



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE DEPARTMENT
Purchasing Department

100 N. Broadway, Suite 610 ~ Wichita, KS 67202

Phone: 316 660-7255 Fax: 316 660-1839

[https://www.sedgwickcounty.org/finance/purchasing/
requests-for-bid-and-proposal/](https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/)

REQUEST FOR PROPOSAL
RFP #24-0023
PICK-UP, TRANSPORTATION, AND DISPOSAL OF HAZARDOUS WASTE

May 28, 2024

Sedgwick County, Kansas (hereinafter referred to as “county”) is seeking a firm or firms to provide pick-up, transportation, and disposal of hazardous waste. If your firm is interested in submitting a response, please do so in accordance with the instructions contained within the attached Request for Proposal. Responses are due no later than 1:45 pm CDT, TUESDAY, June 18, 2024.

All contact concerning this solicitation shall be made through the Purchasing Department. Proposers shall not contact county employees, department heads, using agencies, evaluation committee members or elected officials with questions or any other concerns about the solicitation. Questions, clarifications and concerns shall be submitted to the Purchasing Department in writing. Failure to comply with these guidelines may disqualify the Proposer’s response.

Sincerely,

Jaimee Witmer
Purchasing Agent

JW/ch

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I. About this Document

This document is a Request for Proposal. It differs from a Request for Bid or Quotation in that the county is seeking a solution, as described on the cover page and in the following Background Information section, not a bid or quotation meeting firm specifications for the lowest price. As such, the lowest price proposed will not guarantee an award recommendation. As defined in Charter Resolution No. 68, Competitive Sealed Proposals will be evaluated based upon criteria formulated around the most important features of the product(s) and/or service(s), of which quality, testing, references, service, availability or capability, may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards that measure how well a vendor’s approach meets the desired requirements and needs of the county. Criteria that will be used and considered in evaluation for award are set forth in this document. The county will thoroughly review all proposals received. The county will also utilize its best judgment when determining whether to schedule a pre-proposal conference, before proposals are accepted, or meetings with vendors, after receipt of all proposals. A Purchase Order/Contract will be awarded to a qualified vendor submitting the best proposal. **Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service(s) and/or product(s) which best meets its required needs, quality levels and budget constraints.**

The nature of this work is for a public entity and will require the expenditure of public funds and/or use of public facilities, therefore the successful proposer will understand that portions (potentially all) of their proposal may become public record at any time after receipt of proposals. Proposal responses, purchase orders and final contracts are subject to public disclosure after award. All confidential or proprietary information should be clearly denoted in proposal responses and responders should understand this information will be considered prior to release, however no guarantee is made that information will be withheld from public view.

II. Background

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas’ 105 counties with a population estimated at more than 514,000 persons. It is the 16th largest in area, with 1,008 square miles, and reportedly has the second highest per capita wealth among Kansas’ counties. Organizationally, the county is a Commission/Manager entity, employs nearly 2,500 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

Sedgwick County has operated a Household Hazardous Waste Program since January of 2002. This facility is located at 801 Stillwell, Wichita, Kansas. The mission of the Household Hazardous Waste Facility is to Reuse and Recycle as much of the material that enters the facility as possible.

Services performed at the Sedgwick County Household Hazardous Waste Department (SCHHWD) include all site operations, transportation, and disposal services required by a special waste collection program. Operations consist of collection and consolidation of regulated and non-regulated special wastes generated from residents (individual households) and qualified business (qualifying conditionally exempt small quantity generators), located in Sedgwick County, Kansas. Hours of operation for the facility is Tuesday through Friday from 9:00 am until 5:00 pm, and Saturday from 9:00 am until 3:00 pm. The facility is closed on all county holidays.

Appendix A contains the Sedgwick County HHW Annual Report for 2023. The following table lists the previous years’ volumes for the major waste streams in 2021 and 2022.

The Volume is Listed in Pounds:

	2021	2022
PARTICIPANTS	24,524	25,236
FLAMMABLES	277,698	220,723
LATEX PAINT	375,640	370,080
OTHER HAZARDOUS WASTE (LBS.)	108,070	97,170
OTHER NON-HAZARDOUS WASTE (LBS.)	132,718	110,121
Total Waste Shipped	894,126	798,094

III. Project Objectives

Sedgwick County, Kansas (hereinafter referred to as “county”) is seeking a firm or firms to provide pick-up, transportation, and disposal of hazardous waste. The following objectives have been identified for this contract:

1. Acquire hazardous waste services meeting the parameters, conditions and mandatory requirements presented in the document.
2. Establish contract pricing with the vendor that has the best proven “track-record” in performance, service and customer satisfaction.
3. Acquire hazardous waste services with the most advantageous overall cost to the county.

