



Resource Recovery and Recycling Authority of Southwest Oakland County



Request for Proposals

RFP-010922

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities

January 9, 2023

Procurement Managed by:

Resource Recycling Systems

Engineers and Consultants in Resource Management

416 Longshore Drive Ann Arbor, MI 48105

www.recycle.com



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RRRASOC

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Section I. Procurement Overview and Scope of Services

The Resource Recovery and Recycling Authority of Southwest Oakland County (“RRRASOC”) is an intergovernmental, municipal solid waste authority created in 1989. It includes the nine Member Communities of Farmington, Farmington Hills, Village of Milford, Milford Township, Novi, South Lyon, Southfield, Walled Lake, and Wixom.

Our purpose is establishing and operating solid waste management projects that feature intergovernmental cooperation, economies of scale, and a combination of environmental responsibility and fiscal soundness. RRRASOC, together with its Member Communities, maintains a tradition of providing innovative and cost-effective services through intergovernmental cooperation and public/private partnerships, developing award-winning solid waste programs, improving services, and lowering costs. RRRASOC is designated in the Oakland County Solid Waste Management Plan (“the Plan”) as a model demonstration for other Oakland County communities of how public/private partnerships can provide viable, innovative, cost effective, and sustainable solid waste management solutions for area municipalities.

Consistent with this goal, since 1994 RRRASOC has been operating through its private sector service partners under long term contracts to provide services for RRRASOC member communities that include a material recovery facility (MRF), curbside refuse/recycling/yard waste collection, landfill disposal of refuse, composting of yard waste, regular household hazardous waste, electronic waste and confidential document shredding collection events, recycling drop-off services and consumer education and information sharing.

The RRRASOC Materials Recovery Facility (MRF) was originally built in 1994. The facility was built on the site of a vacant manufacturing facility, symbolizing RRRASOC’s commitment to “recycling” the urban infrastructure. Following a large fire in 2014, in partnership with its private operating contractor, ReCommunity Recycling (now Republic Services), RRRASOC repaired the MRF and installed a state-of-the-art single stream processing system in 2016. The MRF designed processing capacity is up to 20 tons of recyclable material per hour from residential curbside recycling programs, commercial and industrial businesses and items collected from the two recycling drop-off sites. One of the drop off sites is at the RRRASOC MRF.

The MRF building is approximately 53,000 square feet, with approximately 48,000 square feet devoted to processing, storage, and shipment of the recyclable materials. The MRF is located at 20000 West Eight Mile Road in Southfield, at the northeast corner of Eight Mile and Evergreen.

Materials collected at this facility are shipped to various commodity markets to be part of the critical supply chain, creating products that are necessary for everyday living.

RRRASOC has more than 288,000 residents located throughout the nine Member Communities. The curbside recyclables from nearly 74,400 households are directed to the RRRASOC MRF through MRF Services Agreements between RRRASOC and its Members Communities, with corresponding contractual requirements between those communities and their contracted solid waste service providers. Attachment D contains a detailed 2021 RRRASOC Annual Report with service descriptions and performance data.

Approximately 15,600 tons per year of the MRF throughput is from the curbside and drop off programs of the RRRASOC Member Communities. Those tons are currently subject to a revenue sharing formula, wherein any Average Commodity Revenue (ACR) above the current



Target Price of \$88.63 is shared 50% / 50% between RRRASOC and the contracted MRF operator. RRRASOC and its Member Communities pay no tip fees or other costs when the ACR is below the Target Price.

The most recent composition analysis is as follows:

- News #8: 15.14%
- OCC: 12.52%
- Mixed Paper: 34.93%
- Mixed Glass: 11.23%
- PET: 4.82%
- HDPE Natural: 1.17%
- HDPE Colored: 1.30%
- Rigid Plastics: 1.79%
- Mixed Plastics 4-7: 2.52%
- Aluminum: 0.29%
- Steel Cans: 2.60%
- Scrap Metal: 1.38%
- Aseptic Packaging: 0.43%
- Residue: 9.88%

Any additional tons processed at the MRF are considered Merchant Tons, either delivered by the MRF Operator or through arrangements with other haulers or communities. RRRASOC currently receives Host Fees of \$5.90 per ton for residential single stream material and \$2.36 per ton for commercial material.

The current contracted MRF operator is Republic Services.

New Partners being Recruited: With the current service partnership contract set to expire on September 30, 2023, RRRASOC is now preparing for the future and the demands for the next generation of solid waste management services by seeking new partners to ensure that our communities continue to provide high quality services that are fiscally sustainable and environmentally responsible.

Towards that end, RRRASOC is seeking sealed technical and cost proposals for a contractor to provide for one or more of the following: 1) Operate and Maintain, including repair/upgrade, of the RRRASOC MRF; 2) the processing and marketing of commingled residential recyclables generated by residents of RRRASOC member communities; and/or 3) related recycling services the vendor believes to be in the best interests of RRRASOC and its Member Communities. Proposals are being sought for any or all of these services.

Based on the contract end date of September 30, 2023, RRRASOC wants to complete a competitive procurement process to select new vendor(s) to implement their facilities/service plan for RRRASOC's next contract to begin October 1, 2023.

The current contracted MRF operator, Republic Services, has the right to extend the current contract, as-is, for a period of two years and has until March 31, 2023 to notify RRRASOC of its intent to exercise that option. Should Republic Services avail itself of



that extension option, responses to this RFP will remain in the confidential possession of RRS and not be made publicly available. If the extension option is not executed prior to March 31, 2023, the responses to the RFP will be provided to the RRRASOC Board of Directors for review, analysis, and consideration.

OBJECTIVE

RRRASOC is seeking proposals from qualified vendors to perform the following services:

1. To receive recyclable materials delivered to the RRRASOC MRF by the RRRASOC Communities and their collection contractor(s), sort/process those materials, and ensure the delivery of those materials to end markets.
2. RRRASOC encourages and will consider allowing outside third-party material to be brought to the MRF based on a host-fee and/or processing credit/revenue sharing model wherein RRRASOC receives revenue based on inbound volume from outside of the RRRASOC curbside and drop off programs.
3. RRRASOC will consider proposals to: 1) Upgrade, equip, and modify as needed and operate the MRF; 2) Use the RRRASOC MRF to transload recyclables to an offsite MRF for sorting and processing or direct haul to an offsite MRF; and/or, 3) Any other alternative use of the MRF site to the benefit materials management programs of RRRASOC and its Member Communities. Parties interested in proposing for item 2 are encouraged to include a proposal for item 3.



Section II. General Information & Instruction

The following section contains general information and instructions for the submission of proposals for operation of the RRRASOC MRF, processing and marketing of RRRASOC residential recyclables and/or provision of related recycling services.

A. ISSUING OFFICE

The procurement is being managed by Resource Recycling Systems, Inc. (RRS) and this RFP is being issued on behalf of RRRASOC and its Member Communities. To maintain the integrity of this procurement, all correspondence or questions concerning this RFP must be submitted in writing (letter, fax or e-mail) to the following RRS representatives. Failure to do so may result in disqualification of your proposal:

David Stead, Vice President
Resource Recycling Systems (RRS)
416 Longshore Drive
Ann Arbor, MI 41805
Phone: (734) 996-1361 X-
Fax: (734) 996-5595
E-Mail: dstead@recycle.com

Replies will be issued by addenda if there is a material change to the specifications, then mailed or delivered, to all parties recorded by RRS as having obtained the proposal documents. RRS reserves the right to deliver addenda electronically. Questions received less than five (5) days prior to the date of opening will not be answered by formal written addenda. Oral interpretations or clarifications will be without legal effect.

B. KEY DATES AND TIMES

RFP Release Date	January 9, 2023
Pre-Proposal Meeting and Site Tour	January 19, 2023
Proposal Submission Deadline	March 13, 2023
Interview/Proposal Clarification Phase Begins	April 3, 2023
Targeted Award of Contract Date	April 27, 2023 - tentative
Contract Start Date	October 1, 2023

C. RRRASOC MRF TOUR AND PRE-PROPOSAL MEETING

A pre-proposal meeting and site tour of the MRF is scheduled for Thursday, January 19, 2023, at 9 am. If a pre-proposal meeting is held, it will not be a mandatory meeting; however, neither RRS nor RRRASOC will be responsible for providing respondents who are not present with any information provided at this meeting, unless it results in a material change in the requested information contained within this RFP.

D. SUBMISSION DEADLINE

Sealed technical and cost proposals need to be received March 13, 2023 until 5:00 p.m. Eastern Standard Time, United States. Proposers shall submit electronic files in Portable Document File (PDF) format to Resource Recycling Systems, Inc. at the following

January 9, 2023 RRRASOC Request for Proposal
MRF Operation, Recycling Processing/Marketing and Related Recycling Services



address:

Resource Recycling Systems (RRS)
416 Longshore Drive
Ann Arbor, MI 41805
Attention: RRRASOC System Procurement Manager
Email: dstead@recycle.com

All proposals shall be clearly marked **"RFP-010922: REQUEST FOR PROPOSALS TO PROVIDE FOR THE OPERATION OF THE RRRASOC MRF, PROCESSING AND MARKETING OF RRRASOC RESIDENTIAL RECYCLABLES AND RELATED RECYCLING OPPORTUNITIES"** along with the name and address of the Proposer and shall be accompanied by a Bid Bond and all required documents. Proposer assumes all risks in using any other delivery system, including, but not limited to the risk that its proposal will not be delivered before submission deadline.

Late submittals will not be accepted. Failure to provide a bid bond will result in disqualification. RRRASOC reserves the right to accept or reject any and all proposals received or waive any irregularity or informality.

Proposals may be modified or withdrawn by an appropriate document duly executed and delivered by March 13, 2023. After the proposal opening, all proposals shall remain open for two hundred twenty (220) days.

E. INSURANCE REQUIREMENTS

Appropriate insurance coverages are required and shall be the responsibility of the Contractor and facility. The Contractor shall specify all coverage's and amounts applicable to the services and contract obligations. RRRASOC reserves the right to request additional coverages be carried.

The Contractor shall purchase and maintain such insurance as will protect it from claims which may arise out of or result from the Contractor's performance of the Agreement, whether such execution be by Contractor or by a subcontractor or by anyone directly employed by any of them:

- Commercial General Liability Insurance - General Aggregate Limit - \$3,000,000
- Injury Limit - \$1,000,000
- Each Occurrence Limit - \$1,000,000
- Comprehensive Automobile Liability, Bodily Injury & Property Damage Liability Limit Each Occurrence - \$1,000,000

The Contractor shall procure and maintain at its own expense, during the term, in accordance with the provisions of the laws of the state of Michigan, Workmen's Compensation Insurance, including occupational disease provisions, for all of its employees at the MRF.

The above minimum coverage's may be obtained through the primary insurance or any combination of primary and umbrella insurance. In addition, the General Aggregate Limit shall be required on a per project basis.

Insurance should be placed with a carrier with an AM Best Rating of at least an A-.

A Certificate of Insurance acceptable to the RRRASOC and naming RRRASOC as an additional insured shall be delivered to RRRASOC prior to the Commencement Date. This Certificate shall contain a provision that to the effect that coverages afforded under the policies will not be



canceled unless at least sixty (60) calendar days prior written notice has been given to the RRRASOC.

Contractor Responsibility – The Contractor expressly understands that the insurance requirements as outlined above are minimum requirements to be met under this Agreement and does not in any manner represent that the limits, coverage, or policy forms are sufficient or adequate to protect the interest or liability of the Contractor and/or its Subcontractors.

F. BID BOND

All proposals submitted for consideration must contain a bid bond in the amount of five thousand dollars (\$5,000.00). This Bid Bond must be in the form of a certified check drawn on a solvent bank or by an approved surety company payable to RRRASOC otherwise meeting the requirements of the proposal documents.

