



Environmental Services Dept.
P.O. Box 979
2141 Old St. James Rd.
Rolla, MO 65402
573-364-6693
573-364-3648 (fax)

May 1, 2023

Solid Waste Management Professional:

The Phelps County Landfill Board (PCLB) is seeking bids/proposals for the operation (facility operation, transportation and disposal of waste) of the Phelps County Transfer Station. This transfer station is located in Rolla, Missouri. On behalf of the PCLB, I would like to invite you to submit a bid/proposal. I have enclosed a bid packet for your consideration. The deadline for submittal of a bid proposal is 11:00 a.m. on July 19, 2023. If you have any questions, or would like to receive a copy of the current operating contract and/or permit, please feel free to contact me at 573-364-6693 or bwilson@rollacity.org.

Sincerely,

Brady Wilson, Director
City of Rolla, Environmental Services Department

**REQUEST FOR BIDS
TO PROVIDE OPERATING/TRANSPORTATION/DISPOSAL SERVICES FOR
THE PHELPS COUNTY TRANSFER STATION**

The Phelps County Landfill Board (The Board) is seeking bids/proposals for the operation of the Phelps County Transfer Station (Transfer Station) located in Rolla, Missouri. The Transfer Station is a publicly owned facility. The operation of the Transfer Station includes the loading and processing of all waste received, as well as transportation and disposal of all solid waste. The permitted capacity for the Transfer Station is 350 TPD. The average daily tonnage received currently (1st quarter of 2023) at the Transfer Station is approximately 130 TPD.

Sealed bids will be accepted in the office of the Rolla City Clerk located at Rolla City Hall, 901 North Elm Street, P.O. Box 979, Rolla, MO 65402. **Envelopes should be clearly marked on the outside as “BID: PHELPS COUNTY TRANSFER STATION”. The deadline for submitting a bid is 11:00 a.m. on Wednesday, July 19, 2023** at which time sealed bids will be publicly opened and read aloud for the:

Letting of a contract for the operation of the Transfer Station including the transportation and disposal of the refuse from the Transfer Station.

Bidders must hold all applicable current state and federal permits and licenses necessary to operate a transfer station, transport and dispose of solid waste, and comply in all respects with local, state and federal statutes, ordinances, rules and regulations applicable to the hauling, transporting, and disposal of solid waste.

The selected bidder (Operator) shall be responsible for operating the Transfer Station within the terms of the operating permit and the operating contract/agreement, providing the necessary staff, tools and equipment for the proper operation of the Transfer Station, including transportation and disposal of all solid waste from the Transfer Station at an approved landfill, and shall pay all costs associated therewith.

Complete bid documents are available in the Environmental Services office at the Rolla Recycling Center, 2141 Old St. James Road in Rolla, Missouri. All bids must be submitted on the Bid Form included in the Bid Document package.

All inquiries regarding this solicitation should be directed to:

Mr. Brady Wilson, Environmental Services Director
City of Rolla
P.O. Box 979
Rolla, MO 65402

Telephone: 573-364-6693
Fax: 573-364-3648
Email: bwilson@rollacity.org

The Phelps County Landfill Board reserves the right to reject all bids, to waive informalities or irregularities, and to determine which bid is the lowest and/or most advantageous to The Board and the population served by The Board.

The term of the Contract will be five (5) years with an option for an additional five (5) year extension upon mutual consent. The Contract will commence on February 23, 2024.

The Operator will be required to comply with the President's Executive Order No. 11246 regarding nondiscrimination in employment, and must comply with applicable provisions of the Federal Fair Labor Standards.

The Operator shall be responsible for disposal of all solid waste from the Transfer Station at a permitted Subtitle D landfill contracted with, or owned by, the Operator and approved by The Board. While under contract, The Operator shall pay all associated costs and expenses, including equipment, trailer, trucks, facility repairs and maintenance (including the scales and scale house), personnel, permit and license fees, and tipping charges (including all applicable taxes and surcharges). The Contract will contain provisions for penalties in the event of non-compliance.

There will be a pre-operational inspection of the facility to determine and document (video) the condition of the premises. This will include an inspection and calibration of the scales to be paid for by The Board. The Contract will require the Operator to be responsible for repairs/damage to the facility beyond normal wear and tear, excluding acts of God (e.g., tornado damage). The Operator will be responsible for maintaining the roadways on the property leading to, and surrounding the Transfer Station as well as mowing the grass regularly as needed.

The Operator shall be responsible for the removal and disposal of the liquid waste/leachate (and all associated costs) resulting from the operation of the Transfer Station. The liquid waste is contained in underground holding tanks until pumped out as needed. The liquid waste may be disposed of at the City of Rolla Wastewater Treatment Plant at a rate determined by the City of Rolla Public Works Department.

The Phelps County Landfill Board will lease the Transfer Station to the Operator for the term of the Contract at a rate of \$3,000 per month.

All bids shall reflect/include all local, state and federal fees and charges provided for by law. The Operator of the Transfer Station will be required to collect at \$2.50/ton surcharge on behalf of, and remitted to the Phelps County Landfill Board on a monthly basis. **All bids submitted for operation of the Transfer Station shall include this \$2.50/ton surcharge in the price per ton being bid.**

The per ton price being bid for operation of the Transfer Station should reflect a gate rate of \$10.00 plus pro-rated applicable fees, taxes and surcharges, for minimum loads of 500 pounds or less of refuse hauled by private citizens (excluding for-profit entities).

The Operator will sign and submit a request to MoDNR for a permit modification to include the operator's name (and any subcontractor's) on the facility's operating permit.

The Operator shall furnish a surety bond for the amount of \$50,000 as security for the faithful performance of the requirements of the contract. The surety on such bond shall be a duly authorized surety company satisfactory to the Phelps County Landfill Board.

A Bid Bond of \$5,000 will be required with the submittal of each bid.

PHELPS COUNTY TRANSFER STATION

BID DOCUMENT

(return this form with each bid submitted)

The following bid is submitted by: **(please print or type the following information)**

Company Name: _____

Contact Person: _____ Telephone: _____

Mailing Address: _____

Signature of Authorized Representative: _____ Date: _____

Print Name and Title of Person Signing Above: _____

The following price is submitted for the **operation of, and the transportation and disposal** of solid waste from the **Phelps County Transfer Station** as specified in the solicitation documents and subject to contract terms:

Price per ton February 23, 2024 – February 22, 2025: _____

Price per ton February 23, 2025 – February 22, 2026: _____

Price per ton February 23, 2026 – February 22, 2027: _____

Price per ton February 23, 2027 – February 22, 2028: _____

Price per ton February 23, 2028 – February 22, 2029: _____

List any non-regulated wastes that your company would not be willing to accept and therefore would need to be disposed elsewhere or direct-hauled to a landfill:

Additional Comments/Information:

The Board will consider past performance and violation history when considering award of the bid. Please submit names and telephone numbers of customers for which you are currently providing similar services or have provided similar services to in the past.

Contact Name: _____ Telephone: _____

Contact Name: _____ Telephone: _____

Contact Name: _____ Telephone: _____

Attach Bid Bond Here