

**REQUEST FOR PROPOSAL
FOR REMOVAL AND RECYCLING OF METAL AND
VEHICLES FROM DRYDEN TRANSFER STATION IN
CHELAN COUNTY**

The Board of Chelan County Commissioners requests proposals from hulk haulers, motor vehicle wreckers, or scrap processors for collection, removal and recycling of scrap metal and vehicles from the Dryden Transfer Station Metal Yard during 2017, 2018 and 2019.

PROJECT NAME:

**Collection, Removal and Recycling Scrap Metal and Vehicles from the
Dryden Transfer Station in Chelan County.**

Description of Work

The work under this proposed Contract shall consist of, removal and recycling of scrap metal and vehicles at Dryden Transfer Station in Chelan County. The contractor shall haul scrap metal to a metal recycler and remove and transport vehicles to a scrap processor. The work includes 2017, 2018 and 2019 Metal Collection at the Dryden Transfer Station, with a provision for a possible one-year extension through 2020 at this site.

Ownership of Collected Metal and Vehicles

All collected scrap metal and vehicles become the contractor's property along with all revenues received for collected scrap metal and vehicles. The County will collect and provide to contractor all Titles or Junk Vehicle Certificates for junk vehicles collected for the events.

Compensation

The prospective contractor shall propose a per-ton amount of compensation to be paid by the contractor to the County. Within forty-five (45) days after completion of each clean up, based on the awarded proposal and weight and receipt tickets, payment, if any, shall be made to Chelan County Public Works.

Qualifications

The prospective contractor must have and provide proof of the following:

- Washington State Business License, including UBI number
- Hulk Haulers Permit or Motor Vehicle Wrecker Permit or Scrap Processor Permit
- Proof of required insurance

Proof of required licenses, permits and insurance must be submitted with the proposal.

Safety, Insurance and Indemnity

The contractor shall take adequate safety measures to prevent accidents or injuries involving the public present at the site. For the duration of the Project, the contractor shall maintain commercial general liability and property damage insurance, automobile liability insurance, and workers compensation insurance. All of the liability insurance required by Agreement shall be endorsed to include the County as an additional insured and shall stipulate that the insurance afforded by the policies shall be primary insurance. To the extent of the contractor's liability, the Contractor shall indemnify and hold the County harmless against injury or damages to persons or property.

Refrigerants and Compressor Oil

The contractor must coordinate with the County representative and the County's refrigerant-removal contractor for purging compressor oil and refrigerants prior to removal of and recycling refrigeration unit hulks.

Site Cleanup

After removing all scrap metal and vehicles from each collection site, the contractor shall clean up all small debris, including plastics and glass, to the satisfaction of the County Engineer.

Records

The contractor must keep detailed records of scrap metal and vehicles collected and shall submit all weight and receipt tickets for the same to the County. Records shall be retained for the period required by law.

Dryden Transfer Station

Scrap metal and vehicles shall be collected throughout the year at the Dryden Transfer Station. The contractor must remove all scrap metal and vehicles collected at the Dryden Transfer Station metal yard periodically throughout the year, to maintain clear access for the public to unload metal items. The contractor shall clear the Dryden yard more frequently if the County Engineer or his representative determines that the yard is beyond capacity. An estimated average of 160 tons of scrap metal is collected and recycled from the Dryden site each year.

Contractor General Responsibilities

The contractor shall be responsible to load and transport all scrap metal off-site to a scrap metal recycler and to load and haul collected vehicles to an off-site scrap processor.

General Information

- A. Extra copies of this Request for Proposals (RFP) may be obtained by contacting:

Chelan County Public Works
316 Washington Street, Suite 402
Wenatchee, WA 98801
Attn: Brenda Blanchfield, Solid Waste Coordinator
Phone: (509) 667-6415
E-Mail: Brenda.blanchfield@co.chelan.wa.us

- B. Chelan County is an Equal Opportunity Employer and affirms that it does not discriminate against individuals of firms because of their race, color, marital status, religion, age, sex, national origin or handicap or other protected status.
- C. Chelan County reserves the right to reject any and all proposals if the submissions are not responsive to its needs.
- D. In the event it is necessary to revise any part of this RFP, addenda shall be provided to all prospective contractors who receive the original RFP.
- E. All questions regarding this RFP should be addressed to Solid Waste Coordinator Brenda Blanchfield at the address and telephone number noted in the above Section A. All factual responses will be published as addenda to these proposal documents, and shall be made a part thereof.

Proposal Submittal

A. Where to Submit Proposals: Deadline

One (1) copy of each prospective contractor's Proposal package must be received at the Chelan County Public Works Department, 316 Washington Street, Suite 402, Wenatchee, WA 98801, **by 4:00 p.m. Oct. 12, 2017**. All envelopes must be plainly marked on the outside, "**Request for Proposal: Chelan County Metal and Vehicle Removal and Recycling.**"

B. Proposal Package Submittals

Each prospective contractor shall submit a **proposal** sheet. A proposal shall clearly include a statement of the proposed compensation, per ton of metal collected and sold, to be paid by the prospective contractor to the county.

The proposal sheet shall include a minimum of three references, with included contact information, for work within the past five (5) years.

The proposal sheet shall include a list of any subcontractors to be utilized by the prospective contractor.

The submittal package shall include an outline of the **work** to be completed.

The submittal package shall include a copy of the prospective contractor's **Business License, Hulk Hauler Permit or Motor Vehicle Wrecker Permit or Scrap Processor Permit, and Insurance Policy(s)**, as described herein. If subcontractors will be utilized for the work, provide copies of all sub-contractors' **Business licenses and Hulk Hauler, Vehicle Wrecker, or Scrap Processor Permits**, if applicable.

C. Insurance

The prospective contractor shall furnish the county with Certificates of Insurance clearly evidencing all required insurance and endorsements. For the duration of the contract, the awarded contractor shall maintain insurance coverage in the amount of \$1,000,000.00 per occurrence, and an aggregate amount of twice the per occurrence amount, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the successful proposer, its agents, representatives, employees or subcontractors. The liability insurance required by Agreement shall be endorsed to include the county as an additional insured and shall stipulate that the insurance afforded by the policies shall be primary insurance.

D. Performance/security bond requirement

Within five (5) days after awarding of the contract, the contractor shall furnish to the county a performance guarantee. Said guarantee shall be in the form of one of the following:

1. A performance bond issued by a professional surety company authorized to do business in the State of Washington.
2. A certified check.
3. A cashier's check.

All certified or cashier's checks shall be held by the county for the contract term and do not yield interest payable to the contractor. The performance guarantee shall be in the amount not less than \$200.00. If the contractor fails to perform all contract requirements specified within the awarded bidder and/or per outlined, he forfeits the above said amount.

E. Incurred Costs

Chelan County is not liable for any costs incurred by any prospective contractor related to submittal of a proposal.

F. Contract Negotiation

A contract may be negotiated with the prospective contractor whose proposal is determined by the county to be most advantageous to the county.

G. Right to Reject Proposals

Chelan County reserves the right to reject any or all proposals submitted.