The Bid Bond of the successful Proposer will be retained until such Proposer has executed all agreements required by the proposal documents and furnished the required contract security, whereupon the Bid Bond will be returned. If the successful Proposer fails to execute and deliver the proposal documents and furnishes the required Bid Bond within thirty (30) days of the notice of award, RRRASOC may nullify and void the notice of award and the Bid Bond of that Proposer will be forfeited. Such forfeiture shall not limit the right of RRRASOC to recover from the successful Proposer all of RRRASOC's other damages caused by such breach. RRRASOC may retain the Bid Bond of any Proposer who RRRASOC believes to have a reasonable chance of receiving the award.

G. INTERVIEWS AND PROPOSAL CLARIFICATIONS

RRRASOC reserves the right to meet with any and/or all of the Proposers prior to the award of a contract for the purpose of clarifying a submitted proposal. If clarification is requested after a proposal has been received, the revision shall be submitted in writing following the format outlined in the Proposal clarification request within five (5) working days of the request unless the request specifies an alternate response time period. If the requested revision is not received within the specified time period, then Proposer's original proposal will stand.



Section III. Processing and Marketing Services

A. INTRODUCTION

The purpose of the RFP is to obtain a qualified contractor to provide for one or more of the following: 1) Operating and maintaining the RRRASOC MRF, 2) the processing and marketing of commingled residential recyclables generated by residents of RRRASOC Member Communities, and/or 3) related recycling services the vendor believes to be in the best interests of RRRASOC and its Member Communities.

It is the intent of this document to outline a general description of the Project, the extent of services required, and the relationship of this Project to other work, and the agencies or other parties that will interact with the Contractor. The contents of this document are considered representative of the Project as a whole but are by no means conclusive.

Proposals are being sought for any, or all, of these services. Proposers may choose to submit a proposal with one or more of the options below. Proposers may submit more than one option and/or alternatives. Proposers should include a narrative description of their proposal(s), including details of any capital investments or modifications to the RRRASOC MRF and/or MRF site.

Proposed services must fit into at least one of the following options and be specified as such in the proposal:

Option A: OPERATE RRRASOC MRF

Option A-1: Operate and maintain the existing MRF at 20000 West Eight Mile Road, Southfield, Michigan 48705 to process RRRASOC recyclables, including, but not limited to, potential repairs identified in Attachment C. Proposals may include additional, non-RRRASOC tons. Operating and maintaining the recycling drop off center at the RRRASOC MRF is included in this option.

Option A-2: Upgrade, repair, operate, and maintain the existing MRF at 20000 West Eight Mile Road, Southfield, Michigan 48705 to process RRRASOC recyclables, including, but not limited to, repairs and potential upgrades identified in Attachment C. Proposals may include additional, non-RRRASOC tons. Operating and maintaining the recycling drop off center at the RRRASOC MRF is included in this option.

Option B: PROCESS RRRASOC RECYCLABLES AT AN EXISTING OR PLANNED MRF

Transfer recyclables, in part or in their entirety, from the existing RRRASOC MRF location and process RRRASOC recyclables at an existing or planned MRF. Identify any other site changes and alternative uses of the RRRASOC MRF site, including any scrap of existing system. Operating and maintaining the recycling drop off center at the RRRASOC MRF is included in this option.

Option C: ADDITIONAL ALTERNATIVES

Any other alternative to process all or some portion of RRRASOC recyclables at the RRRASOC MRF or at an alternative MRF, including direct haul or transfer of RRRASOC recyclables. Identify any other site changes and alternative uses of the RRRASOC MRF site, including any scrap of existing system. Operating and maintaining the recycling drop off center at the RRRASOC MRF should be included in this option.

Additional alternatives may include organization, institutional, and contractual arrangements and



partnerships not described in this RFP, as well as new and/or creative uses of the RRRASOC MRF site to meet the needs of, or improvement upon, the materials management programs of RRRASOC and its Member Communities.

Throughput Requirements

This RFP requires that the Contractor can process all materials delivered by RRRASOC and its Member Communities. The estimated combined volume from the RRRASOC communities is 15,600 tons/year. However, volumes are subject to change.

RANGE OF REQUESTED SERVICES COVERD BY THIS RFP

- Operation of RRRASOC's Material Recovery Facility (MRF)
 - As a single stream MRF, and/or
 - As a recycling facility for other targeted materials (e.g., electronic scrap, confidential documents) or other recycling/waste diversion activities (e.g., super drop-off for small vehicles with recyclables, reuse center for building materials, de-manufacturing site for end-of-life durable goods, etc.)
- Or Processing of RRRASOC's residential curbside and drop off recyclables at another site, with proposed alternative use of the existing RRRASOC MRF site.

FINANCIAL ARRANGEMENTS SOUGHT FOR:

a. RRRASOC recyclables delivered directly to MRF –single stream

- Tip Fee/Revenue Sharing on RRRASOC tons delivered by recycling vehicles;
- Royalty or host fee payment on other tons – or other (e.g., contribution to equipment fund);
- Lease payment on building;
- Coverage of other costs (payment in lieu of property taxes, host fee).

b. RRRASOC recyclables delivered directly to Other Location – single stream

- Tip Fee/Revenue Sharing on RRRASOC tons delivered by recycling vehicles;
- Tip Fee/Revenue Sharing on RRRASOC tons delivered by transfer trailers, including pricing for operating the RRRASOC MRF for transfer activities.

c. Use of RRRASOC MRF building/equipment for other functions

- Royalty payment on other tons – or other (e.g., contribution to equipment fund);
- Lease payment on building;
- Coverage of other costs (payment in lieu of property taxes, host fee);
- Tip fees or revenue for any materials RRRASOC might be able to deliver



B. CONTRACT TERM

The expected term of the agreement shall be ten (10) years, with one additional five (5) year option. RRRASOC would consider longer terms for proposals that demonstrate an advantage to RRRASOC and its Member Communities. An example would be a proposal that demonstrates that a longer-term agreement would improve the financial arrangement between RRRASOC and the service contractor through longer amortization of any equipment investments the Contractor is planning to make.

C. WORK TO BE PERFORMED BY CONTRACTOR

The selected Contractor shall, during the term of this Contract, furnish all labor, materials, tools, equipment, services, and all utility costs required for the processing and marketing of all commingled recyclables delivered by RRRASOC and its Member Communities and the provision of any other services to RRRASOC as provided for in the Contractor's proposal.

Proposals that choose to utilize the RRRASOC MRF to provide processing and marketing services for RRRASOC recyclables can expect the RRRASOC MRF to meet or exceed the following service requirements, with modifications only to meet the requirements of the Proposer's own operations and business plan. The Technical and Cost Proposal Forms (See Attachment A: Technical Proposal and Attachment B: Cost Proposal) for this approach will only require documentation of any modifications planned for the facility and document the Contractor's intent to be fully responsible for the upkeep, renewal, and replacement of the equipment during the term of the agreement.

Proposers that choose to provide processing and marketing services for RRRASOC recyclables with other nearby MRFs (direct haul) and/or other tip floor locations (with recycling transfer to a more distant MRF) must demonstrate their ability to meet the following requirements by completing Technical and Cost Proposal Forms. (See Attachment A and Cost Proposal Attachment B).

Proposers that are not intending to provide processing and marketing services for RRRASOC recyclables and instead plan on using the RRRASOC MRF for other related recycling services that may or may not be of interest to RRRASOC will find that most of the following requirements are not applicable to their proposal. The Technical and Cost Proposal Forms (See Attachment A: Technical Proposal and Attachment B: Cost Proposal) for this approach will only require documentation of any modifications planned for the facility and document the Contractor's intent to be fully responsible for the upkeep, renewal, and replacement of the equipment during the term of the agreement.

a. SCALE AND TIPPING FLOOR ACCESS AND LOCATION

If providing for the processing and marketing of RRRASOC residential and drop off recyclables, the Contractor must provide scale operations and recyclables tipping floor operations with the following hours of operation:

- Weekdays 6:00 am to 5:30 pm
- Saturday after Holiday 6:00 am to 5:30 pm

The current RRRASOC MRF has an inbound and outbound scale.



The scale and recyclables tipping floor operation must:

- Have electronic reporting capabilities for the scale as needed to meet the weekly, monthly, and annual electronic format reporting requirements of the Contract;
- Provide paper weight tickets for each delivered load;
- Have ability to enter volume data into a web-based data management tool accessible to RRRASOC;
- Provide all reports, invoices, and recyclable material revenues from scaled weight;
- Shelter the materials after tipping to prevent damage to its value due to high moisture content or littering of the site or adjacent properties due to wind;
- Have controlled access and security, such that theft of materials is effectively prevented, employing use of security systems (alarms, cameras, etc.) as needed;
- Receive material tipped by a wide variety of vehicles, including curbside recycling vehicles of all types (rear tip and side tip) as well as single and dual material rear, side-load and front-end loading packer vehicles and roll-off vehicles including sufficient clearance inside for the maximum height expected when these vehicles are fully extended as their loads are tipped;
- Accommodate tipping of material at a rate such that trucks delivering RRRASOC recyclables are able to approach the site, enter, weigh in, tip all materials and depart the site with a turn-around time of less than thirty (30) minutes; and
- Accommodate at least four days storage of material delivered by RRRASOC, such that Contractor equipment breakdowns will not result in service disruptions.

The Contract will provide for liquidated damages should the Contractor fail to accept RRRASOC recyclable materials at any time during the term of the Contract.

b. SOURCE AND TYPE OF INCOMING MATERIALS

If providing for the processing and marketing of RRRASOC residential recyclables, the Contractor must provide processing and marketing services for the following incoming material:

Single Stream Recyclables consisting of the following, loose, uncompacted, and commingled materials:

- Glass, transparent and translucent food and beverage bottles and jars. Paper labels are acceptable as are rings and lids on glass containers.
- Tin/Steel cans, tin plated, food and beverage containers, all sizes; paper labels are acceptable.
- Aluminum used beverage containers and foil clean of food.
- Small household scrap metal such as pots and pans.
- All plastic bottles and containers with 1, 2, 4, 5, 6 (excluding expanded polystyrene foam and Styrofoam) and 7 – including but not limited to:
 - HDPE plastic bottles (RIC Code #2) - blow-molded (bottle-necked) natural and colored HDPE containers, including plastic milk jugs, water jugs, detergent bottles, and similar items; caps and labels are acceptable. Motor oil and anti-freeze containers are not acceptable.



- PET plastic bottles (RIC Code #1) blow-molded (bottle-necked) clear and green PET containers, such as soda bottles, dishwashing soap bottles, and some shampoo bottles.
- Agricultural Plant trays and Pots (clean, free of residue and soil).
- Plastic Household Tubs/containers #1, 2, and 4-7, which includes plastic yogurt and margarine tubs, frozen concentrated juice containers, large coffee containers, freezer microwave trays, berry boxes (#1) including attached lids, salad/carryout boxes (#1) (clean, free of residue and soil). #3 is not acceptable.
- Multi-coated/plastic-coated paper beverage cartons: including milk and juice cartons (Aseptic).
- Bulky high-density polyethylene (HDPE) is defined as large HDPE items (buckets, crates, toys, trays, furniture, bins, barrels etc.). This category is often referred to as "Injection HDPE".
- No Plastic film. No plastic bags.
- ONP - old newspapers and advertisement inserts, loose or placed in Kraft (brown) paper bags. Old newspaper that contains incidental moisture from rain on collection days is acceptable. Soaked paper or yellowed newsprint is unacceptable.
- OMG - old magazines containing glossy coated paper, including catalogues, glossy fillers or mailers, loose, or placed in Kraft (brown) paper bags, with the exception of wet material or material that was once wet.
- OCC - old corrugated containers (cardboard) that are flattened and either cut down or folded to size no more than 3 by 2 feet and that have liners of Kraft, jute, or test liner. Staples and tape with water-soluble glues do not have to be removed. OCC can be damp but not soaked. Wax-coated old corrugated containers are not acceptable.
- Kraft (brown) paper bags - all sizes of loose, bundled or bagged Kraft paper grocery sacks.
- Junk mail - all dry, loose or bagged bulk mail consisting of paper or cardboard. All unopened junk mail and envelopes with window are acceptable.
- High-grade paper - all dry, loose or bagged white and colored ledger and copier paper, note pad paper (no backing), loose leaf fillers, computer paper (continuous-form perforated white bond or green-bar paper).
- Boxboard - all non-corrugated cardboard, commonly used in dry food and cereal boxes, shoeboxes, and other similar packaging. Boxboard with wax or plastic coating and boxboard that has been contaminated by food is not acceptable.
- Paper cups.
- Telephone Books.
- Other consumer goods and packaging that emerge as recyclable by mutual agreement.

