

**IREDELL COUNTY, NORTH CAROLINA  
REQUEST FOR BIDS**

**TITLE: ELECTRONICS RECYCLING**

USING AGENCY: IREDELL COUNTY SOLID WASTE

ISSUE DATE: AUGUST

ISSUING AGENCY: IREDELL COUNTY SOLID WASTE

Sealed responses subject to the conditions made a part hereof will be received until 4 PM, August 18, 2010 for furnishing services described herein.

SEND ALL BIDS DIRECTLY TO THE ISSUING AGENCY ADDRESS AS SHOWN BELOW:

Iredell County Solid Waste  
354 Twin Oaks Road  
Statesville, NC 28625

Important Note: Indicate firm name on the front of each sealed bid envelope or package, along with the date for receipt of response specified above.

Bids submitted via telephone, fax or other electronic means, including but not limited to e-mail, in response to this Request for Bids will not be acceptable.

Direct all inquiries concerning this request to:

Diane Lewis, Recycling Coordinator  
354 Twin Oaks Road  
Statesville, NC 28625  
704-928-2023  
[dlewis@co.iredell.nc.us](mailto:dlewis@co.iredell.nc.us)

**NOTE:** Questions concerning the specifications in this Request for Bids will be received until August 6, 2010.

**This request for bid as well as frequently asked questions will be posted to the Iredell County website: [http://www.co.iredell.nc.us/Departments/Solid\\_Waste/solid.asp](http://www.co.iredell.nc.us/Departments/Solid_Waste/solid.asp)**

## **I. INTRODUCTION**

Iredell County, a political subdivision of the state of North Carolina wishes to recycle electronic waste in an economically feasible and environmentally responsible manner. The county has determined this can best be accomplished through the services of a qualified firm. Iredell County operates five (5) facilities around the county that provides recycling opportunities including electronics collection for the convenience of its citizens. The county wishes to contract with a qualified firm that has the ability to provide collection containers, transportation, dismantling and recycling of electronic materials and has the necessary equipment, personnel, facilities, financial resources and expertise to provide a high level of service.

## **II. BACKGROUND**

Iredell County Solid Waste has offered everyday electronic recycling at five locations for several years. Currently county employees collect these materials and haul to a central location (Twin Oaks Landfill) to prepare for shipping by shrink wrapping and palletizing to load onto vendor trucks. The County has been able to successfully operate this program at no cost to its citizens by limiting the amount accepted for shipping of low value materials such as televisions and monitors. The state of North Carolina has adopted new legislation that will essentially require recycling of all electronic waste as it will be banned from landfills. This has the potential to severely impact Iredell County's ability to provide these services at no cost or low cost. Therefore the county is interested in seeking proposals for continuing to provide a high level of service in an economical fashion that will also relieve the county of the associated labor costs incurred with the current program.

## **III. SCOPE OF WORK**

### **Contractor Responsibilities**

- The Contractor agrees to stage a container (must meet County's approval) at each of the Solid Waste Facility sites to collect and transport all electronics to the contractors facility for purposes of recycling. Proposals that provide containers and pickup at the two main sites only (Mooresville Transfer Station and Twin Oaks Landfill) will also be considered as it may not be feasible to offer this service at smaller sites.
- The Contractor will guarantee all hard drives are erased or rendered unusable. Contractor will provide description of method used.
- The Contractor will provide Certificates of Recycling.
- The Contractor agrees to obtain any certifications required by the state of North Carolina, the federal government or any of either's authorized agencies that are now required or may be required in the future for the duration of the Contract. This will be deemed to include any certifications that may be required to make the county eligible for any reimbursements or grant funds.

- The Contractor will not deliver, attempt to deliver or return any electronics waste to any County Facility.
- The Contractor will remove and empty containers within 48 hours of notification of need by the County.

#### IV. INSURANCE REQUIREMENTS

The contractor shall procure, maintain and provide proof of; insurance coverages for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of the county by the contractor, his agents, representatives, employees or subcontractors. Proof of coverages as contained herein shall be submitted prior to the commencement of work and the contractor shall maintain such coverages for the duration of the contract period.

Minimum Insurance Coverage Limits:

- General Liability: \$2,000,000 each occurrence, \$2,000,000 annual aggregate (\$2,000,000 products and completed operations aggregate).
- Automobile Liability: \$1,000,000 combined single limits, \$1,000,000 annual aggregate.
- Workers Compensation: Statutory limit as required by the Workers Compensation Act of North Carolina. **Workers Compensation is required by all contractors or subcontractors regardless of the number of employees.**
- Professional Liability: \$1,000,000 combined single limit.
- Pollution Legal Liability: Minimum of \$1,000,000 per occurrence.

The contractor's insurance shall be primary over any applicable insurance or self-insurance maintained by the County.

The contractor shall provide 30 days written notice to the County before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.

