

REQUEST FOR PROPOSALS

Household Hazardous Waste Collection

Intention

The Northfield Township Road District is seeking proposals from qualified environmental services firms to provide OSHA/Hazardous (HazMat) trained personnel for the segregation, packing, disposal and transportation of household chemical wastes (HCW) in accordance with Illinois Environmental Protection Agency standards/guidelines, as required, to support the operation of one-day household hazardous waste collection(s) (HHW) in Northfield Township.

Scope of Work

The contract shall include, but not be limited to, all labor, equipment, materials, supplies, transportation, and disposal costs for the following work:

3 Household Hazardous Waste (HHW) Collection Event(s)

The contractor shall plan, manage, and operate three (3) one-day event(s) to collect, classify, sort, containerize, lab pack, bulk, store, manifest, label, transport, and dispose of household hazardous wastes. All household hazardous wastes collected at the one-day event(s) shall be removed from the site by the end of the same day the collection was conducted. The contractor shall be responsible for final disposition of household hazardous wastes at approved and properly permitted facilities. The three (3) event(s) will be open to the public from 9:00 a.m. to 1:00 p.m. The duration of one-day event will be four (4) hours. The events will be held on a Saturdays, June 2, 2018, August 4, 2018 and October 27, 2018.

Permits, Fees and Governmental Restrictions

The Contractor shall comply with all applicable standards, federal, state and local laws and regulations with respect to all aspects of the work completed for the contract. The Contractor's staff conducting the work shall have current and proper certification according to applicable laws and regulations. The Contractor shall secure all statutory and regulatory authorizations, permits, approvals, certifications, licenses, and insurance necessary to provide the services described herein prior to the commencement of performing the services described herein. Including, but not limited to, staff certifications, licensed waste transporter permits, disposal authorizations and state and federal identification numbers per site location if required. Northfield Township Road District will not pay any fuel or energy related surcharge fees imposed by the Contractor or submitted in any form of payment request by the Contractor.

Supervision

The Contractor shall be responsible for the supervision and direction of their workers. The Contractor is solely responsible for all means, methods, techniques, sequences, and procedures, and for coordinating all portions of the work under the contract.

Eligible Participants

Household hazardous wastes collected at the HHW event(s) must be generated by Northfield Township Residents. The Contractor shall reject all wastes delivered to the events that are not residentially generated, such as wastes generated by commercial or industrial entities.

Acceptable Wastes

The class of "Acceptable Wastes" the Contractor is authorized to collect from Eligible Participants shall include: corrosives, oxidizers, flammable solvents, waste solvents, oil based paint, inorganic poisonous solids, organic poisons and pesticides, waste oils, antifreeze, Pentachlorophenol, Sylvex, 2,4,5-T, and hazardous substances, liquids or solids, not otherwise specified.

Unacceptable Waste

- (a) The class of "Unacceptable Wastes" the Contractor is not authorized to collect from Eligible Participants shall include: explosives, ammunition, televisions/monitors, radioactive materials, medical waste, compressed gas cylinders such as propane or butane tanks or, obviously, non-contaminated wastes, including trash and non-hazardous debris not associated with wastes delivered by collection participants, and materials described herein.
- (b) The class of "Unacceptable Waste" shall include any material generated by any business, institutional, industrial, agricultural, government or commercial entity.
- (c) Asbestos and Mercury in any form or product
- (d) Pool and Photographical Chemicals

Site Provision

Northfield Township Road District will schedule a pre-event meeting with the Contractor at the site location prior to the scheduled event to determine the traffic flow and equipment setup location(s). All sites will be available to the Contractor for setup at 6 am the morning of the event. The Contractor shall clean up all spills and remove all "Oil Dry" or residuals from the site in an approved manner. At the end of the event the Contractor must sweep, remove, and dispose all debris from the parking lot in the vehicle unloading, waste sorting, packaging, and loading area. If Contractor cleanup methods are deemed to be ineffective or incomplete by Northfield Township Road District, the Contractor shall provide a street sweeper to more thoroughly clean the site. The Contractor shall remove all litter derived from the collection event activities and dispose properly, from the vicinity of the event. The Contractor shall ensure that the physical condition of the site after the event is the same as the condition of the site before the event. The Contractor shall be responsible for damages to the site caused by the Contractor. The Contractor shall repair any and all damages to the buildings, grounds, or other physical structures of the site owner caused by their operations or personnel at no expense to the County or site owner.