The Contractor is encouraged to provide for the recycling of other additional materials as optional alternatives for RRRASOC to consider.

c. PROCESSING OF COMMINGLED RECYCLABLES & RESIDUE LEVELS

If providing for the processing and marketing of RRRASOC residential recyclables, the Contractor must maintain the facility and equipment layout that can provide sufficient operating capacity to process the type and quantity of commingled residential recyclables delivered by RRRASOC. The Contractor is obligated to process the commingled residential recyclables in a manner that maintains process quality and achieves residue levels of less than 15%. In meeting this residue requirement, out-throws from the incoming material, before it begins to be processed, will not be considered as residual materials, allowing the Contractor from time to time to process loads of substandard



materials without penalty.

d. COMMINGLED FIBERS AND CONTAINERS PROCESSING SYSTEM

If providing for the processing and marketing of RRRASOC residential recyclables, the Contractor must maintain a processing system for commingled fibers and containers with an equipment configuration and layout that provides for the manual or mechanical separation of the different recyclables and their removal, sorting and baling for marketing. Floor sorting of commingled fibers is not an acceptable commingled fibers processing system for the purposes of this Contract.

e. PROCESSING AND MARKETING

The Contractor will be expected to be able to produce, at a minimum, the following salable products within the MRF providing processing services:

1. Old Corrugated Cardboard (OCC)
2. Sorted Residential Papers & News (SRPN) (56)
3. Sorted Clean News (SCN) (58)
4. Mixed paper (MP) (54)
5. Mixed glass
6. #1 PET bottles and #1 PET thermoforms, combined or separate
7. #2 natural HDPE bottles
8. #2 colored HDPE bottles
9. #5 plastic
10. #2, #4, #5, #6, AND #7 mixed plastics (tubs and lids – olefin containers)
11. Bulky rigid plastics
12. UBC aluminum and/or all food and beverage aluminum
13. Steel cans
14. #52 carton
15. Scrap metal (sheet iron)

The actual products produced and marketed may be adjusted according to market conditions to provide the RRRASOC with the best product value.

f. MARKETING OF RECOVERED RECYCLABLES AND REVENUE SHARE

If providing for the processing and marketing of RRRASOC residential recyclables, after contaminant removal, sorting and baling, granulating, grinding or densification, the Contractor must market the resulting material to industry standard commodity grades.

The Contractor is obligated to maintain business arrangements with end-markets such that RRRASOC, as well as the Contractor, realize the maximum financial value over the long term for the material being marketed, through the revenue sharing arrangements as provided for in the Contract. This shall include use of floor market contracting where appropriate to protect against downside market conditions.

g. REPORTING

If providing for the processing and marketing of RRRASOC residential recyclables, the Contractor shall carry out the work under the review of and in continuous liaison with RRRASOC's designated representatives, keeping them informed of the status of



operations at all times, and any real or anticipated problems that should be brought to the attention of RRRASOC at any time.

The Contractor will provide the following reports:

- Daily weight tickets for each incoming load, showing, at a minimum, the chronological ticket number, date, time, truck number, material origin, type of material collected, and weight of material in tons. Ticket reports can be provided electronically on a monthly basis;
- Dated electronic reports in a format acceptable to RRRASOC sent on weekly, monthly and yearly basis showing the itemized tabulation of the same data as above along with tonnage reports on end-products marketed by tons, including product, destination, and overall residue rate;
- Monthly calculations, with supporting data (e.g., market indices documentation) as required for any revenue sharing arrangement formulas (e.g., calculation of a weighted average commodity revenue).

h. RECEIPT OF MATERIALS AND REJECTION RIGHTS

Recyclables Material Delivery - The RRRASOC shall cause to be delivered to the Facility Recyclable Material the recyclable material from Member Communities with which it has entered a MRF Services Agreement.

Priority - The Contractor shall give priority to Recyclable Material delivered by or on behalf of the RRRASOC. The Contractor must provide a backup processing plan to assure that materials will be processed or suitably stored during times of Stationary Equipment failure or other Facility downtime.

Rejection of Deliveries - The Contractor may reject deliveries of: (i) Recyclable Material delivered at hours other than the receiving time; (ii) Recyclable Material which the Facility is unable to accept or process as a result of an Uncontrollable Circumstance; (iii) Hazardous Waste or Infectious Waste; and (iv) Non-Recyclable Material. Unless otherwise required by applicable permits or federal, state, and local laws, ordinances, rules or regulations, the Contractor shall only exercise its right of rejection of an entire load in a reasonable and equitable manner, under the terms and procedures set forth in the Operation and Maintenance Plan, which shall include appropriate prior written warnings and shall not be capricious or arbitrary. Warnings are to be provided directly to firms, municipalities, or other organizations delivering materials, with a copy to either the RRRASOC or County wherever the load originated. Contractor shall notify the RRRASOC or County within two hours of any such rejection, stating the date and the time of rejection, the hauler's name, and the reason for rejection.



i. REMOVAL AND DISPOSAL OF NON-RECYCLABLE MATERIAL

The Contractor shall provide for the disposal of Non-Recyclable Material, Rejected Material, and Residual Material which is not Recyclable Material, and for the disposal or proper storage of Non-Marketable Recovered Materials and shall continue to provide for the disposal or storage throughout the term of the Contract. The Contractor shall be responsible for hauling Rejected Material, Non-Marketable Recovered Materials, Non-Recyclable Material and Residual Material for disposal or storage. The Contractor shall use all reasonable efforts to remove these materials consistent with reasonable operating procedures and shall remove and dispose of all waste materials consistent with all federal, state, and local laws. The Contractor shall be responsible for on-site storage and loading for removal of all waste materials and Non-Marketable Recovered Materials from the MRF to solid waste disposal facilities or markets.

j. STORAGE

Recyclable Material, Non-Recyclable Material, Hazardous Waste, Infectious Waste, Recovered Materials, or Rejected Material shall be stored in areas at the Facility designated for that purpose in accordance with all applicable permits and federal, state, and local laws, ordinances, rules, or regulations. There shall be no outside storage of Processed or unprocessed materials, unless authorized by RRRASOC.

k. HAZARDOUS AND INFECTIOUS WASTE

1. Prevention of Delivery. RRRASOC shall use reasonable efforts to prevent and avoid the delivery to the Facility of Hazardous Waste or Infectious Waste.
Prevention of Acceptance. The Contractor shall use reasonable efforts to avoid the deposit or acceptance of Hazardous Waste or Infectious Waste at the Facility.
2. Removal, Transport, and Disposal. If Hazardous Waste or Infectious Waste is delivered to the Facility, such Hazardous Waste or Infectious Waste shall be contained, set aside, isolated, and maintained separately by the Contractor from all other materials in the Facility, and RRRASOC shall be immediately notified of the location, general character, and amount of such material. The Contractor shall promptly remove or cause to be removed, such Hazardous Waste or Infectious Waste from the Facility and shall transport and dispose of, or shall provide for the transport and disposal of, such material in accordance with applicable local, state, and federal law, at a duly licensed and permitted Hazardous Waste or Infectious Waste disposal facility.
3. Expenses. All Direct Costs incurred by the Contractor for Hazardous Waste or Infectious Waste containment, removal, cleanup, and disposal that occurs as a result of actions of RRRASOC or material delivered by RRRASOC shall be Pass Through Costs, to the extent of Cost Substantiation, excluding profit. The Contractor shall use reasonable efforts to identify the source of the Hazardous Waste or Infectious Waste by noting the load on which the subject wastes were delivered. The Contractor will cooperate with the RRRASOC in any attempts for cost recovery from the party(ies) responsible for delivering the Hazardous or Infectious Wastes.



I. COMPOSITION ANALYSES OF INCOMING LOADS

At the Contractor's expense, a minimum of once per year unless otherwise specified by mutual agreement, the Contractor shall perform a composition analysis of incoming loads to establish average percent by weight of all Recyclable and Non-Recyclable Material as received. The Contractor shall provide RRRASOC with a written proposed protocol for this analysis within three months after this Contract is executed. RRRASOC will approve or amend the proposed protocol prior to performance of the composition analysis. Such initial approval does not negate RRRASOC's right to amend the protocol, nor does it prohibit the Contractor from proposing an amended protocol, prior to successive composition analyses. An reference for this type of protocol is the following standard: *ASTM D5231 – 92 (2016) Standard Test Method for Determination of the Composition of Unprocessed Municipal Solid Waste*. RRRASOC may observe the composition analysis process.

RRRASOC's intent for this composition analysis is to estimate the quality and percent composition of the incoming material (including Non-Recyclable Materials) so as to help analyze the effectiveness of both public education and Facility Contractor performance. The Contractor must collaborate with RRRASOC to ensure that sample sources are as representative of RRRASOC material as possible. At a minimum, the Contractor's protocol shall provide for the following methods to be described in detail:

1. Number of loads, tonnage, and streams to be sampled;
2. Methods of keeping samples for the composition analyses separate from other, regular incoming materials, and outbound commodities;
3. Specific sorting guidelines as to how each commodity (including Non-Recyclable Materials) shall be defined for purposes of the sorting and analysis;
4. Methods of separating each material into their respective outbound commodity product categories such that the sampled material is as representative as possible of regular, full operations, and product quality;
5. Methods of weighing each commodity;
6. Methods of recording raw data of weights;
7. Methods of analysis of raw data, including statistical significance of averages based on number of samples proposed;
8. Minimum advanced notice to the RRRASOC of date and time of each composition analysis; and
9. Guaranteed turnaround time on the report back to the RRRASOC of findings, results, and analysis of each composition analysis.

m. RESIDUAL MATERIAL

The Contractor shall achieve a high level of recovery from the stream of Recyclable Materials delivered. The MRF must operate with a minimum recovery of the materials that can be included in the above products identified in Section III-e. The Contractor should propose the achievable percentage of Residual Materials from the Facility of the designated Recoverable Materials in the delivered stream, unless otherwise specified by mutual agreement.

Residual Materials shall be sampled (minimum 200 lb. sample) and sorted for Recovered Materials at least once per month at the Contractor's expense to ascertain the percentage of each Recyclable Material within the Residual Materials. Each sort shall be documented and the results reported to RRRASOC within one week of sort. At least one week in advance of the sort, the RRRASOC shall be invited to send a representative to observe sampling and sorting.



If the RRRASOC is not provided with adequate proof that the required recovery rate is being met, the RRRASOC may order on demand testing to verify if the recovery rate meets or exceeds the rate specified above. Cost of testing shall be split 50-50 between the RRRASOC and the Contractor and if rest results do not meet the standard, testing will continue at Contractor's sole cost until the required recovery rate is met.

n. QUALITY PROCESSING – BALE AUDIT

Commodity bale audits are intended to collect primary data on the composition of processed, ready to be baled, or baled (if bunkers cannot be accessed) material collected from the RRRASOC's curbside recycling collection programs. The audits will occur at least once per year at the Contractor's expense to be conducted at the MRF at a time of mutual convenience. Additional sampling events may occur at the request of the RRRASOC. Sampling requests, in addition to the annual bale audit, may not exceed more than one each quarter.

