



**Request for Proposals**  
**DUE Date April 6, 2018 (1:55 P.M.)**

**City of North Augusta Household Hazardous Materials Collection Day**

The City of North Augusta Stormwater Management Department (SWMD) is requesting proposals from qualified and certified hazardous waste event operators and transporters to conduct a one day collection event for household hazardous wastes. The City contains 9000 households, which will receive notification of the event with their utility bills as well as posted advertisements and newspaper advertisements. Various sources have documented household participation at between 1-2.5%. It can be assumed that there will be some small but unknown level of participation from households outside of the City. **The City intends to hold one event in 2018 and at least one in 2019** at a large retail center parking area near the Kroger on Knox Avenue in North Augusta.

**The first event will be held May 19, 2018 and will last 3 hours: 10 a.m. to 1 p.m.**

The deadline for receipt of sealed proposals is **1:55 pm Friday, April 6, 2018**. Proposals received after this time will not be accepted.

To receive an RFP Package, please contact Tanya Strickland at (803) 441-4246.

City of North Augusta  
Attn: Tanya Strickland, Stormwater Manager  
100 Georgia Avenue  
North Augusta, SC 29841

Sealed proposals will be opened at address above, promptly at **2:00 p.m. Friday, April 6, 2018**. Bidders are encouraged to attend the bid opening but are not required to be present. Bidders will be notified of the results via email.

**Minimum Qualification Criteria of the Event Operator:**

The disposal contractor must provide the following information:

1. Contractor's capabilities, plans and approach for accomplishing the requirements of the project.
2. Training and experience of the On-Site project manager
3. Qualifications of the person who will personally direct the operation of the contractor's staff

4. Documentation to verify that sufficient numbers of technicians will be available to handle the anticipated waste volume.
5. Proof of liability insurance coverage.
6. Offeror's emergency response plan.
7. Offeror's on-site safety plan.
8. Offeror's plan for waste and drum handling. Provide information describing recycling of materials and/or proper disposal methods and locations for waste collected.
9. Documentation that all transportation of hazardous waste will be by a hauler holding required DHEC and US DOT authorization.
10. Cost – provide a completed bid tabulation sheet (**a required form, see Appendix A**)
11. Offeror's plan for monitoring costs.
12. Offeror's assurance that they will be responsible for notifying the City (during the event) that the collected amount costs are reaching the total approved budgeted amount for 2018 (\$12,000.00). The City will not be responsible for any amount over that limit unless agreed to by the manager of the event, Tanya Strickland by her signature.

**Waste Status:**

For the collected materials that are not recycled and are to be managed as a waste by the operator, the identified waste will be managed as a hazardous waste and not an exempted waste. These items are to be sorted, packaged, transported, treated and disposed of in accordance with the SC Hazardous Waste Management Regulations R.61-79.292 and 293 to ensure acceptance at an EPA Subtitle C permitted storage, treatment or disposal facility as required by these regulations or any other state and federal hazardous waste program regulations that may be applicable.

**The event operator shall be the generator of the collected materials and will be responsible of signing as the generator on all forms.**

The event operator must also provide:

1. Supplies and equipment necessary to perform the event including, but not limited to personal protective equipment, transport equipment, drums, absorbent, and tables for sorting.
2. Adequate personnel to conduct the event.

The City of North Augusta will provide:

1. Advertising
2. Traffic Control
3. Solid Waste Containers
4. Event Location (the location will be a large commercial parking lot within the City limits)
5. Used Oil and Automotive Battery Disposal

**Acceptable Wastes:**

Antifreeze	Oil Filters	Degreasers	Mineral Spirits
Used Oil	Linseed Oil	Solvents	Engine Degreaser
Brake Fluid	Varnish	Lighter Fluid	Transmission Fluid Cutting Oil
Spot Cleaner	Turpentine	Carburetor Cleaner	Fluorescent bulbs
Fuel Additive	Furniture Stripper	Furniture Polish	Auto Wax
Gasoline	Roofing Tar	Brush Cleaner	Photo Chemicals
Pool Chemicals	Kerosene	Primer	Rubbing Alcohol Paint
Paint Thinner	Adhesive	Shoe Polish	Fertilizers
Herbicides	Pesticides	Household chems	Carpet Cleaner
Nail Polish	Paints (liquid)	Lacquer	Fire extinguishers

## Unacceptable wastes:

Explosives

Biological

Radioactive

Infectious

Medicines

## Proposal Evaluation Criteria:

1. Ability to meet minimum qualifications;
2. Capability to perform all aspects of the project including event date, time, and location.
3. Completeness of proposal.
4. Regulatory compliance history.
5. Cost – **proposal bid sheet (Attachment A) must be submitted with proposal.**

## Contract

Upon selection of an event operator the SWMD will prepare a contract to include the proposal submitted by the operator for signature by all involved parties. The agreed upon prices will serve throughout the contract period and will be in effect for two events, one in 2018 – one in 2019 to be held in May of each year.

The contract will include an optional **one-year extension**. The selected operator may, by agreement of both parties and without significant change in cost or operational procedures, be contracted to conduct additional event(s) in 2020.

2018/2019 North Augusta HHW RFP Bid Tabulation Sheet

A). The total cost of mobilization, setup, demobilization, personnel, equipment, packaging not reflected in the unit prices per material below is: \$ \_\_\_\_\_.

B).	Description of Material	Unit of Measure Liquids = gallons Solids = pounds	Unit Cost (\$)	Minimum Charge	Waste Disposal Method
	Lithium Batteries (lb.)				
	NiCad Batteries (lb.)				
	Alkaline Batteries (lb.)				
	Fire Extinguishers (each)				
	Fluorescent light bulbs (lb.)				
	Mercury (lb.)				
	Instruments w/Mercury				
	Paint in Metal Cans (lb.)				
	Paints Poured Off (gal.)				
	Oil based paint (gal.)				
	Flammables				
	Acids				
	Caustics				
	Herbicides / Pesticides – liquid				
	Herbicides / Pesticides - solid				
	Oxidizers				
	Antifreeze (gal.)				
	Propane (lb.)				
	Aerosols (lb.)				
	Fertilizers (lb.)				
	Solvents (gal)				
	Refrigerant Cylinder (lb.)				
	Unknown materials				
	<i>Other: Specify other materials that you feel we may have omitted (use the same format as above) in the spaces provided.</i>				

Description of Material	Unit of Measure Liquids = gallons Solids = pounds	Unit Cost (\$)	Minimum Charge	Waste Disposal Method

C). Check here (\_\_\_) to confirm that you can notify staff during the event that the maximum amount (\$12,000.00) budgeted for 2018 is approaching.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_