Safety

The Contractor shall implement engineering controls and work practices, which reduce contamination of work areas or exposure to other employees or persons and to minimize accidents. The Contractor shall take necessary precautions for the safety of its employees, and shall comply with all applicable provisions of federal, state and local safety laws. Northfield Township Road District does not guarantee that any site is safe. The Contractor shall determine whether site conditions are safe for Contractor personnel. Northfield Township Road District staff will be on site and will be able to request changes or modifications to the site safety plan or operations in regards to improving safe practices at the collection site.

Provision of Equipment and Supplies

Contractor shall provide all equipment and supplies to complete and conduct the work described herein including, but not limited to, transport vehicles, personal protective gear, emergency gear, equipment, cubic yard boxes, drums, over pack drums, other packaging materials, dumpsters, tarp or plastic film, emergency eyewash and shower, safety equipment, traffic

cones, decontamination material, spill prevention or cleanup supplies and equipment, portable toilets, lighting, tents, and/or trucks with hydraulic lifts.

Generator Status Assumed by Contractor

The Contractor shall assume generator status for all hazardous waste or waste materials collected, removed, or picked up during services or work described herein. The Contractor is solely responsible for the collection, transportation, storage, treatment and/or disposal of all waste material in strict compliance with applicable laws and regulations, and the terms and conditions of the Northfield Township Road District’s contract with the Contractor.

Manifest Preparation, Waste Profiles, and Waste Tracking Requirements and Reporting

The Contractor shall complete any waste profiles, manifests, bills of lading, and other paperwork necessary for all materials or waste to satisfy requirements of the permitted transfer, storage, or disposal facilities receiving the materials or waste and/or all applicable regulatory authorities, such as, but may not be limited to the Illinois EPA, the U.S. Department of Transportation, and the U.S. EPA. The Contractor shall sign all manifests, upon review of their conformity with all federal and state rules and regulations prior to shipment. Bills of lading will be used when appropriate. Upon request of the Northfield Township Road District, the Contractor shall review all manifests and bills of lading with the Road District’s representative on-site. The Contractor is required to submit proof of proper reuse, certificates of disposal, recycling, treatment, and destruction to the Northfield Township Road District.

Proposal Prices

Each Contractor shall submit proposals for the disposal costs, site mobilization costs and transportation costs. Costs are firm for the length of the agreement.

Mobilization Costs: The Contractor shall propose the price for mobilization for each specified range of vehicles to be served at HHW Collection Event(s). The Contractor shall include costs associated with equipment, supplies, personnel, setup, operations, transportation, non-hazardous waste disposal (packaging, empty containers from participants, and waste from event operations. The event(s) will be open to the public from 9:00 a.m. to 1:00 p.m. The duration of the event will be four (4) hours.

Vehicle Range	Unit Price
Under 250 vehicles	
250 to 499 vehicles	

DISPOSAL COST SHEET

- The disposal cost sheet must be completed in its entirety. Provide a unit cost for each waste stream and waste management method. If a particular drum size and/or cubic yard box would not be used for a specific waste stream and/or waste management method then indicate “No Bid”.
- An additional table is provided for Contractor to list and provide a cost for more environmentally responsible and/or economical waste management methods for specific waste streams that may be available and are not currently listed within Cost Disposal. The additional table is also for waste streams acceptable by the Contractor that are not listed within Disposal Cost Sheet.

- Any and all exceptions to these specifications must be clearly and completely indicated on this cost sheet.
- Gray scaled/shaded boxes are to remain empty.
- Northfield Township Road District does not accept Asbestos, Mercury in any form or product, PCB's Ballast, PCB Transformers, Non PCB Ballast, Non PCB Transformers Photographical Chemicals or Pool Products.

Waste Stream & Waste Management Method	55-Gal Drum	Cubic Yard Box
Aerosols Paints & Solvents		
-Lab-packed & Incinerated		
-Emptied & Recycled		
Aerosols Pesticides & Poisons:		
-Lab-packed & Incinerated		
Batteries, Alkaline:		
- Drummed & Landfilled		
Batteries, Lithium:		
- Drummed & Recycled		
- Recycled		
Batteries, Nickel-Cadmium:		
-Recycled		
Batteries, Other Rechargeable:		
-Recycled		
Corrosives:		
-Aqueous Treated		
--Lab-packed & Incinerated		
Flammable Liquids, bulked:		
-Bulked & Burned for Fuel		
Flammable Liquids, not suitable for bulking:		
-Lab-packed & Incinerated		
-Burned for Fuel		
Flammable Liquids, Toxic:		
-Lab-packed & Incinerated		
-Burned for Fuel		
-Lab-packed & Recycled		
Metallic Paint (Aluminum, Zinc)		
-Incinerated		
Organic Peroxide Liquids:		
-Incinerated		
Oxidizers:		
-Aqueous Treated		
-Lab-packed & Incinerated		
Reactive		
-Lab-packed & Incinerated		