1. The Contractor has overall responsibility for:
 - a. Providing appropriate space in the Facility for the bale audit, not less than a 20' x 20' area in an out-of-the-way area with low traffic flow and adequate lighting and ventilation;
 - b. Assisting the audit contractor in obtaining sample material from bunkers and/or cages where necessary;
 - c. Coordinating communications between the audit contractor and on-site staff, Contractors and other affected parties;
 - d. Cooperating and ensuring the cooperation of the Contractor's staff where applicable, with the audit contractor to ensure their responsibilities are met, including:
 - i. The maximum range of materials is available for sampling on the day of the audit;
 - ii. The audit is performed when the Facility is operating at normal capacity under normal operating conditions (i.e. with the usual number of staff on the lines and the equipment operating properly);
 - iii. Times where Third Party material is being Processed are avoided; and
 - iv. Determination of what materials (if any) are received from Industrial, Commercial, and Institutional (IC&I) sources as these materials are not to be sorted and measured.
 - e. Contractor should expect the audit contractor to spend a minimum of one day, up to a maximum of two days, sampling at a Facility.
2. All audits shall be completed by September 30th of each year and data submitted to the RRRASOC within three working Days thereafter, unless Contractor proposes and RRRASOC approves an alternate schedule.
3. Product Sampling Considerations: Samples will be taken from Recovered Materials that are either ready to be baled or ready to be shipped loose. Audit results will be compared to commodity specifications for the marketed materials, such as those listed below. If any variances from commodity specifications are shown to be affecting marketability of the material, the Contractor is obligated to prepare and implement an action plan to address the issue, unless otherwise waived by the RRRASOC.
4. By mutual agreement, bale quality may be confirmed by alternative methods.

o. SITE SECURITY – RRRASOC MRF AND SITE

The Contactor is responsible for the security of any and all MRF and MRF buildings and scale houses. Doors and gates will remain locked during non-working hours, and the Contractor will take all necessary steps to maintain site security.



p. WORKER SAFETY

The Contractor shall institute measures necessary to ensure that a safe working environment is provided for all employees working at the Facility and comply with all OSHA requirements including those for hand sorting or recyclables at MRFs. All employees involved in MRF operations shall be sufficiently trained in the Facility's safety procedures, which should include but are not limited to hazard recognition, lock-out/tag-out, safe vehicle operation, and duties and procedures to follow in the event of a fire, natural disaster, or other contingency. All workers shall be issued adequate personal protective equipment to perform their daily assignments safely. This may include, but is not limited to, work gloves of appropriate material and construction, high visibility safety vests, safety glasses, safety shoes or protective eye goggles, and earplugs or other approved hearing protection.

RRRASOC will have the right to inspect the MRF/TS at any time during Operating Hours to verify compliance with the provisions of this subsection.



D. WORK TO BE PERFORMED BY RRRASOC

If Contractor is providing for the processing and marketing of RRRASOC residential recyclables, RRRASOC agrees to:

1. Cause to be delivered to the MRF the recyclable material from Member Communities with which it has entered a MRF Services Agreement;
2. Make best efforts to reduce contamination;
3. Actively support and encourage additional volume of recyclables being delivered to the Contractor by entering into other agreements through RRRASOC with municipalities and townships to secure recyclable materials;
4. Make reasonable efforts to eliminate scavenging of materials.



Section IV. Instructions to Proposers

A. DEFINITIONS

1. The term “Proposal” shall mean a complete and properly signed document submitted by a Proposer to provide services for the sum stipulated therein to RRRASOC, its Member Communities, and their residents in accordance with the proposal documents.
2. The term “Proposer” shall mean each person or entity submitting, or is a party to, a proposal.
3. “Proposal Documents” shall mean the Request for Proposals, Project Summary, Instructions, Price Forms, Bid Bond, Service Agreement(s), Specifications, Evaluation Criteria, all Exhibits, Addenda and Attachments issued prior to the date and time for submission for Proposals and any Proposal Clarification Requests and Proposal Revisions issued and or provided in Response prior to the Contract Award.
4. The term “Residents”, for the purpose of this proposal, shall mean individuals and all residential households, now, or hereafter, located or operating within the territorial limits of RRRASOC and its Member Communities and the territorial limits of any other unit of government that RRRASOC may choose to include in this project through intergovernmental agreement.

B. PROPOSER’S REPRESENTATIONS

Each Proposer, by submitting a proposal represents that:

1. Proposer has read and understands the proposal documents and the proposal is made in accordance therewith.
2. Proposer, prior to submitting a proposal, has:
 - a. Examined the proposal documents thoroughly;
 - b. Familiarized itself with local conditions that may in any manner affect cost, progress, operation, or performance of Proposer’s obligations as described in the proposal documents’;
 - c. Studied and carefully correlate proposal observations with the proposal documents;
 - d. Familiarized itself with federal, state, and local laws, ordinances, statutes, rules and regulations, and licensing that may in any manner affect cost, progress, operation, or performance of Proposer obligations as described in the proposal documents; and
 - e. Proposer has, or has entered into a contractual agreement with, persons who have the skills, resources, personnel, and facilities for the satisfactory performance of its obligations in proposal. Evidence of any such agreement or arrangement must be submitted as part of the proposal.

C. PROPOSAL DOCUMENTS

1. Complete sets of proposal documents shall be used in preparing proposals; neither RRRASOC, its Member Communities, nor its consultants employed by RRRASOC in preparing the proposal documents assume any responsibility for errors or misinterpretations resulting from the use of incomplete proposal documents. Proposer must complete all forms (or provide a reason for non-completion) located in Attachment A. Proposer is responsible for providing any additional information that assists in clarification of their proposal. **Proposers should include a narrative**



description of their proposal(s), including details of any capital investments or modifications to the RRRASOC MRF and/or MRF site.

2. RRRASOC, in making copies of proposal documents available, does so only for the purpose of obtaining proposals for services for RRRASOC and its Member Communities and does not confer upon anyone a license, or grant anyone the right to use the proposal documents for any other purpose.
3. Any forms of Agreements included in the proposal documents are agreements representing the most likely options of RRRASOC and its Member Communities. Other eventualities, unique services and Proposer requirements may require separate negotiation between the Proposer and RRRASOC and/or RRRASOC Member Communities. RRRASOC and its Member Communities reserve the right to negotiate and contract for additional, related services with the successful Proposer.

D. PROPOSAL FORMS AND PROCEDURES

1. Proposals shall be completed on the Technical and Cost Proposal Forms provided as part of Attachment A: Technical Proposal and Attachment B: Cost Proposal to this RFP. Forms must be filled out completely and all related submittal requirements identified in the checklists included as required. Failure to do so may result in disqualification from this RFP process. The Technical Proposal Forms must be filled out by each Proposer regardless of what type of services are being proposed. Cost Proposal Forms are tailored to the three specific type of services being solicited as follows:
 - a. Cost Proposal Form A: To be used by Proposers intending to use the RRRASOC MRF to process and market RRRASOC recyclables delivered directly to the RRRASOC MRF.
 - b. Cost Proposal Form B: To be used by Proposers not planning to use the RRRASOC MRF and instead relying on other MRFs to receive, process, and market recyclables.
 - c. Cost Proposal Form C: To be used by Proposers intending the use the RRRASOC MRF for other purposes, including the transfer of recyclables and purposes not related to the processing and marketing of RRRASOC recyclables.
2. Proposals by corporations shall be executed in the corporate name by the president (or other corporate officer accompanied by evidence of authority to sign such proposal) and attested by the secretary or assistant secretary of the corporation. The corporate address and the state of incorporation must be shown below the signature. Each corporate Proposer must submit evidence of good standing in the Proposer's state of incorporation and if a foreign corporation, of its qualification to conduct business in the State of Michigan. If the Proposer is not qualified to conduct business in the State of Michigan, a written representation that prior to the commencement of performance of any services, the Proposer will take all necessary steps to qualify and will qualify to conduct business in Michigan.
3. Proposals by partnerships shall be executed in the partnership name and signed by a partner, whose title, if any, must appear under the signature. Proper evidence of authority of the partner to sign the proposal must accompany the proposal. The official address of the partnership must be shown below the signature and address of the partner signing the proposal.



4. All names must be typed below the signature.
5. The Proposer shall contain an acknowledgment of receipt of all proposal documents and any and all addenda prepared by RRRASOC and a statement that the Proposer has familiarized itself with the required services.

E. CONSIDERATION OF PROPOSALS

1. Proposals will be received by the date and time stated in the Request for Proposals.
2. All proposals shall remain open for the time stated in the Request for Proposals, but RRRASOC may, at its sole discretion release any proposals and return the Bid Bond prior to that date.
3. RRRASOC shall have the absolute right to reject any and all proposals, waive any informalities or irregularities in any proposal or in the proposal process, and to negotiate contract terms with the successful Proposer.
4. Discrepancies between the indicated figures and the correct sum will be resolved in favor of the correct sum.
5. RRRASOC, in evaluating the proposals, may consider (a) the qualifications and experience of the Proposer in the management of facilities and in the conduct of activities similar to the services required by RRRASOC, (b) the qualifications and experience of the Proposer's key personnel and designated facility supervisor(s) and (c) any other evaluation criteria deemed appropriate for the procurement decision.
6. RRRASOC may conduct any investigation it deems necessary to assist in the evaluation of any proposal and to establish the responsibility, qualifications and financial ability of any Proposer, proposed subcontractors or joint Proposers, proposed facility supervisor(s) and other persons and organizations who will provide the materials, equipment and services proposed by the Proposer for the delivery of the services as described in the proposal documents.
7. RRRASOC will consider the ability or commitment of a service provider to provide generator status and to indemnify, save and hold RRRASOC, its Member Communities and its residents harmless from any and all liability, including, but not limited to environmental liability that may arise from the facility, transportation, processing, or landfilled where the waste generated within RRRASOC is disposed.
8. RRRASOC may conduct criminal background investigations including the identified supervisory personnel of the Proposer and the results of these investigations, if conducted, may be a significant factor in selecting the successful Proposer. The successful Proposer shall reimburse RRRASOC for the costs of any such investigations.
9. RRRASOC will evaluate the proposals utilizing the proposal evaluations and selection criteria included in the proposal documents. RRRASOC may schedule interviews with any and all of the Proposers to discuss and clarify their proposals and the results of any such interviews will be incorporated into RRRASOC's qualitative evaluation of the Proposer and their proposal.
10. Notice of award to the successful Proposer will be accompanied by at least three (3) unsigned counterparts of the applicable proposal documents. The Proposer shall sign and deliver to RRRASOC at least three (3) counterparts of each of the proposal documents accompanied by three (3) copies of the performance bond.



F. EXPERIENCE AND QUALIFICATIONS

The Proposer, or at least one team member, must have been in existence as an established enterprise for no less than one (1) year and must demonstrate suitable knowledge and operating experience in processing and marketing of commingled residential recyclables or whatever alternate service being offered by Proposer in response to this RFP.

G. ADDITIONAL TECHNICAL PROPOSAL SUBMITTAL REQUIREMENTS

The Proposer is required to provide a description and list of materials necessary for each of the following bulleted items below to be included in the proposal document submittal.

1. If other than RRRASOC MRF site, provide location map, site plan and building/equipment description of proposed Scale and Tipping Area;
2. If other than RRRASOC MRF site, provide location map(s), site and floor plans and building/equipment inventory and description of proposed Recycling Processing Area(s) including current throughput in tons by major types of material and current major users of the facility;
3. Key employee profiles for staff members associated with program (program manager, site supervisors, materials marketing specialists, etc.) including level of education, training, and experience specific to assignment;
4. Contaminant handling procedures - residue and rejected material including material destination;
5. List of recycling processing and marketing related project experiences including list of previous recycling processing and marketing services provided to similar clients (must include agency name, contact(s) telephone number(s), and a description/scope of the services);
6. Expected end-markets/uses for the recovered recyclable materials including the targeted industry standard specification for the commodities that will be marketed; and
7. Exceptions or additional explanations including any needed narratives or further explanations, noting exceptions, clarifications and/or restrictions that are appropriate or could affect RRRASOC or its Member Communities.

H. MISCELLANEOUS INSTRUCTIONS

1. All proposals not submitted electronically must be submitted on fifty percent (50%) total recycled wastepaper content with ten percent (10%) post-consumer minimum. Proposers shall submit certification that this requirement has been met.



Section V. Operation & Financial Requirements

This section describes the performance responsibilities and financial obligations of the selected Contractor and RRRASOC during the operating phase of the contract.

