



HANCOCK COUNTY BOARD OF SUPERVISORS

FLORENCE (SIS) GREIMAN • GARY RAYHONS • JERRY J. TLACH
855 State Street, PO Box 70, Garner, Iowa 50438 • 641-923-3421 • 641-923-4191 fax

Request for Quote (RFQ):

Collection, Transportation, and Disposal of Rural Recycling for Hancock County, IA

Hancock County Board of Supervisors are seeking quotations on collection, transportation, and disposal of rural recycling for Hancock County, IA for the three fiscal year(s) ending June 30, 2025, 2026, 2027. The attached specifications shall apply to the Rural Recycling program. Contractor shall use the Hancock County Bidding Proposal form provided with this specification.

Quotes will be received at the Hancock County Courthouse, Auditor's Office, 855 State Street, Garner, IA 50438 up to the hour of **3:00 p.m. local time, Friday, June 21, 2024**. Quotes are accepted by email to michellek.eisenman@hancockcountyaia.org

On June 24, 2024, at 10:00 a.m., local time, at a meeting of the Board of Supervisors for Hancock County in the Board Chambers, Hancock County Courthouse, 855 State Street, Garner, IA will review the quotes and consider the Award of the Contract.

The Board of Supervisors reserves the right to waive noncompliance on minor technicalities on this specification and to reject any or all bids if deemed in the best interest of Hancock County.

Specific Requirements:

1) Term:

The contract will commence as of the 1st day of July 2024, and will terminate on the 30th of June 2025, and thereafter shall automatically renew for an additional two years unless either party gives the other at least ninety (90) day advanced written notice of the intention to terminate the contract at the end of the then current term. All notices shall be served by certified mail, return receipt requested, or by a nationally recognized overnight courier service. If Contractor exercises the option not to renew, Contractor will not be allowed to bid at the next request for quotations.

2) Locations:

Recycling collection sites shall be located at four (4) Hancock County Secondary Road satellite sheds:

- Crystal Lake 465 S. State Ave, Crystal Lake, IA 50432
- Kanawha 201 W. Railroad St, Kanawha, IA 50447
- Klemme 201 W. Jerusalem St, Klemme, IA 50449
- Miller 1966 290th St, Garner, IA 50438

3) Frequency of Pickup(s):

All four sites will be serviced every other week with the possibility of an on-call basis more frequently as needed. Locations do not have to be picked up in the same week, contractor can determine own necessary site rotation. On an average monthly basis assume 17 total recycling pickups or 204 pickups annually.



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4) **Required Recycling Containers Size:**

Contractor shall provide 40 cubic yard dumpsters with custom sized slots to avoid non-recyclables from being discarded in them.

5) **Invoices and Payment:**

Invoices shall be submitted by the Contractor on a Monthly basis. The County shall have thirty (30) days from the invoice date to remit payment in full.

6) **Adjustment of Rates:**

Pricing shall remain fixed for the first 12 months of the contract. On each fiscal year (July 1) start date, the rates may be modified according to the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) Midwest Region. In addition, any new increases in federal, state, county, local or other taxes, fees, fuel surcharges or similar charges relating to the collection and disposal of the County's recycling.

7) **Collection Operations:**

The contractor shall furnish all labor and equipment as necessary and adequate to insure satisfactory collection and transportation of recyclables. The Contractor shall make every effort to maintain established pickups even though conditions such as the weather may be adverse. Containers shall be handled with reasonable care to avoid damage and replaced in an upright position. Any contents spilled shall be cleaned up and disposed of immediately in a work-like manner and all work to be performed hereunder shall be done so to protect to the highest extent possible the public health and safety.

8) **Contractor Insurance:**

The Contractor shall maintain, at its own cost and expense, adequate insurance policies from licensed carriers covering the services, including, but not limited to, Commercial General Liability and Commercial Automobile Liability policies.

9) **Recyclables:**

Aluminum Cans - empty
Steel and Tin Cans – empty
PET bottles with the symbol #1 with screw tops only – empty
HDPE plastic bottles with the symbol #2 – empty
Plastic containers with symbols #3 thru #7 – empty
Aseptic containers – empty
Cartons – empty
Phone books, Magazines, Newspaper, Mail
Uncoated paperboard
Uncoated printing, writing, and office paper
Old corrugated containers/cardboard (uncoated)