Waste Stream & Waste Management Method		
	55-Gal Drum	Cubic Yard Box
Poison Solids:		
-Lab-packed & Incinerated		
Pool Chemicals		
Antifreeze:		
-Bulked & Redistilled		
-Bulked & Burned for Fuel		
Waste Oils:		
-Bulked & Redistilled		
-Bulked & Burned for Fuel		
Water Reactive:		
-Lab-packed & Incinerated		
-Aqueous Treated		
Latex Paints:		
Bulked & Burned for Fuel		
Bulked & Recycled		
Oil-Based Paints:		
Bulked & Burned for Fuel		
Adhesives, Driveway Sealers, Lab-packed Flammables		
-Incinerated		
-Burned for Fuel		
Fluorescent Lamps:		
-Lab-packed & Recycled		
Compact Fluorescent Lamps:		
-Lab-packed & Recycled		
Hazardous Waste Solids Not Elsewhere Specified in this Proposal:		
-Lab-packed & Incinerated		
Hazardous Waste Liquids Not Elsewhere Specified in this Proposal:		
-Lab-packed & Incinerated		

ADDITIONAL SUPPLIES AND DISPOSAL COST SHEET

In addition to the (3) day chemical event the Township would require the contractor to supply, deliver and pick up for proper recycling the following items. This service would be required from March – November on a monthly / as needed basis. If more environmentally responsible or economical waste management methods are available other than those already listed above, please use the Additional Table below to add to the list.

Additional Table					
Supplies & Waste Stream	Waste Management Method	Container size	Price per Unit	Designated Facility	Comments
Reconditioned steel open top drum		55 gallon			
Reconditioned plastic open top		55 gallon			
Cardboard Cubic Yard Box		4' x 4' x 4'			
Crushed CFL and Fluorescent Bulbs	Crushed into a metal drum	55 gallon drum			
Oil based paint bulked packed	Drained into a metal drum	55 gallon drum			
Latex based paint bulked packed	Average weight of 475 Lbs. (w) drum	55-gal drum			
Alkaline Batteries	Loose packed	55-gal drum			
Lithium Batteries	Loose packed	55 gallon drum			
Ni Cad Batteries	Loose packed	55 gallon drum			

Synopsis for Recycling Event and Supplies

Northfield Township staff will unload HHW waste from residential vehicles and bring the items to a sorting area the contractor has set up. There the contractor will separate, package, label and ship/remove/ dispose of the items accordingly. Five (5) gallon driveway sealers/tars are sorted and placed directly into a cubic yard box on a skid. Latex paints and Oil base paints will be separated by Northfield Township staff and placed into Northfield Township Bins. The bins will remain at the Northfield Township facility for processing at a later time by Northfield Township staff. Northfield Township staff will also collect Fluorescent / CFL Bulbs and process them at the Northfield Township facility.

Northfield Township collects paint and bulbs from March through November. Northfield Township processes these items daily. Northfield Township on average processes approximately twelve (12) 55 gallon drums of bulk recycled latex paint, three (3) 55 gallon drums of bulk recycled oil based paint and one (1) 55 gallon drum of crushed bulbs a month. The contractor would supply reconditioned drums and pick-up for disposal of the 55 gallon drums of paint and bulbs on an agreed upon scheduled time.

Disqualification of Proposals

More than one proposal for the same work described herein from an individual, firm or partnership, a corporation or an association under the same or different names, will not be considered. Reasonable grounds for believing that any party is interested in more than one proposal for the work contemplated will cause the rejection of all proposals in which said party is interested. If there are reasonable grounds for believing that collusion exists among the parties submitting proposals, the proposals of the participants in such collusion will not be considered. **Any faxed or emailed proposals will not be accepted.**

Award of Contract

The award of any Contract may be made to the Contractor who submits the proposal which is in the best interest of the Township as evaluated by Township staff. Such evaluations will include the experience of the Contractor, capability of the Contractor, and other factors deemed by Township staff to be in the best interest of the Township.

In addition, the Township reserves the rights to accept or reject any and all proposals, to waive any informality in any proposals, and to accept any proposals considered advantageous to the Township.

Proposals

All proposals are to be in a sealed envelope and addressed to:

**SEALED PROPOSALS (BID)
Tim Rueckert
Highway Commissioner
Northfield Township Road District
1928 Lehigh Av., Glenview, IL 60026**

**All proposals must be received at Northfield Township Road District Facility
Located at 1928 Lehigh Ave., Glenview, IL 60026
NO Later than 12:00 PM Local time on May 14th, 2018
As the bids will be opened and read out aloud at this time.**