A. SERVICE AGREEMENT AND TERM

RRRASOC will execute separate service agreements incorporating the elements of the Proposer's business and technical submission to this RFP.

The expected term of the agreement shall be ten (10) years, with one additional five (5) year option. RRRASOC would consider longer terms for proposals that demonstrate an advantage to RRRASOC and its Member Communities. An example would be a proposal that demonstrates that a longer-term agreement would improve the financial arrangement between RRRASOC and the service contractor through longer amortization of any equipment investments the Contractor is planning to make.

The Service Agreement cannot be assigned or transferred without the expressed written consent of RRRASOC.

B. PERFORMANCE GUARANTEES

The Proposer shall be required to make the following performance guarantees to RRRASOC and assume liability for all associated performance damages as set forth below:

1. In the event of delays beyond the date of the scheduled service commencement date set forth in the Service Agreement, the Proposer shall be liable to RRRASOC for any incremental costs incurred by RRRASOC in arranging for alternative means of transportation and processing of recyclable materials.
2. The Proposer shall guarantee acceptance of all deliveries of materials during receiving hours. The Proposer shall be liable to reimburse RRRASOC, or any additional parties for incremental costs incurred in making alternative arrangements for equipment and transfer to process such material.
3. The successful Proposer(s) shall be required to provide performance bond(s) or equivalent security in the amount of twenty-five thousand dollars (\$25,000.00) to RRRASOC. The initial term of the bonds shall be for five years, beginning with the contract commencement date.

C. INSURANCE SPECIFICS

1. The CONTRACTOR shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the CONTRACTOR'S execution of the WORK, whether such execution be by himself or by and SUBCONTRACTOR or by anyone directly employed by any of them, or by any one for whose acts any of them may be liable:
2. Claims under workmen's compensation, disability, benefit, and other similar employee benefit acts;



3. Claims for damages because of bodily injury, sickness, disease, or death of his employees;
4. Claims for damages because of bodily injury, sickness, disease, or death of any person other than his employees;
5. Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the CONTRACTOR, or (2) by any other person; and
6. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting there from.
7. Certificate of Insurance acceptable to the OWNER shall be filed with the OWNER prior to commencement of the WORK naming OWNER as additional insured. These Certificates shall contain a provision that coverage's afforded under the policies will not be canceled unless at least thirty (30) days prior WRITTEN NOTICE has been given to the OWNER.
8. The CONTRACTOR shall procure and maintain, at his own expense, during the CONTRACT TIME, liability insurance as hereinafter specified;
9. Comprehensive General Liability and Property Damage, Contractor's Protective Liability, Contractual Liability, Completed Operations-Products, Automobile Bodily Injury and Property Damage, owned and non-owned and hired vehicles and Owner's Protective Liability. The latter policy shall name as the insured the OWNER. Bodily Injury Liability and Property Damage Insurance shall cover the use of "Explosives" if used in performance of the CONTRACT. Insurance should be placed with a carrier with an AM Best Rating of at least and A-.
10. The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended coverage Insurance upon the PROJECT to the full insurable value thereof for the benefit of the OWNER, the CONTRACTOR, and SUBCONTRACTORS as their interest may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENTS to fully complete the PROJECT.
11. The CONTRACTOR shall procure and maintain at his own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the work is performed, Workmen's Compensation Insurance, including occupational disease provisions, for all of his employees at the site of the PROJECT and in case any work is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarly to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause such SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.



12. The CONTRACTOR shall secure, if applicable, “All Risk” type Builder’s Risk Insurance for WORK to be performed. Unless specifically authorized by the OWNER, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the PROPOSAL. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft, and smoke during the CONTRACT TIME, and until the WORK is accepted by the OWNER. The policy shall name as the insured the CONTRACTOR, and the OWNER.

D. INDEMNITY

PROFESSIONAL LIABILITY - Relative to any and all claims, losses, damages, liability, and costs, the CONTRACTOR agrees to indemnify and save the RRRASOC, its officials and employees harmless from and against any and all suits, actions or claims for property losses, damages or personal injury claimed to arise from a negligent act, error or omission by the CONTRACTOR or its employees.

NON PROFESSIONAL LIABILITY - To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless RRRASOC, its officers, officials, and employees, or any of them from and against claims, damages, losses and expenses, including but not limited to attorney’s fees arising out of the acts or omissions of the CONTRACTOR, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property (other than the WORK itself) including loss of use resulting there from, but only to the extent caused in whole or in part by the acts or omissions of the CONTRACTOR, any SUBCONTRACTOR(s) of the CONTRACTOR, its agents, or anyone directly employed by them or anyone whose acts they may deem liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph. It is understood and agreed that this indemnification obligation is enforceable to the full extent permitted by law.

CONTRACTOR RESPONSIBILITY – The CONTRACTOR expressly understands that the insurance requirements as outlined above are minimum requirements to be met under the contract and does not in any manner represent that the limits, coverage, or policy forms are sufficient or adequate to protect the interest or liability of the CONTRACTOR and/or its SUBCONTRACTORS.



E. PAYMENT FOR SERVICES AND REVENUE

RRRASOC's sole payment obligation for all services and revenue due RRRASOC provided under the terms of the RFP and the Service Agreement shall begin the first calendar month following the date of the Service Agreement commencement and, on a monthly basis thereafter, for services rendered in the prior month. The successful Proposer shall be responsible for preparing and submitting an invoice indicating the amount due from or owed to RRRASOC within fifteen (15) business days following each month. Payment of all recycling revenues will be submitted to RRRASOC within thirty (30) days of approval of the monthly invoice by RRRASOC. If no recycling revenues payment is made by 30 days after required payment, liquidated damages may occur.

Inflation Adjustments - All proposal items are considered firm prices as of the contract execution date. The Proposer must propose inflation adjustment factors to be applied and the date/term to be applied. The Proposer shall also define and indicate "pass-through" costs, if any.

F. LIQUIDATED DAMAGES

RRRASOC shall notify the Contractor for each violation of the contract. It shall be the duty of the Contractor to take proper action to remedy the cause of the complaint within twenty-four (24) hours after notification. Failure to remedy the cause of the complaint within the specified time period shall constitute a breach of this contract. For the purpose of computing damages under the provisions of this section, it is agreed that RRRASOC shall have authority to deduct from the next payments due the Contractor, the following amount as liquidated damages for failure of the Contractor to fulfill its following specific obligations as reasonably determined by RRRASOC:

- Failure to accept a load of Recyclable Materials as specified in the Agreement – \$1,000 per incident.
- Failure to provide monthly reports in the time required as specified in the Agreement – \$100 per incident.
- Failure to pay monthly recycling revenues in the time required as specified in the above section (Payment for Services) – Per day based on pro-rated annual rate of 12%.

These amounts are liquidated damages for losses suffered by RRRASOC and not a penalty.



Section VI. Proposal Evaluation

Proposals shall be clear and concise and prepared in conformance with the format provided proposals that exclude or inadequately address any of the required information may be rejected. RRRASOC reserves the right to clarify any/or all portions of the Proposer's proposal. All reasonable proposals will be considered.

All Proposers agree, through submission of their proposal, to hold open their proposal two hundred twenty (220) days after the proposals have been received and opened.

Proposers must be qualified and capable of providing a technically, environmentally, and financially sound transportation, processing, and marketing operation of commingled residential recyclables with experienced management and key personnel. The strength and experience the Proposer has in these areas will be an important element in the selection of the successful Proposer.

A. PROPOSAL EVALUATION CRITERIA

Proposers will be evaluated with respect to meeting the minimum qualifications and requirements. Top rated Proposers may be interviewed to present plans, provide details, and respond to questions. RRRASOC may also contact references or visit vendor-referenced operations.

Proposers will be rated on criteria that will include, but is not limited to, the following:

1. Demonstrated strength and experience in processing and marketing recyclables;
2. Demonstrated experience providing contracted services to municipalities;
3. Financial capabilities and experience;
4. Quality of proposed plans for RRRASOC MRF and/or other proposed facilities
5. Experience of facility manager and key personnel;
6. Recommendations and references;
7. Ability to Bond and insurability;
8. Operation and maintenance plan;
9. Experience with ISO 14001 Environmental Management Systems or equivalent;
10. Proposal revenue sharing arrangements and cost (if any);
11. Completeness of proposal in addressing the proposal requirements;
12. Assessment of facility and proposal in fulfilling RRRASOC requirements;
13. Management knowledge and methods to deliver performance requirements;
14. Time required to develop a functional system; and
15. Ability of Proposer to submit a proposal that understands and meets the needs of RRRASOC and its Member Communities.



Resource Recovery and Recycling Authority of Southwest Oakland County



ATTACHMENT A: TECHNICAL PROPOSAL FORMS

Request for Proposals

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities

4. The following forms attempt to coincide with the required information contained within the proposal. The forms are not inclusive of the information Proposer is responsible for providing. **Proposers should include a narrative description of their proposal(s), including details of any capital investments or modifications to the RRRASOC MRF and/or MRF site.**

It is the responsibility of the Proposer to comply with providing the requested information.

RRRASOC reserves the right, after proposals have been submitted, to meet with any Proposer to gain clarification of their proposal.



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TECHNICAL PROPOSAL

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities

TECHNICAL PROPOSAL FORMS AND CHECKLIST

Checklist Technical Proposal

_____ Form A: Proposer's Qualifications

_____ Form B: Proposer Signature Page

_____ Form C: Exceptions To RFP Specifications

_____ Executive Business Summary (on Company letterhead)

_____ Statement of Proposer Provided Services

_____ Proof of Insurance

_____ Bank Credit References

_____ Most Recent Audited Financial Statements or Annual Report

_____ Bid Bond

_____ Technical Proposal Submittal Requirements (see following checklist)



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TECHNICAL PROPOSAL SUBMITTAL REQUIREMENTS

Checklist

For more information regarding this list please visit Sections III and IV.

_____ Location Map (if applicable), Site Plan (if applicable) and Building/Equipment Descriptions and detail modifications to RRRASOC MRF if any are planned.

_____ Current Throughput and Current Major Users for Proposed Recycling Processing Area(s)

_____ Key Employee Profiles and Organizational Chart

_____ Contaminant Handling Procedures

_____ Recycling Processing and Marketing Project Experience

_____ Response Time Procedures for Material Pick-up

_____ Recycling Processing and Marketing References

_____ Expected End-Markets by Commodity including Targeted Spec

_____ Exceptions or Additional Explanations



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Technical Proposal Form A - PROPOSER'S QUALIFICATIONS

1. Company Name:

2. Principal Name:

3. Company Address:

4. Telephone Number:

5. Fax Number:

6. Website:

7. Email Address:

8. Number of Employees: _____ 9. Annual Sales:

10. Ownership Structure: (sole proprietorship, partnership, corporation, etc.)

11. Provide the names and addresses of each partner (if applicable)

12. List the parent organization:



13. Primary line of business:

14. How many years has this firm been incorporated under the current name?

List any previous names and operations: _____



Technical Proposal Form B - PROPOSER SIGNATURE PAGE

Company _____

Name: _____

Address: _____

Telephone: _____

Fax: _____

The undersigned has examined the complete Request for Proposals and its requirements contained in this solicitation and are submitting the following Technical and Cost Proposal in full compliance with those requirements.

By submission of a proposal, the vendor is required to certify as to its own organization, that in connection with this proposal:

- a. The costs in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such costs with any Proposer or with any competitor; and
- b. Unless otherwise required by law, the costs that have been quoted in the proposal have not been knowingly disclosed by the vendor and will not knowingly be disclosed by the vendor prior to award directly or indirectly to any other Proposer or to any competitor.

AUTHORIZED SIGNATURE:

The undersigned states that this price quote is submitted in full compliance with the provision of the RFP to which this Technical and Cost Proposal is a response:

Signature: _____

Name: _____

Title: _____



Date: _____



Proposers are to prepare the Technical and Cost Proposal forms based on the program specifications set forth in the RFP documents without considering any exceptions that may be set forth on this form.

