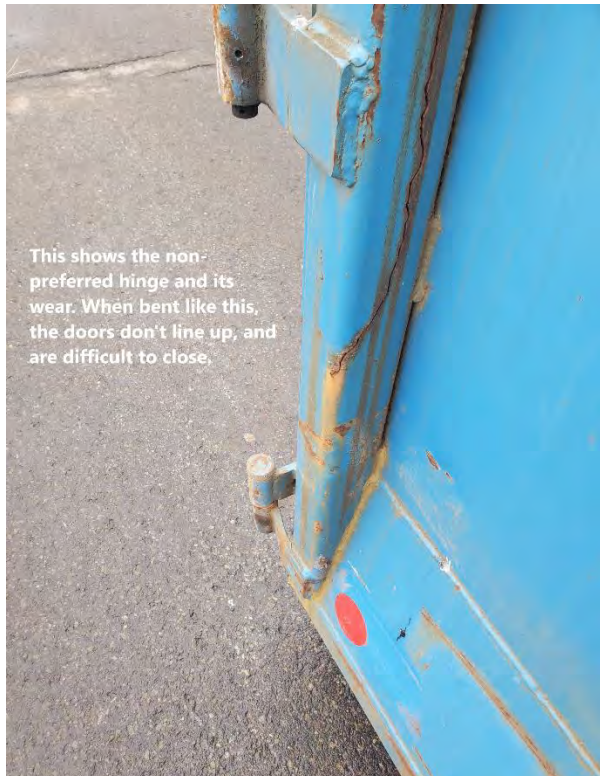


Figure 1: Non-Preferred Hinge Configuration



Figure 1: Non-Preferred Hinge Configuration



Figure 3: Preferred Hinge Configuration



Figure 4: Reinforced Feet



Figure 5: Hook-in position for Moving

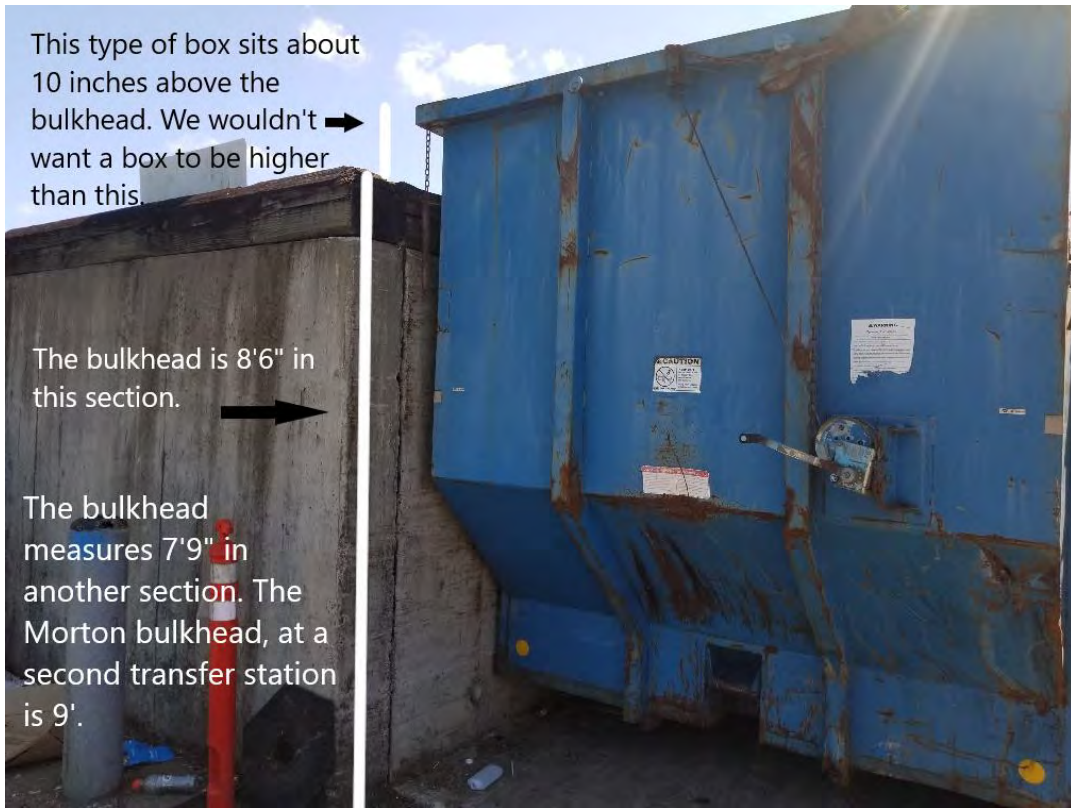


Figure 6: Box Height and Bulkhead



Figure 7: Box Height and Bulkhead



Figure 8: Loader Compressing Recyclables



Figure 9: Vertical Reinforcing Members



Figure 10: Horizontal Reinforcing

3.0 SCOPE

The County is soliciting a Request for Proposals for container and lid types along with estimates for two recycling containers. One container with a lid and one reinforced container without a lid. The specific container needs are defined below;

- Quantity: Two roll-off recycling containers in 2022, two roll-off recycling containers in 2023, and two roll-off recycling containers in 2024.
 - All containers to be delivered to Central Transfer Station: 1411 S Tower Ave, Centralia, WA
 - Roll-off containers will be used to collect scrap metal and cardboard for recycling

- Volume: 40 to 50yard containers
 - Container capacity shall have a minimum of 40 yards and a maximum of 50 yards.
 - Estimates should include a container and lid style the vendor believes best fits the Lewis County transfer stations drop-off recycling programs and planned changes

4.0 SUBMITTAL PROCESS

Proposers are solely responsible for all costs incurred in the development and submission of the response to this Request for Proposals or any other presentations whether in response to this or to any subsequent requirements of the service provider selection and agreement negotiation process. All materials submitted in the response to this become the property of Lewis County.

