



REQUEST FOR PROPOSALS (RFP)

DROP OFF AND PROCESSING OF MIXED RECYCLING SERVICES

The City of Sedro-Woolley is soliciting proposals from firms interested in providing drop off, transfer and processing of the Cities mixed recyclable materials.

The scope of services shall include:

- a) Unit Price per ton to accept drop off of approximately 870 tons per year of mixed recycling at the firms' location including transfer and processing of the materials. City to drop off mixed recycling at the firms' location. The firm will transfer to a materials recovery facility (MRF) for processing of the mixed recycling.
- b) Proposals shall clearly set forth proposed location for drop off and transfer of recyclable materials, and the final destination for sorting of recyclables.
- c) Provide your firms qualifications and capabilities of providing such services, including an explanation of how these services will best meet the City's needs.
- d) Provide three references regarding reputation and qualifications of your company to handle 870 tons of mixed recycling per year.
- e) Disclosure of any litigation or pending litigation or judgments rendered against the company in any matter relating to professional activities of the company including any pending complaints in WA State courts or government agencies.

Proposals are **due by 2:00pm, July 26, 2018**. Please be advised that this is a receipt date, and not a postmark date. Late submittals will be returned unopened. RFP may be submitted in person, by U.S. Mail, facsimile or email to: City of Sedro-Woolley, Public Works Department, 325 Metcalf Street, Sedro-Woolley, WA 98284, (360) 855-0771, facsimile 360-855-0733, email jrosario@ci.sedro-woolley.wa.us. Results will be posted on the city website after award.

Qualification and performance statements will be reviewed by an appointed City of Sedro-Woolley selection committee. The committee will use stated prices along with qualifications to determine the responsible bidder. The City of Sedro-Woolley reserves the right to reject any or all proposals, waive technicalities or irregularities, and to accept any proposal if such action is believed to be in the best interest of the City.

A copy of this RFP, Minimum Qualifications, and any updates are posted in the Bids & Awards section of the City of Sedro-Woolley's Website at: http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php

Questions regarding this RFP should be directed by email to Leo Jacobs, Solid Waste Supervisor, at ljacobs@ci.sedro-woolley.wa.us

The City of Sedro-Woolley, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

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