



111 South Street, Suite 203, Bennington, VT 05201 (802) 442-0713 (802) 442-0439 fax

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## REQUEST FOR PROPOSALS

*For the Vermont Towns of  
Arlington, Dorset, Manchester, Rupert, Sandgate, & Sunderland*

**Collection events for the following materials:  
Household Hazardous Waste, Conditionally Exempt Generator Waste,  
Electronic Waste & Freon Items**

**2 Collection Events ~ Spring & Fall 2011**

The Bennington County Regional Commission (BCRC), on behalf of the Towns of Arlington, Dorset, Manchester, Rupert, Sandgate, and Sunderland, is currently seeking proposals for two (2) single-day collection events for material collection and disposal.

As required by the State of Vermont, these six towns work collaboratively to hold two single-day collection events annually, at which all residents and small businesses of these towns are able to dispose of household hazardous waste (HHW) and conditionally exempt generator waste (CEG). The events, referred to as “HHW events”, are normally held at a central location in Bennington County from 8:00AM until Noon on a designated Saturday in the spring and fall of each year.

Most of the other regions in the State of Vermont have Solid Waste Districts that manage HHW events on behalf of their residents. However, there is no Solid Waste District in Bennington County; thus, BCRC contracts with the six towns for the management of HHW events to ensure that HHW and CEG waste are properly handled by a licensed hauler.

In 2010, the BCRC held its two annual Household Hazardous Waste (HHW) collection events in combination with the collection of electronics for recycling and Freon items for proper disposal. A total of 182 households and small businesses from the six towns attended these events. In 2009, participation totaled 412.

A flyer is enclosed for reference purposes, outlining the materials accepted at events. At the Fall 2010 event, 110 pounds of fluorescent bulbs, 13 Freon items, 10,600 pounds of electronics, seven 55-gallon drums of HHW/CEG waste, and three 5-gallon containers of various types of batteries (HHW/CEG) were collected. Previous events have yielded higher quantities of the above materials; one event in 2007 yielded 550 pounds of fluorescent bulbs, 84 Freon items, and 29,000 pounds of electronics.

This RFP is for any or all of the components of the two annual events. Bidders must submit a separate proposal for each component they wish to bid on. Each event component proposal must include a separate explanation of, and cost estimate for, that component. HHW proposals must include CEG.

***Proposals will be accepted for each of the following components:***

- 1. Household Hazardous Waste & Conditionally-Exempt Generator Waste**  
Including fluorescent bulbs and tubes, pesticides, non-latex paints, cleaners, and the like.
- 2. Freon Items**  
Including air conditioners, freezers, refrigerators, and the like.
- 3. Electronics**  
Including computers, printers, telephones, microwaves, radios, and the like.

Multiple proposals from the same bidder need not be mailed separately.

Proposals must clearly identify on the cover or in the cover letter which event component(s) are included.

Proposals must be for both the spring and fall 2011 events; dates and locations to be determined once sub-contracts have been awarded.

***Responses to this RFP should consist of:***

- A cover letter expressing interest in working with the BCRC and the towns mentioned above on the two proposed events.
- A brief description of the approach to be taken to carry out the collection events. A separate description for each event component is preferred.
- A thorough explanation of the destination of the wastes collected (i.e. outline where the HHW will be transported to, who will be responsible for recycling the electronics and the destination, who will be responsible for draining the Freon from items, where will the scrap metal be transported to once the Freon is drained, etc.)
- Documentation of relevant experience, qualifications, insurances, and licenses.
- Proposed costs of the events - specify all individual line item costs of fixed fee and variable expenses associated with set up, transportation, delivery/removal, disposal/recycling, etc. Costs should be specified by type of material and quantity.
- Key personnel that will be on-site at the events.
- Contingency plan to include an explanation of how the bidder proposes to meet the demand of waste collection if containers fill up quicker than anticipated.
- Any other information applicable to the project.

Proposals from interested parties must be received at the BCRC office no later than close of business on Friday, February 18<sup>th</sup>, 2011. Electronic or hard copy submissions will be accepted.

The BCRC, in consultation with the participating municipalities, reserves the right to accept or reject any proposals.

***The criteria used in the evaluation of the proposals will include:***

- Clarity of the proposal and its responsiveness to complete the project.
- The respondent's experience and qualifications to perform the requested services.
- The extent to which the respondent demonstrates an ability to work effectively and coordinate activities with local officials and interested parties.
- The fee to support the work program/submission.

Direct all inquiries and submissions to:

Lissa Stark  
Special Projects Manager  
Bennington County Regional Commission  
111 South Street, Suite 203  
Bennington, VT 05201  
Telephone: (802) 442-0713 ext. 2 or (802) 442-0438 direct line  
Fax: (802) 442-0439  
E-Mail: [lstark@bcrcvt.org](mailto:lstark@bcrcvt.org)

Enclosure: 2010 Flyer

CC: Towns of Arlington, Dorset, Manchester, Rupert, Sandgate, and Sunderland

# HOUSEHOLD HAZARDOUS WASTE COLLECTION

For Residents & Small Businesses of:  
Arlington, Dorset, Manchester, Rupert, Sandgate, & Sunderland



**Saturday, October 2, 2010**  
**8:00AM to Noon**  
**Fisher Elementary School**  
**East Arlington Road, Arlington, VT**

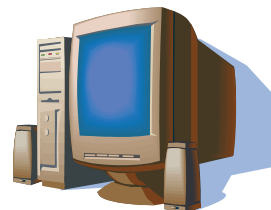
Acceptable proof of residency will be required. The collection is FREE for residents. Small businesses will be charged for the amount of material delivered; payment due upon delivery.  
~ Businesses must pre-register for the events ~

## ACCEPTED HHW MATERIALS:

Pesticide/Herbicides	Antifreeze	Kitchen Cleaners	Rust Proofer
Insect Sprays/Strips	Trans/Brake Fluid	Floor/Carpet Cleaners	Oil/Lead Paint
Pool Chemicals	Mothballs	Fluorescent Bulbs/CFLs	Paint Thinners
Flea Powder	Gas Treatments	Photo Chemicals	Degreaser/Solvent
Fertilizers	Radiator Flusher	Chemistry/Art Supplies	Wood Preserve
Rodent Killer	Roofing Tar/Asphalt	Acid/Fluids/Carb Cleaner	Stain/Varnish

## OTHER ACCEPTED MATERIALS:

Computers	Telephones	VCRs
Keyboards/Mice	Stereos	Cameras
Television Sets	Cell Phones	DVD Players
Alarm Clocks	Printers	Small Copiers
A/C Units	Freezers	Refrigerators



**What Not to Bring:** Latex paint, auto & alkaline batteries, used motor oil, radioactive materials, tires, explosives (ammunition/fireworks), furniture, bulky items, mattresses, scrap metal, appliances.

**NOTE: Scrap metal, appliances, bulky items, and furniture will NOT be accepted.**

**Sponsored By:** Towns of Arlington, Dorset, Manchester, Rupert, Sandgate, Sunderland, Bennington County Regional Commission, Vermont Agency of Natural Resources, Vermont Agency of Agriculture, and Arlington School District.

Contact Lissa at the BCRC at [lstark@bcrcvt.org](mailto:lstark@bcrcvt.org) or 442-0713 for more information and business pre-registration.

**[www.bcrsolidwaste.com](http://www.bcrsolidwaste.com)**