In the event the Proposer takes exception to the RFP specifications they may set forth those exceptions in the following manner.

1: The exceptions are to be presented on a paper whose pages are titled, "Form C Exceptions to Agreement"

2: Each exception must be presented separately by stating the specific exception, the suggested changes to the program related to the exception, the suggested changes in the agreement language related to the exception, the manner in which the proposed change would benefit RRRASOC and the specific dollar change in each of the various service rates, as proposed by the Proposer in this RFP, that would take place if the exception was accepted by RRRASOC.

3: The exceptions must be followed with the following language without exception.

"Except as set forth above, Proposer is in complete agreement with the proposed terms, conditions and business arrangements described in the RFP. The Proposer assumes the risk of all conditions foreseen or unforeseen and agrees to provide the services set forth in the Contract under whatever circumstances may develop other than as herein provided."

4: This form must be signed by an individual authorized to commit the Proposer's firm to the Contract in the manner set forth below.

Signature: _____

Name: _____

Title: _____

Date: _____

Please note that if exceptions are taken, all required information, as set forth above must be submitted.



By signing this statement, the Proposer attests that the information contained in the proposal and cost forms are that of their own and all statements are true and factual. Further, the Proposer attests that all proposal information, data and forms were provided and the Proposer understands the scope and intent of the services requested by RRRASOC.

This is to testify that I

Proposer Signer – Please Print Name

_____, of _____
Title Company Name

have been provided all of the necessary documents to provide a proposal and I have read and understand the scope of the services requested herein by the RRRASOC.

Affiant Signature

Affiant Name – Please Print

Sworn to and subscribed before me, a Notary Public, on this day of
_____, 2023.

NOTARY PUBLIC _____

(SEAL)

My commission expires _____, 20____



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ATTACHMENT B: COST PROPOSAL

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables and Related Recycling Opportunities

COST PROPOSAL FORMS AND CHECKLIST

Checklist Cost Proposals

_____ Form A: RRRASOC Recyclable Delivered to RRRASOC MRF (single stream)

_____ Form B: RRRASOC Recyclable Delivered to Other Location (single stream)

_____ Form C: Using RRRASOC MRF Building/Equipment for Other Functions



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COST PROPOSAL – FORM A

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities

Cost Proposal Form A:

RRRASOC Recyclables Delivered Directly to RRRASOC MRF

(single stream)

Proposed Tip Fee/Revenue Sharing Schedule for RRRASOC tons

A.1 Tip Fee: Specify a per ton tip fee (if applicable).

Per Ton Tip Fee: \$ _____

A.2 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the tip fee.

Annual Price Escalation Factor _____%

A.3 Revenue Share: Specify a per ton revenue sharing formula (if applicable).

Per Ton Revenue Share (\$ or %): \$ _____

_____%

A.4 Trigger Price: Specify a trigger price for the revenue sharing (if applicable).

Per Ton Trigger Price: \$ _____

A.5 Market Index: Specify a market index for the revenue sharing (if applicable).



A.6 Revenue Sharing Example: Show a sample calculation of the tip fee/revenue sharing arrangement using the proposed factors provided above (A.1 to A.5).



Continued ---- Cost Proposal Form A:----- Continued

RRRASOC Recyclables Delivered Directly to RRRASOC MRF

(single stream)

Proposed Royalty or Host Fee Payment for non-RRRASOC tons – or other Mechanism to Account for Building and Equipment Depreciation, Renewal and Replacement

A.7 Royalty Payment or Host Fee Payment: Specify a Royalty or Host Fee Payment for non-RRRASOC Tons (if applicable).

Per Ton Royalty or Host Fee Payment: \$ _____

A.8 Mechanism to Account for Building and Equipment Depreciation, Renewal and Replacement:

Describe the proposed mechanism and provide an example of its use, including supporting calculations (e.g., contributions to an equipment replacement fund based on throughput and expected equipment replacement schedule)

Lease Payment on Building

A.9 Building Lease Payment: Specify an Annual Value for Monthly Lease Payment

Total Annual Lease Payment: \$ _____

A.10 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the lease payment

Annual Price Escalation Factor _____%

Coverage of Other Costs

A.11 Host Fee Payment: Specify an Annual Value for Payment not related to non-RRRASOC Tons (Note – current real estate property tax value is approximately \$45,000)



COST PROPOSAL – FORM B

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities

Cost Proposal Form B:

RRRASOC Recyclables Delivered Directly to Other Location

(single stream)

Proposed Tip Fee/Revenue Sharing Schedule for RRRASOC tons

Direct Hauled by Recycling Collection Vehicles to Local Tipping Floor

B.1 Tip Fee: Specify a per ton tip fee (if applicable).

Per Ton Tip Fee: \$ _____

B.2 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the tip fee.

Annual Price Escalation Factor _____%

B.3 Revenue Share: Specify a per ton revenue sharing formula (if applicable).

Per Ton Revenue Share (\$ or %): \$ _____

_____%

B.4 Trigger Price: Specify a trigger price for the revenue sharing (if applicable).

Per Ton Trigger Price: \$ _____

B.5 Market Index: Specify a market index for the revenue sharing (if applicable).

B.6 Revenue Sharing Example: Show a sample calculation of the tip

fee/revenue sharing arrangement using the proposed factors provided above (B.1 to B.5).



Continued ----- Cost Proposal Form B:-----Continued

RRRASOC Recyclables Delivered Directly to Other Location

(single stream)

Proposed Tip Fee/Revenue Sharing Schedule for RRRASOC tons

Direct Hauled in Transfer Trailers to Proposed MRF Location (NOTE: MUST INCLUDE FORM C TO PROVIDE PRICING TO OPERATE THE RRRASOC MRF TO TRANSLOAD MATERIALS)

B.7 Tip Fee: Specify a per ton tip fee (if applicable).

Per Ton Tip Fee: \$ _____

B.8 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the tip fee.

Annual Price Escalation Factor _____%

B.9 Revenue Share: Specify a per ton revenue sharing formula (if applicable).

Per Ton Revenue Share (\$ or %): \$ _____

_____%

B.10 Trigger Price: Specify a trigger price for the revenue sharing (if applicable).

Per Ton Trigger Price: \$ _____

B.11 Market Index: Specify a market index for the revenue sharing (if applicable).

B.12 Revenue Sharing Example: Show a sample calculation of the tip

fee/revenue sharing arrangement using the proposed factors provided above (B.7 to

B.11).



COST PROPOSAL – FORM C

Operation of RRRASOC MRF, Processing and Marketing

of RRRASOC Residential Recyclables, and Related Recycling Opportunities

Cost Proposal Form C:

Use of RRRASOC MRF Building/Equipment for Other Functions

Proposed Royalty or Host Fee Payment – or other Mechanism to Account for Building and Equipment Depreciation, Renewal and Replacement (if applicable to proposed use)

C.1 Royalty or Host Fee Payment: Specify a Royalty or Host Fee Payment (if applicable).

Per Ton Royalty Payment: _____ \$

C.2 Mechanism to Account for Building and Equipment Depreciation, Renewal and Replacement:

Describe the proposed mechanism and provide an example of its use including supporting calculations (e.g., contributions to an equipment replacement fund based on throughput and expected equipment replacement schedule)

Lease Payment on Building

C.3 Building Lease Payment: Specify an Annual Value for Monthly Lease Payment

Total Annual Lease Payment: _____ \$

C.4 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the lease payment

Annual Price Escalation Factor _____%

Coverage of Other Costs

C.5 Host Fee Payment: Specify an Annual Value for Payment

Proposed Tip Fee Schedule for any RRRASOC tons (if applicable)

C.6 Tip Fee Schedule: Specify a per ton fee to operate the RRRASOC MRF as

January 9, 2023 RRRASOC Request for Proposal
MRF Operation, Recycling Processing/Marketing and Related Recycling Services



a transfer station for the RRRASOC single stream recyclables and specify a per ton or per unit tip fee for any other items (e.g., waste electronics, scrap metal, etc.) that RRRASOC may be able to deliver to the site (if applicable).

Item (Describe):	Tip Fee:	Unit (e.g., tons)
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

C.7 Annual Escalation Factor: Specify the annual price increase factor (if any) to be applied to each successive year for the tip fee schedule identified above – break down by material type if applicable.

Item (from list in C.6):	Annual Escalation Factor
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %



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ATTACHMENT C: RRRASOC MRF Description

Request for Proposals

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities



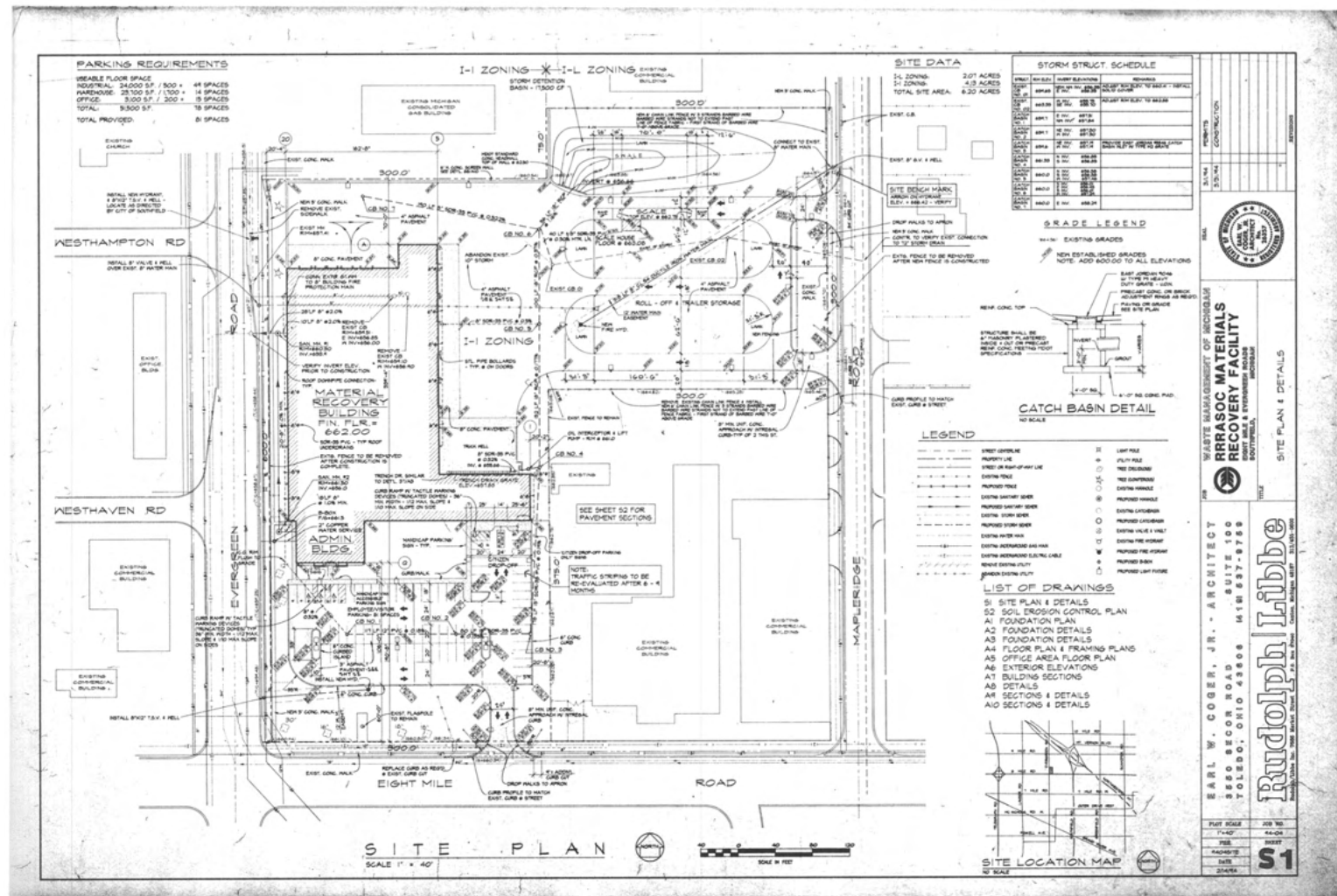
ATTACHMENT C: RRRASOC MRF Description

The RRRASOC Materials Recovery Facility (MRF) was originally built in 1994. The facility was built on the site of a vacant manufacturing facility, symbolizing RRRASOC's commitment to "recycling" the urban infrastructure. Following a large fire in 2014, in partnership with its private operating contractor, ReCommunity Recycling (now Republic Services), RRRASOC repaired the MRF and installed a state-of-the-art single stream processing system in 2016. The MRF designed processing capacity is up to 20 tons of recyclable material per hour from residential curbside recycling programs, commercial and industrial businesses and items collected from the two recycling drop-off sites. One of the drop off sites is at the RRRASOC MRF.