All coverages for subcontractors of the contractor shall be subject to all of the requirements states herein.

Failure to comply with any reporting provisions of the policy(s) shall not affect coverage provided the County, it officers/officials, agents, employees and volunteers.

The insurer shall agree to waive all rights of subrogation against the County, it officers/officials, agents, employees or volunteers for any act, omission or condition of premises which the parties may be held liable by reason of negligence.

The contractor shall furnish the County certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(s) to bind coverage on its behalf.

All insurance shall be placed with insurers licensed for business in North Carolina and maintaining an A.M. Best rating of no less than A-.

**All insurance policies shall be in effect for the duration of the project and shall be written on an occurrence basis. No claims-made policies will be accepted.**

The Contractor shall indemnify and hold harmless the County of Iredell, its officers/officials, agents, employees and volunteers from and against all claims, damages, losses and expenses including attorney’s fees arising out of our resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than work itself) including the loss of use resulting therefrom, and (2) is caused in whole or part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone from whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

Note: The successful responding firm will have 10 days from time of request by county to provide certificates of coverage.

**V. COST PROPOSAL**

Prices paid or fees charged should be clearly listed for all materials. Transportation charges should be listed separately and assumed to be FOB from county sites.

**Rates for Services Provided**

Please quote two sets of prices for processing electronic equipment and monitors; one for reuse, and one for recycling.

**Recycling:**

Core Products Recycling (per lb.)							
Unsorted	CPU's	Laptops	Peripherals*				
Monitor Recycling (per unit)							
15" CRT	17" CRT	19" CRT	TV less 19"	TV over 19"	Console	Flat panel Monitor	Flat Panel TV

**Reuse:**

Core Products Reuse (per lb.)									
Unsorted	CPU's	Laptops	Peripherals*						
Monitor Reuse (per unit)									
15" CRT (up to 1997)	15" CRT (1998+)	17" CRT (up to 1997)	17" CRT (1998+)	19" CRT	TV less 19"	TV over 19"	Console	Flat panel Monitor	Flat Panel TV

**Processing of Additional Products (all prices per lb.)**

Iredell County handles a wide variety of electronic products, including but not limited to printers, scanners, copiers, cell phones, telephones, fax machines, camcorders and video equipment, stereos, radios, tape players, CD players, VCRs, DVD players, electronic games, and separated or semi-processed electronic components. Please price those services here.

**Recycling:**

Additional Products Recycling (per lb.)			
Unsorted	Phones	Printers	Other

**Reuse:**

Additional Products Reuse (per lb.)			
Unsorted	Phones	Printers	Other

Please place any additional charges and services below by item.

	<b>Recycling (\$/lb)</b>	<b>Reuse \$/lb)</b>
Unsorted Additional Products		
Printers		
Scanners		
Copy Machines		
VCR's		
Stereos		
Radios		
Tape Players		
CD Players		
Telephones		
Cell Phones		
Fax Machines		
Electronic Games		
Power & Network Cables		
Network Hubs		
Switching Boxes		
Controllers		
Modems		
Docking Stations		
CD Roms		
Hard Drives		
Printed Circuit Boards (High Grade) (Motherboards, NICs, expansion, audio & video cards, integrated)		
Printed Circuit Boards (Low Grade) (Consumer Electronics Boards, Power Supply Boards)		
UPS (Personal and including network)		
Routers		
Resistors Capacitors		
Diodes		
Terminals		
Rechargeable Batteries		
Peripherals		
Military Equipment (Drawers, modules, radar, test and warfare equipment, etc.)		
Medical Equipment		
Telecommunications Equipment		
Commercial Equipment		
Office Equipment		
Banking Equipment		

**Transportation charges:**

Transportation (\$/mile charges)			
Distance (mi)	under 2000#	over 2000#	truckload
0 - 100			
101 - 200			
over 200			

**VI. EVALUATION**

Responses should include company information, how registered, the principles name and contact information. The following criteria should be addressed and will be used by the county in the selection process:

- Ability to perform
- Experience and references
- Certification
- Cost
- Avoided costs to county
- Domestic recycling vs. export
- Percent of materials recycled
- Added value to county by advertising and publicity

**VII. EXECUTION OF RESPOSE**

By submitting this response, the potential contractor certifies the following:

- This response is signed by an authorized representative of the firm
- It can obtain insurance certificates as required within 10 calendar days after notice of award
- The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost
- All labor costs, direct and indirect, have been determined and included in the proposed cost
- Potential contractor has read and understands the conditions set forth in this bid request and agrees to them with no exceptions

OFFEROR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Principal Place of Business if different from above:  
\_\_\_\_\_

**Will any of the work under this contract be performed outside the United States?**       Yes       No

**N.C.G.S. § 133-32 and Executive Order 24** prohibit the offer to, or acceptance by, any County Employee of any gift from anyone with a contract with the County, or from any person seeking to do business with the County. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)