

**KITSAP COUNTY
PUBLIC WORKS DEPARTMENT
SOLID WASTE DIVISION**

FLUORESCENT LAMP RECYCLING



**REQUEST FOR QUOTE
#2009-145**

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REQUEST FOR QUOTE: 2009-145

RESPONSE DEADLINE: September 21, 2009 @ 3:00 PM

Kitsap County Purchasing Office is soliciting quotes for fluorescent lamp recycling. Quotes will be accepted in the Purchasing Office, Kitsap County Courthouse, 614 Division Street, Port Orchard, Washington, before the date and time indicated. After the review process is completed, the quote tabulation will be available for public inspection.

PROJECT DESCRIPTION

1. Contractor shall pick up fluorescent lamps for recycling at the Household Hazardous Waste Collection Facility located at 5551 Imperial Way, Port Orchard, WA 98367 in the Olympic View Industrial Park off Highway 3, or another prearranged site within 7 to 10 work-days after receiving a request from the Facility personnel. Contractor shall provide emergency pick up within forty-eight (48) hours of a verbal request from Facility personnel.
2. Collections must occur Tuesday – Friday, 8 A.M. – 4 P.M. Before collections are made, contractor must call Facility Personnel with a date and time of pick-up.
3. Unless otherwise specified, fluorescent lamps include the following and a unit price for each is required:

DESCRIPTION	UNIT PRICE (per linear foot, per lamp, etc)
Recycle – Linear Fluorescent Lamps	
Recycle – Circular Fluorescent Lamps	
Recycle – Compact Fluorescent Lamps	
Recycle – Shielded Fluorescent Lamps	
Recycle – Miscellaneous HID Lamps	
Recycle – Incandescent Lamps	
Recycle – Broken Fluorescent Lamps (drummed)	
Recycle – Metal Halide Lamps	
Recycle – Mercury Vapor Lamps	
Recycle – Neon Lamps	
Recycle – High/Low Pressure Sodium Lamps	
Recycle – Linear Ultraviolet Lamps	

4. Contract shall provide unit price for the following packaging material and supplies:

4' Lamp Box	
8' Lamp Box	
4' Fiber Drum / 85 count	
4' Fiber Drum / 190 count	
8' Fiber Drum / 85 count	

5. Contractor shall assume responsibility for any spills or discharge, including emergency response and cleanup that occurs during loading or transportation.
6. Drivers must be trained in accident prevention and defensive driving, proper loading and unloading procedures, use of personal protective equipment (PPE), and in emergency response procedures to spills or accidents.
7. Provide contracted services in full compliance with all applicable federal, state, and local laws, regulations, and ordinances, as amended.
8. Contractor shall use licensed and reputable companies and facilities for all collections, transportations, treatment, and recycling of fluorescent lamps.
9. Contractor shall complete any necessary and appropriate paperwork and/or documentation for the fluorescent lamps collected.
10. The County requests detailed information about the Contractor's environmental compliance history, including current applicable solid waste handling permits, Department of Ecology permits Fire Department permits, and PSCAA permits, or equivalent out-of-state permits. Include a history of compliance inspections, violations, and corrective action for the past 3 years. If the material is sent to another facility for final management, please include similar information about the final facility.
11. Contractor shall provide evidence of proper insurance and/or workers' compensation, including coverage for hazardous materials.
12. Contractor shall allow for inspection by representatives of Kitsap County Public Works or the Kitsap County Health District. Entry shall not be unreasonably denied by Contractor, but may be conditioned on the owner or agent of the owner escorting the inspector immediately upon request.
13. Contractor shall maintain all licenses and permits required for the contracted recycling activities. The Contractor shall provide the County copies of licenses and permits upon written request.
14. If this contract is terminated by either party, Contractor must take responsibility for fluorescent lamps received at the HHW Collection Facility until the end of the ten (10) day termination notice period. Contractor will have thirty (30) days after the end of the termination notice period to recycle any remaining fluorescent lamps through this contract, and must comply with all conditions of this contract while doing so.

15. Fluorescent Collection Program History

These numbers are for quote information only and are subject to change without notice.

The typical frequency of requests for pick-ups is: once per month, year-round. The HHW Collection Facility tube volume is less seasonally-affected than other waste streams.

The typical volume of material is: 2-3 full, 5' high pallets of shrink-wrapped 4' boxes of tubes, 20-25 loose boxes of 8' tubes, and 10 each 3'x2'x2' boxes of miscellaneous compact fluorescents, circular fluorescents, and HID lamps. Storage limitations do not allow for volumes much larger before a request for pick-up is made. Requests for tube-packaging supplies occur about every other month.

Pick up requests for crushed tubes (hazardous waste) average one 55-gallon drum two or three times a year.

Mail proposal documents to:

R'Lene J. Orr, Manager
Purchasing Office, MS-20
Kitsap County
614 Division Street
Port Orchard, WA 98366

Quotes maybe faxed or hand delivered to the following:

R'Lene J. Orr, Manager
Purchasing Office, MS-20
Kitsap County
619 Division Street
4th Floor Room 413
Port Orchard, WA 98366
360.337.4638- Fax

Monday-Friday, 8AM to 4:30PM, to the Kitsap County Purchasing Office, 619 Division Street, Port Orchard, Washington.

QUESTIONS REGARDING PROJECT can be referred to Project Coordinator, Rick Gilbert, (360) 337-5692, Kitsap County Department of Public Works Solid Waste Division Monday-Friday 8:00 a.m. to 3:30 p.m. excluding holidays.

Proposals received after 3:00PM on Monday September 21, 2009 will not be considered.

Proposal/purchasing process questions may be directed to either of the people listed below Monday-Friday, 8:00am to 4:30pm, excluding holidays.

R'Lene J. Orr	360-337-4410	or	rorr@co.kitsap.wa.us
Linda Nelson	360-337-7036	or	lnelson@co.kitsap.wa.us

PROPOSAL SHEET

The undersigned Contractor proposes to furnish Kitsap County all labor, equipment, materials for fluorescent lamps recycling at the Household Hazardous Waste Collections Facility.

This proposal is made in accordance with the published description of work and warrants, receipt of which is hereby acknowledged, and is offered in accordance with Request for quote authority by the Kitsap County Purchasing Office.

BIDDER _____

Print company name

SIGNATURE _____

Date

PRINTED NAME _____

TITLE _____

ADDRESS _____

Tax ID # _____

PHONE _____

FAX _____

- Attachments:
- Quote Sheet
- Addenda Receipt (if applicable)
- Insurance Certificate

ADDENDA RECEIPT

Receipt of the following addenda to the subject solicitation documents is hereby acknowledged:

<u>Addendum Number</u>	<u>Date of Receipt of Addendum</u>	<u>Signed Acknowledgement</u>
1	_____	_____
2	_____	_____