The MRF building is approximately 53,000 square feet, with approximately 48,000 square feet devoted to processing, storage, and shipment of the recyclable materials. The MRF is located at 20000 West Eight Mile Road in Southfield, at the northeast corner of Eight Mile and Evergreen.

Materials collected at this facility are shipped to various commodity markets to be part of the critical supply chain, creating products that are necessary for everyday living

Original Site Plan






Current Equipment

ReCommunity Southfield

A Resource Recovery Facility

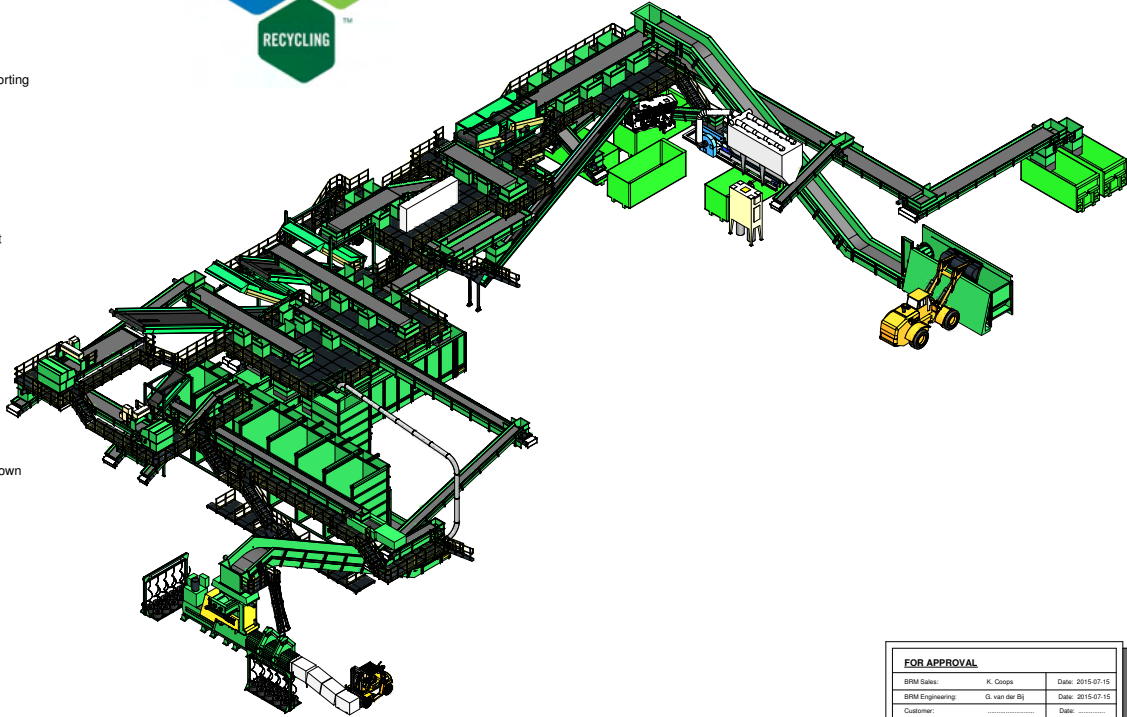


Specifications:

General
Type of Plant: Single Stream Sorting

Material Recovery Facility
Type of Building: Existing Building
Zone 1
Estimated length: 266 ft / 81 m
Estimated width: 161 ft / 49 m
Estimated height: 36 ft / 11 m
Estimated tipping Area: 984 ft / 300 m
Estimated tipping Volume: 5906 ft / 1800 m
Example equipment: Excavator, forklift


Remarks
- Material outputs according to specified material breakdown





FOR APPROVAL			
BPM Tasks:	K. Oroppe	Date:	2015-07-15
BPM Engineering:	G. van der Bijl	Date:	2015-07-15
Customer:		Date:	


Approval of drawings in no way absolves BPM from responsibilities for their accuracy, or for the design, construction and performance of the equipment, as stated in the formal order.

Detailing, production and component purchasing will NOT begin until one set of drawings has been approved, signed and returned to BPM.









REVISION		REVISION	
Rev.	1	Date	2015-07-15
Rev.	2	Date	2015-07-15
Rev.	3	Date	2015-07-15
Rev.	4	Date	2015-07-15
Rev.	5	Date	2015-07-15
Rev.	6	Date	2015-07-15
Rev.	7	Date	2015-07-15
Rev.	8	Date	2015-07-15
Rev.	9	Date	2015-07-15
Rev.	10	Date	2015-07-15

ReCommunity Southfield
A Resource Recovery Facility

Sheet no. 1 of 8



An assessment of the MRF by RRS identified the following system components recommended to be repaired or refurbished in the first two years of any new operating agreement:

IMPROVEMENT CATEGORY	DETAILS
FEED	Repair drum, conveyors, hopper and guards
PRESORT/OCC	All major components replaced
GLASS CLEANUP	Screen, Wall air, Blowers, Belts
PAPER SORTING	Conveyor repairs
CONTAINER LINE	Repair existing OSs, Repair conveyors, Repair magnet, Repair ECS
OTHER CONVEYORS	Connecting and residue conveyors
STORAGE BUNKERS	Doors, slats, hydraulics, belt
BALER/FEED	Conveyor, hydraulics, liners, tier, other
RESIDUE TRANSFER	Repair power units, compactor, shuttle conveyor
CONTROL SYSTEM	TBD
DATA COLLECTION	New

DETAILED LIST

Equipment Name	Equipment Issue
D101 Drum Feeder	Tail shaft and side unguarded
D101 Drum Feeder	Bent frame
D101 Drum Feeder	Bent belt slats
D101 Drum Feeder	Hole above discharge flaps
C102 Incline Conveyor	Holes & tears in belt
C102 Incline Conveyor	Frame is bent and rusting (in pit)
C103 Pre Sort Conveyor OCC	Skirting worn out
C401 Discharge Conveyor Fines	Patch repair on belt
C403 Incline Conveyor Fines	Tracking issue
C403 Incline Conveyor Fines	Tear in belt
D407 2 Way Glass Cleaner	Glass cleaner frame wear
S404 Vibratory Screen	Hole in screen
C409 Discharge Conveyor Lights	Skirting is worn out
Pre Sort Conveyor ONP	Skirting is worn out
C110 Discharge Conveyor OCC	Skirting is torn
C301 Discharge Conveyor Containers	Patch repair on belt
C205 QC Conveyor MP	Skirting is worn out
C210 Transfer Conveyor MP	Skirting is curled
C211 Incline Conveyor MP	Skirting is torn or curled
T305 Titech	Splitter roller motor inoperable



T305 Titech	Hole in belt
C306 QC Conveyor PET	Skirting worn out
C312 Sorting Conveyor Commingled	Glass on container line
EC313 Eddy Current	Hole in divider flap
Baler Incline Conveyor	Multiple cleats missing
Baler Incline Conveyor	Patch repair on belt
Compactor #2	Cooling fan missing
MP Screen Blower	Cover missing
Building floor	Concrete worn near baler ejection
Building	Building damage near compactors
Building	Loading dock door damage
Building	Loading dock door #2 damage

The assessment also identified the following items as potential equipment/technology upgrades to improve material quality, reduce labor costs, or both:

UPGRADE CATEGORY	Options
FEED	No improvements
PRESORT/OCC	Anti-wrap OCC or Auger screen Repair feed
GLASS CLEANUP	No improvements
PAPER SORTING	Anti-wrap screens or Ballistic Separator Optical Sorters
CONTAINER LINE	3 robots at selected stations or Two OS w/accessories or Two OS w/accessories& AI robot
STORAGE BUNKERS	No improvements
BALER/FEED	No improvements
RESIDUE TRANSFER	No improvements
CONTROL SYSTEM	Varies with vendor mix



ATTACHMENT D: RRRASOC 2021 Annual Report

Request for Proposals

Operation of RRRASOC MRF, Processing and Marketing of RRRASOC Residential Recyclables, and Related Recycling Opportunities



R·R·R·A·S·O·C

2021 Annual Report

Member Communities

**Farmington
Farmington Hills
Milford
Milford Township
Novi
South Lyon
Southfield
Walled Lake
Wixom**

Board of Directors

Chairman

Fred Zorn, City Administrator, Southfield

Vice Chairman

Don Green, Township Supervisor, Milford Township

Treasurer

Chelsea Pesta, Assistant City Manager, Walled Lake

Secretary

Gary Mekjian, Assistant City Manager, Farmington Hills

David Murphy, City Manager, Farmington
Christian Wuerth, Village Manager, Milford
Pete Auger, City Manager, Novi
Paul Zelenak, City Manager, South Lyon
L. Dennis Whitt, City Manager, Walled Lake
Steve Brown, City Manager, Wixom

Designated Board Alternates

Chuck Eudy, Director, Farmington Department of Public Services
Karen Mondora, Director, Farmington Hills Department of Public Services
Mike Karll, Director, Milford Department of Public Services
Jeff Herczeg, Director, Novi Department of Public Works
John Michrina, Deputy City Administrator, Southfield
Tim Sikma, Director, Wixom Department of Public Works

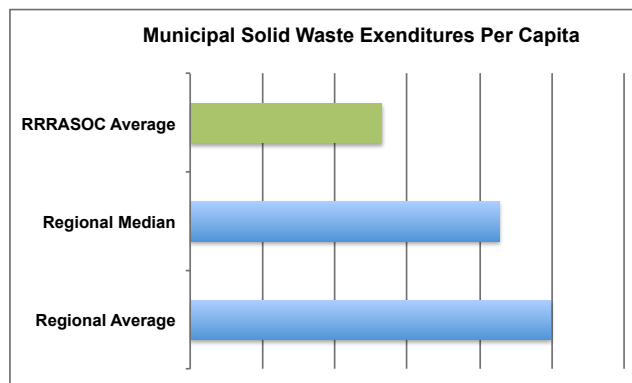
RRRASOC Staff

Michael Csapo, General Manager
Laura Shaw, Administrative Secretary
Saundra Porter, Education Coordinator

During 2021, RRRASOC, its Member Communities, and the contractors that provide services to our residents continued to demonstrate institutional resiliency, meeting the materials management needs of our residents despite the ongoing difficulties posed by the COVID 19 pandemic, labor shortages, and supply chain disruptions.