4.1. Voluntary Site Visit

A voluntary site visit of CTS may be arranged during regular business hours.

Photographs will be permitted during the site visit. The site visit will involve walking around the CTS grounds. Personal protective equipment (PPE) including hardhat, safety vest, and closed-toe shoes are **required** and **must be worn at all times** while onsite. Those attending must provide their own PPE for the site visit. In order to plan accordingly, the County requests prospective firms send notification to schedule a site visit via e-mail by **Wednesday September 21, 2022**. Notifications should be sent to:

Lewis County Public Works, Solid Waste Utility
swu@lewiscountywa.gov

4.2. Site Visit Questions

Site visit attendees may also submit additional questions regarding this solicitation. Additional questions must be submitted via e-mail by **Friday September 30, 2022**, and should be directed to:

Lewis County Public Works, Solid Waste Utility
swu@lewiscountywa.gov

Failure to request clarification of any inadequacy, omission, or conflict will not relieve the vendor of any responsibilities under this solicitation or any subsequent contract. It is the responsibility of the interested vendor to assure that they received responses to questions if any are issued.

5.0 PURCHASE AGREEMENT TERM AND SCHEDULE

All services awarded through this solicitation shall commence upon execution of the purchase agreement. The purchase agreement term and schedule will be determined with the selected provider as part of the award, including the responsibilities for each party and a rate structure for the containers.

6.0 SUBMITTAL REQUIREMENTS

Submitted responses must include the following information:

- Diagrams and specifications for the recommended containers and lids
- A completed Exhibit A: Estimate Detail Form
- Recommendations of container and lid type must include a narrative explanation, detailing why the provider feels the proposed containers will best serve the Utility's needs.
- A detailed Statement of Qualifications demonstrating the Provider's experience and expertise providing similar equipment. Identify up to three (3) municipalities where equipment was provided with similar complexity. Each description should not exceed one (1) page in length. Provide references and contact information for each municipality.

7.0 EVALUATION CRITERIA

Upon closure of the request for proposals, all submittals received will be reviewed and evaluated according to the criteria provided below:

1. Proposed equipment to meet the needs of both Lewis County Transfer Stations 50 points
2. Equipment estimates (Exhibit B: Estimate Detail Form) 30 points
3. Experience and qualifications of provider, including municipalities where equipment is currently provided with similar complexity 20 points

8.0 SUBMITTAL GUIDELINES

Please submit by mail/email to:
Lewis County Solid Waste Division
PO Box 180
Centralia, WA 98531
swu@lewiscountywa.gov

OR

Hand deliver to:
Lewis County Solid Waste Admin Building
1411 S Tower
Centralia, WA 98531

Proposals must be received no later than 3:00 pm on Friday October 14, 2022.

All costs for response, preparation, and negotiation incurred by the Proposer, whether or not they lead to execution of an agreement with the County must be borne entirely and exclusively by the Proposer.

Lewis County reserves the following rights for acceptance, modification, and/or rejection of submitted proposal(s) such as:

1. Rejection of any or all proposals.
2. Rejection of any proposals not in compliance with proposal requirements.
3. Providing of addenda, amendments, supplementary material or other modifications to the proposals specifications.
4. Cancellation of this Request for Proposals without issuance of another Request for Proposals.
5. Issuance of subsequent requests for new proposals.
6. Request for submission of further information by the Proposer in order to complete evaluation by Lewis County.
7. Determination to select one or more Proposers for attempted negotiation of a final agreement(s). Decisions made by Lewis County will be final.

EXHIBIT A: ESTIMATE DETAIL FORM

Non-Collusion Declaration

I, _____ by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statement are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participation in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the service for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

This estimate must be received by **October 14, 2022** to be considered. If you have any questions, please see the contact information below.

Vendor Name:	Contact Person:
Vendor Address:	Telephone Number:

SIGNATURE OF COMPANY REPRESENTATIVE:

DATE:

Delivery Site:

Item#	Description	Qty	Unit Price	Item Total
PRICES QUOTED ARE FIRM FOR _____ DAYS.			Sub Total:	
			Freight*	
		Sales Tax%:	Sales Tax:	
			TOTAL:	

Comments:

Payment Terms:

Return Quote Form or Questions to: Solid Waste Utility

Email Address: swu@lewiscountywa.gov

Phone: 360-740-1451

*Prices quoted shall include freight and setup costs or a firm freight amount is to be listed.

CONDITIONS

By signing below, the Authorized Official(s) of the company submitting this Proposal do hereby acknowledge that in the event this Proposal is deemed to be the lowest responsive bid, this document shall be construed to be the legal contract for the purchase of the materials specified herein.

*Receipt is hereby acknowledged of addendum(s) Number(s) 1 ____, 2 ____.

SIGNATURE OF AUTHORIZED OFFICIAL(S)

Proposals must be signed

Company Name

Address

Unified Business Identifier (U.B.I.) No.

Telephone #

Federal ID No.

FOR COUNTY USE ONLY

AWARDED:

PUBLIC WORKS DIRECTOR

Date