



**Teton County Solid Waste and Recycling  
Request for Bids  
Wood Chipping and Disposal Services**

**1) Purpose of Request:**

The County of Teton in the State of Idaho (“County”) is soliciting responses to this request for bids (RFB) for the chipping and disposal of the woody brush and dimensional lumber piles located at the Teton County Transfer Station.

**2) Time Schedule:**

The County will follow the following general timetable:

- a. Issue RFB 9/22/2011.
- b. Companies may submit written questions concerning this RFB to the Contact Person for receipt no later than 5:00 PM local time on 10/6/2011. Questions may be submitted to Margaret Gillentine via email to [mgillentine@co.teton.id.us](mailto:mgillentine@co.teton.id.us) or by facsimile at (208)-354-3442 (call first). Questions received after the stated deadline will not be answered.
- c. Any addenda to the RFB will be posted to the County website ([www.tetoncountyidaho.gov](http://www.tetoncountyidaho.gov)) and available at the Teton County Transfer Station by 5:00 PM local time on 10/3/2011. No oral statement of any person shall modify or otherwise change or affect the terms or conditions stated in the RFB, and changes to the RFB, if any, shall be made in writing only and issued in the form of an Addendum to the RFB and highlighted in the RFB.
- d. Deadline for Submittal of Responses to RFB (opening);
  - i) The deadline for submitting the responses is 10/6/2011 at 10:00 am local time.
  - ii) The RFB submittal opening will occur in the Public Works Director’s office on 10/6/2011 at 10:15 am local time and a recommendation will be made to the Commissioners and selection will be made 10/10/2011 at 10:00 am.

**3) Instructions to Proposers:**

- a. All responses shall be sent to:  
Margaret Gillentine / Solid Waste and Recycling Supervisor  
Teton County  
150 Courthouse Drive  
Driggs, ID 83422  
208-354-3443  
Or hand delivered to the County Clerk/Recorder office at 150 Courthouse Drive, Driggs, Idaho.
- b. Please place three (3) copies of your bid in a sealed envelope and clearly label “Bid for “Chipping and Disposal of Wood Services” and the name of the respondent.

- c. Bids should be prepared simply and economically, providing a straight forward, concise description of provider capabilities to satisfy the requirements of the request. Using both sides of paper sheets for submittals to the County is desirable whenever practicable.
- d. An authorized representative of the firm must complete and sign at least one (1) original of its bid. This can be addressed in the cover letter.
- e. The County welcomes potential Contractors to visit the Teton County Transfer Station and Recycling Center to better understand the dynamics, operations, location and access throughout the facility. During the visit the Contractor will be able to view the piles included in this proposal. Such visits are by appointment only.
- f. To set up a site visit or for any questions concerning the RFB contact Margaret Gillentine / Solid Waste Supervisor at (208)-354-3443 or by email [mgillentine@co.teton.id.us](mailto:mgillentine@co.teton.id.us).

**4) Terms and Conditions:**

- a. The County reserves the right to reject any and all bids, and to waive minor irregularities in any RFB response.
- b. The County reserves the right to request clarification of the information submitted, and to request additional information from any respondent.
- c. Any RFB response may be withdrawn up until the date and time set above for opening of the RFB responses.

**5) Background and Transfer Station Operation:**

The County currently collects and stores dimensional lumber and brush at the Teton County Transfer Station and Recycling Center, located east of the City of Driggs at 1088 Cemetery Road, Driggs, ID.

The County currently stockpiles wood in two piles:

- a. Dimensional Lumber Pile
- b. Woody Brush Pile (transfer station)

The Teton County Transfer Station operates Tuesday thru Friday 8 am – 3pm and Saturday 9am – 1pm.

**6) Scope of Services:**

All material from the two piles described above shall be removed down to the soil below. The dimensional lumber pad and woody brush pad shall be cleaned of loose debris and bucket smoothed at completion of grinding operation.

All material chipping and removal operation must occur during regular Transfer Station hours.

The processing of the wood waste piles shall, at a minimum, include the following:

- a. Recycling or reuse of the wood included in the piles.
- b. The proper disposal of items that cannot be recycled or reused.

Contractor shall be solely responsible for the safety of Contractor's employees and others relative to Contractor's work, work procedures, material, equipment, transportation, signage and related activities and equipment. No new material will be added to the existing piles once the contract is executed.

The contractor shall operate in compliance with OSHA and DOT regulations.

Contractors shall possess and keep in force all licenses, business permits and other permits required to perform the services of this agreement.

The Contractor shall weigh all material removed through the certified scale at the Teton County Transfer Station.

Payment for materials processes shall be based on the weight of the material removed from the site. The payment for the piles will be based on the chipped material price minus (-) the variance charge. The variance shall include all costs associated with the handling, freight, profit and overhead.

**7) Submittal Requirements:**

The Contractor shall provide a description and history of the Contractor emphasizing the Contractor's resources and expertise in the area(s) relevant to this RFB.

Clearly indicate where wood waste will be hauled for recycling/reuse and where non-recyclable materials will be disposed of.

The bid response shall include the Bidder Response Form with all Addenda acknowledged on the form.

Provide an estimated schedule for wood waste removal from the Transfer Station. Bidder agrees that the Work will be substantially complete within 15 working days after the date when the Contract Times commence to run.

It is mutually agreed that the time for the commencement and completion of the work will affect the operation of the transfer station. In view of this fact it is agreed that in the even the County recognizes suffering, County will charge the contractor an additional \$500 per day for each calendar day that work remains uncompleted beyond the date specified for the completion of the work. Completion of the work will be when each pile has been removed and each location bucket smoothed.

**8) Selection Criteria:**

Each bid shall be evaluated based on the following criteria:

- a. Fees, cost(s) and potential revenues.
- b. Estimated time to remove wood waste piles from the Transfer Station and Landfill.
- c. Contractor's qualifications including company compliance history with OSHA, DOT and applicable Federal and State environmental regulations.

All responsive submittals shall be reviewed. The County will rank all bids based on the criteria.

The County will attempt to reach a final contract with the first ranked Contractor. If negotiations with the first ranked Contractor fail, the County will proceed with the next highest ranked Contractor.

The County anticipates execution of contract within 45 days of RFB opening.



## Bidder Response Form

Bidder's Corporation/Partnership Name: \_\_\_\_\_

Bidder's Business Address: \_\_\_\_\_

Bidder's Phone Number: \_\_\_\_\_ Bidder's Fax: \_\_\_\_\_

Bidder's Email: \_\_\_\_\_

By (Signature): \_\_\_\_\_

Name (typed or printed): \_\_\_\_\_

SUBMITTED ON: \_\_\_\_\_

### Wood Chipping and Removal from Transfer Station

Item No.	Description	Commodity Price/Ton	Variance Charge/Ton	Net Price/Ton
1	Dimensional Lumber Pile Chipping and Removal			
2	Woody Brush Pile Chipping and Removal			

Bid prices listed shall include all applicable taxes and fees.

Distance to chip recycle/reuse location: \_\_\_\_\_

Estimated start date and finish date to remove piles: \_\_\_\_\_

Non recyclable/reusable material disposal location: \_\_\_\_\_

Attach additional material as required to meet submittal requirements.