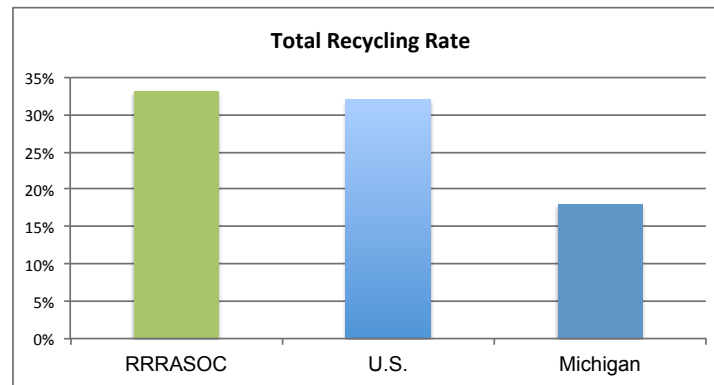
Notable activities last year included:

- RRRASOC and its MRF operating partner, Republic Services, met the continuing operational challenges. The RRRASOC MRF remained one of the highest volume facilities in Michigan, providing important feedstock to the critical supply chain;
- RRRASOC completed Phase One of a project with IRIS Waste Diversion Specialists and The Recycling Partnership to improve material quality and processing safety by reducing recycling contamination, using a \$150,000 Recycling Quality Improvement grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE). A follow up grant of \$50,000 for Phase Two was additionally awarded;
- Installation of the Michigan EGLE grant-funded security cameras for the Novi Drop Off Center was completed;
- A Michigan EGLE grant of nearly \$65,000 was secured to install a document shredder at the MRF, with completion expected in early 2022;
- The Michigan Department of Agriculture again awarded a \$20,000 Clean Sweep grant to RRRASOC to facilitate the collection of pesticides within our communities;
- RRRASOC worked closely with third party organizations such as The Recycling Partnership, the Carton Council, and the Foodservice Packing Institute to expand recycling and fund educational and promotional material throughout the area;
- RRRASOC assisted four communities in negotiating curbside service contract extensions and helped prepare two communities for soliciting proposals for curbside services in 2022;
- The HHW program set records in terms of both participation and material collected;
- The annual audit by Plante & Moran of the *RRRASOC Financial Report for FY 2020 – 2021* showed that RRRASOC conducted its financial affairs in accordance with generally accepted accounting principles and that the Authority improved its financial position;
- The completion of the *FY 2021 – 2022 Solid Waste Expenditure Benchmark Study* demonstrated the continued cost effectiveness of the programs in the RRRASOC communities.

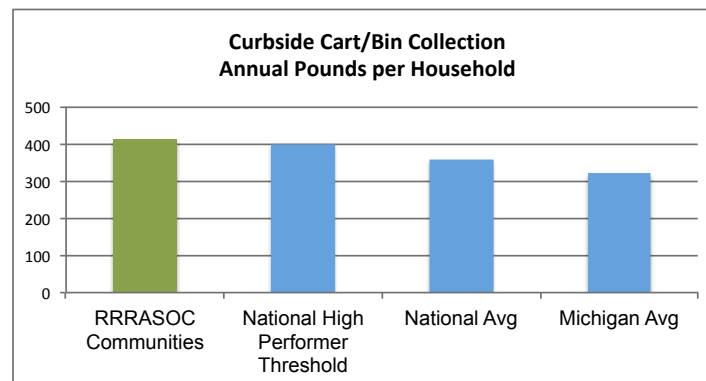


More than 34,000 tons of recyclable and reusable material, yard waste, and household hazardous waste items were collected and diverted from local landfills through the RRRASOC curbside collection, drop-off, and event-based programs.

The combined recycling rate of the RRRASOC communities was 33.5%, which is higher than both the Michigan and national rates.



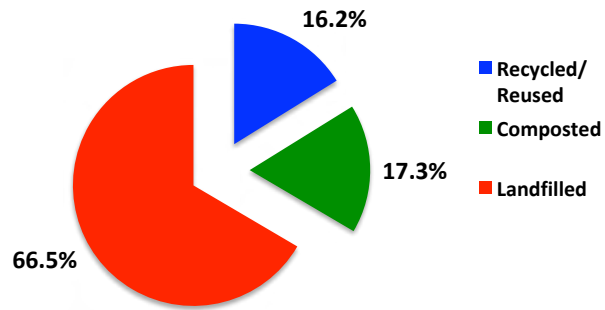
Overall, the RRRASOC communities collected more than 412 pounds per household through their curbside cart/bin collection programs, exceeding the national “High Performer” benchmark, in addition to the national and Michigan averages.



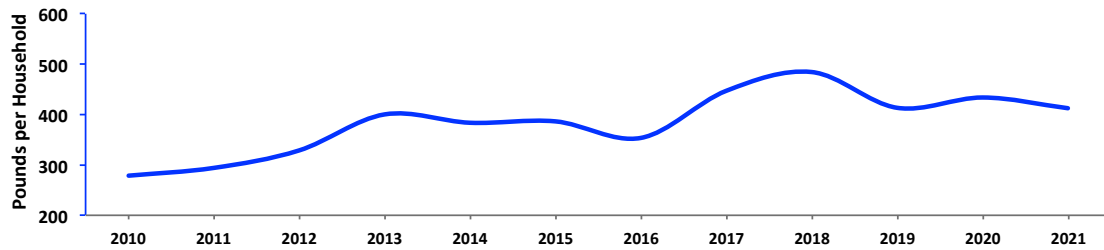
Lifecycle analysis shows that recapturing those resources for value-added economic activity also yielded significant environmental benefits, including the following:

- ♻️ Conserved nearly 164 billion Btu, the equivalent of the annual energy consumption of 1,623 households;
- ♻️ Preserved nearly 123,000 trees;
- ♻️ Reduced waterborne pollution emissions by 69 tons;
- ♻️ Reduced airborne pollution emissions 18,386 metric tons of carbon equivalent.

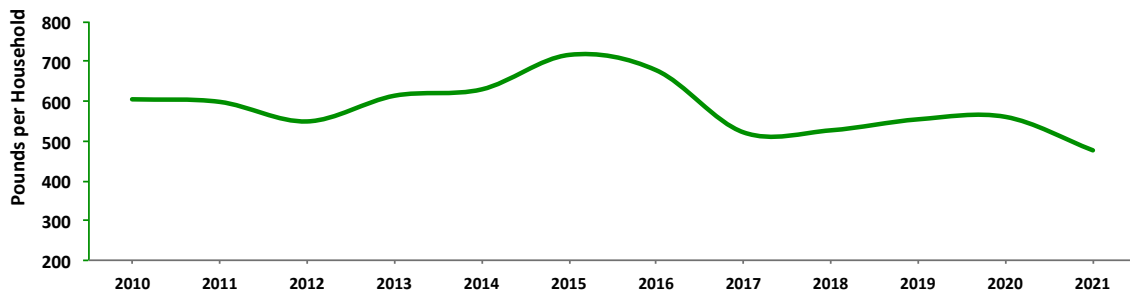
Solid Waste Disposition: 2021



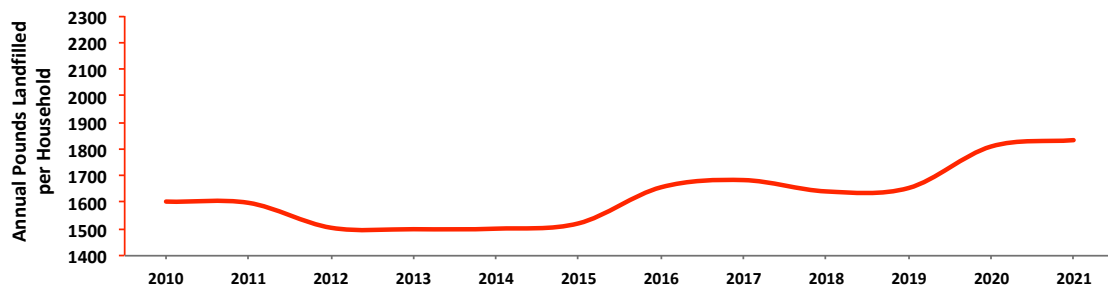
Recycling History Curbside Collection



Composting History



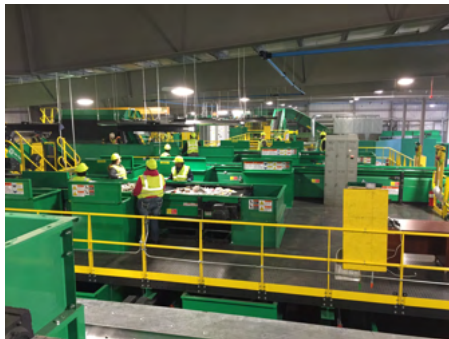
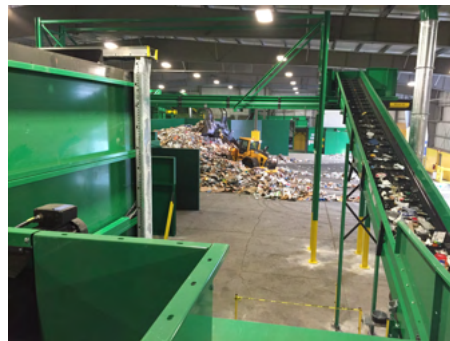
Waste Generation History



RRRASOC's MRF operating partner, Republic Services, operated the MRF at full capacity, running two production shifts per day, often six days per week, as the MRF continued to serve as the cornerstone for recycling throughout much of southeast Michigan.

Republic Services successfully managed the facility as part of the critical supply chain, with no significant lost operational time due to health, safety, or labor issues.

Overall, the facility processed 68,500 tons of material during the year. Nearly 24% was material from the 74,000 RRRASOC area homes and the RRRASOC drop-off centers. Our communities accounted for more than 16,000 tons of paper, glass, plastic, and metal that was processed at the MRF and shipped throughout the U.S. and abroad, providing valuable feedstock for manufacturers.



RRRASOC's Household Hazardous Waste (HHW) collection program had record-breaking performance in 2021. Nearly 9,000 residents participated in the program taking advantage of the opportunity to recycle and properly dispose of the hazardous material found in their homes, making it the highest year of participation in program history.

Participation was 10.5% higher than the previous record set in 2019 and 17.5% higher than the average for the prior five years. The Wixom spring event had its highest attendance ever, as did the use of the contractor's site for drop off.

Nearly 600,000 pounds of material were collected in 2021, which is 15% more than 2020 and 31% more than the average for the prior five years.

ERG Environmental Services, a local hazardous waste company, handled the material. Disposal and recycling costs through ERG continued to be among the lowest in southeast Michigan. All material was handled in accordance with state and federal laws.

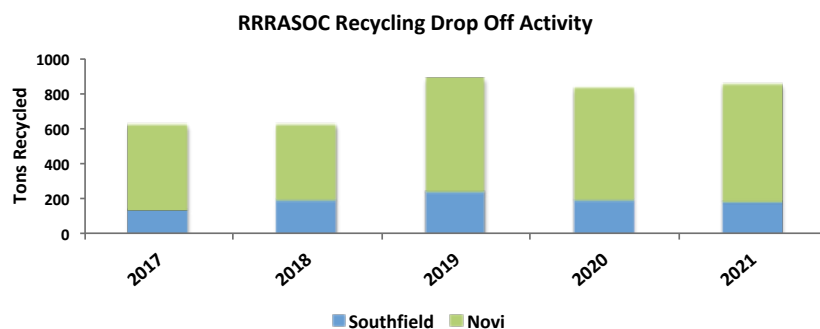


RRRASOC's recycling drop-off centers continued to be a popular recycling option for many throughout the region. Last year, 847 tons were brought to the sites, which is 15% higher than the average for the previous four years.

The drop-off center in Novi accounted for 662 tons of recycling, while the Southfield location contributed another 185 tons.

RRRASOC continued to work with IRIS Waste Diversion Specialists and The Recycling Partnership to conduct analysis and education surrounding the use of the Novi site to reduce contamination and improve material preparation compliance.

RRRASOC also completed the installation of grant-funded cameras at the Novi site to further improve site management, reduce contamination and illicit dumping, and improve site safety.



RRRASOC continued to use a multi-platform approach to community outreach and materials management education. Last year's efforts complemented the communication programs of our individual communities with the following:

- Nearly 100,00 grant-funded, direct mail educational postcards;
- 55,405 first time users of the online Recycling Directory;
- 347,750 material searches using our online Recycling Directory, which was more than four times the number of searches in 2020;
- Downloads of the Recycling Directory mobile application increased by 11%;
- Subscribers to our monthly electronic newsletter increased by more than 16%;
- 761 new resident packets were distributed;
- Improvements were made to RRRASOC's digital and print information by IRIS Waste Diversion Specialists, with design and funding assistance from stakeholder organizations such as The Recycling Partnership, the Carton Council, and the Foodservice Packaging Institute.

Resource Recovery and Recycling Authority of Southwest Oakland County 2021 Annual Report





R·R·R·A·S·O·C

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