



OTSEGO COUNTY, MICHIGAN

REQUEST FOR INFORMATION (RFI)

RFI # 2012-02

TRANSPORT OF RECYCLABLE MATERIALS



**Otsego County
Request for Information
RFI 2012-02
Transport of Recyclable Materials**

November 20, 2012

This is a Request for Information (RFI) only and does not constitute a commitment, implied or otherwise, with the County of Otsego.

The County of Otsego is requesting information from potential commercial haulers for collection and transport of recyclable materials in preparation of releasing an RFP for Recycling Services in the near future. The intent in the upcoming RFP is to allow companies to bid on the processing of recyclable materials (recyclables) as well as on transportation of the materials. It is anticipated that bidders will have the option of bidding only on one portion of the RFP, either hauling or processing, or can bid on both combined.

This Request for Information is available on the Otsego County website at <http://www.otsegocountymi.gov/bids-and-proposals-192>.

The County of Otsego will accept responses to the solicitation until December 7, 2012 at noon local time. Responses can be mailed to the attention of John Burt, Otsego County, 225 W. Main Street, Room 203, Gaylord, MI 49735; faxed to 989-731-7529; or emailed to jburt@otsegocountymi.gov.

Questions concerning this RFI can be directed to John Burt (989) 731-7527, jburt@otsegocountymi.gov no later than Friday, November 30 at noon local time.

Part 1: RFI Purpose

The purpose of this Request for Information is to solicit information on potential Commercial Haulers for Collection and transport of recyclable materials in preparation of the release of an RFP for Recycling services in the near future. The intent in the upcoming RFP is to allow companies to bid on the processing of recyclable materials (recyclables) as well as on transportation of the materials. It is anticipated that bidders will have the option of bidding only on one portion of the RFP, either hauling or processing, or can bid on both combined.

Part 2: Definitions

“**Collection**” shall mean the process whereby recyclable material is removed and transported to the Manufactured Recovery Facility.

“**Commercial Hauler**” shall mean a person licensed to collect solid waste from commercial, industrial, professional, governmental, institutional structures or governmental property within the State of Michigan.

“**Materials Recovery Facility (MRF)**” shall mean a recycling facility that sorts and processes collected mixed recyclables into individual streams for market. For purposes of this RFI the Materials Recovery Facility must be a “Clean” facility meaning the recyclable materials have already been separated at the source from municipal solid waste generated by either residential or commercial sources.

“**Recyclable Materials (Recyclables)**” shall mean materials that are capable of being recycled and would otherwise be processed or disposed of as solid waste.

Part 3: Background

The County of Otsego has been working on the establishment of a recycling program for approximately four years. A millage was recently passed to that end. The intent is to create a drop-off recycling program with drop-off bins in five locations around Otsego County. Prior to releasing an RFP, the County wants to verify the ability of Commercial Haulers to collect and transport recyclable materials to a Materials Recovery Facility to be designated later. The intent is for the designated MRF to be located within 60 miles of Otsego County.

Part 4: Submission Requirements

The County requests each respondent to:

- Verify the ability to provide for the Collection and transport of recyclable materials to a Materials Recovery Facility to be designated later. The intent is for the facility to be located within 60 miles of Otsego County.
- Verify the ability either a hook-lift or cable type roll-off truck to provide trucks for the Collection and transport of recyclable materials. Additionally, verify the ability to

provide trucks that can transport two recycling bins up to 40 cubic yards at the same time.

- List the hours and days of operations.
- Verify the ability to transport approximately 12 recycling bins per week to the designated Materials Recovery Facility.
- Describe the required advanced notification required to have recycling bins transported to the Materials Recovery Facility.
- Describe whether your organization has the ability to lease recycling bins including the cubic yard size of the bins.
- Describe any other services available that may be of relevance.
- Provide any other information that may be of relevance.

Part 5: Submittal Procedure

The County of Otsego, Michigan will accept responses to the solicitation until December 7, 2012 at Noon local time. They can be mailed to the attention of John Burt, Otsego County, 225 W. Main Street, Room 203, Gaylord, MI 49735; faxed to 989-731-7529; or emailed to jburt@otsegocountymi.gov.

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