IV. Submittals

Carefully review this Request for Proposal. It provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate with an electronic response, the RFP number must be entered in the subject line and email the entire document with supplementary materials to:

Purchasing@sedgwick.gov

Should you elect to participate with a physical response, the response must be sealed and marked on the lower left-hand corner with the firm name and address, bid number, and bid due date. Submit one (1) original **AND** one (1) electronic copy (.PDF/Word supplied on a flash drive) of the entire document with any supplementary materials to:

Jaimee Witmer
Sedgwick County Purchasing Department
100 N. Broadway, Suite 610
Wichita, KS 67202

SUBMITTALS are due **NO LATER THAN 1:45 pm CDT, TUESDAY, June 18, 2024.** If there is any difficulty submitting a response electronically, please contact the Purchasing Technicians at purchasing@sedgwick.gov for assistance. Late or incomplete responses will not be accepted and will not receive consideration for final award. If you choose to send a hard copy of your proposal, Sedgwick County will not accept submissions that arrive late due to the fault of the U.S. Postal Service, United Parcel Service, DHL, FedEx, or any other delivery/courier service.

Proposal responses will be acknowledged and read into record at Bid Opening, **which will occur at 2:15 pm CDT on the due date.** No information other than the respondent’s name will be disclosed at Bid Opening. We will continue to have Bid Openings for the items listed currently. If you would like to listen in as these proposals are read into the record, **please dial our Meet Me line @ (316) 660-7271 at 2:15 pm.**

V. Scope of Work

Items listed in this section are requirements to completion of services under this contract. Contractor shall furnish labor, parts, material, and equipment necessary to perform the following:

1. Respond to requests to collect hazardous waste. Shipment of materials will occur every one (1) to two (2) weeks. The county will notify the vendor of quantities to collect with a one-day advance notice. Vendor will collect all of the waste in a single load with a correct-sized vehicle (no split loads). Be able to pick up every other Friday before 11:00 am or after 2:00 pm.
2. Prior to hazardous waste collection, have all required manifests, land-ban forms, waste acceptance forms, and disposal authorizations for all types of generated waste.
3. Any changes in disposal sites must be approved by SCHHWD prior to shipment throughout the term of the contract.
4. Invoicing (with correct pricing per contract) will be done within 35 days of shipment date.
5. Contractor must submit a credit rebill, with original invoice number, for any incorrect invoices received by the county, within 35 day of submission of corrected invoice.

6. Meet all certification and licensing requirements for employees, vehicles, and facilities, and maintain all certificates, licenses, and annual inspections required by local, state, federal, or regulating authorities during the term of the contract and provide copies to Sedgwick County.
7. Ensure all final disposal facilities are handling waste is in accordance with all federal and state requirements for hazardous waste handling.
8. All material will be manifested offsite to the pre-approved Transfer Storage Disposal Facility (TSDF). All associated waste collected at the facility will carry the appropriate waste codes. Contractor will provide all certificates of disposal/destruction/receipt within 35 days for each shipment. Certificate of receipt needs to be submitted prior to payment being issued.
9. Complete an information packet (audit package), which will be provided for all final disposal/destruction facilities for the waste managed by the contractor generated by the collection program. The audit package will include evaluation and criteria for acceptance for all internal (owned) facilities, and all subcontracted (brokered) facilities and points of disposal for these generated wastes will be submitted in the RFP. Included also in the audit package should be the contact at the facility, phone number, and name of the state or federal regulatory authorities overseeing the receiving facility. A copy of this audit information shall be submitted if alternative disposal outlets are presented for approval.
10. Have pre-approved profiles for all the waste generated and label all containers according to the appropriate laws and regulations prior to shipment.
11. Provide all costs for routine waste acceptance profiles and additional sampling. Unknown's analysis and pre-transport finger printing will be the responsibility of the contractor. Any supplemental profile sampling, testing, or waste stream analysis will also be the responsibility of the contractor to pay for any shipping costs, repacking costs, and disposal costs for any non-conforming wastes.
12. Transport collected waste material to an EPA(Environmental Protection Agency) approved treatment, disposal, or storage facility and return the signed manifests to the SCHHWD within 35 days of pickup. If necessary, the contractor will, upon request, initiate the required exemption report to the Kansas Department of Health & Environment (KDHE) for manifests not returned within the initial 45 days.
13. Assist county staff with any special handling requirements prior to shipment.
14. Identify and specify any percentage of the waste generated by this contract that will be recycled (energy recovery and/or product recovery) and materials that will be put to an alternative beneficial use.
15. Labor contractor must provide certification that all staff members have met the minimum (24) hours of HAZWOPER (Hazardous Waste Operations and Emergency Response Standard) training.
16. Provide a complete updated list of all storage, treatment, and disposal facilities which will be utilized on this project and the nature of the arrangements with those facilities, i.e. ownership, owned subsidiary, long-term contract, lease, or fee for service, etc. List should be current at all times.
17. Must have pre-approvals for receipt of the types of waste transported to the disposal facility. All proposed transportation, treatment, storage disposal facilities, and equipment must meet all EPA guidelines and comply with all applicable current federal, state, and local laws, regulations and ordinances. All materials must be shipped off site to an approved treatment, storage and disposal facilities (TSDF) site for disposal.
18. Provide documentation and appropriate transportation identification number issued by the KDHE.
19. Certification and EPA identification numbers must be provided to the SCHHWD for all contractors and vendors that will handle, transport, treat, or dispose of the materials generated by the program. The list of approved facilities must be updated if and when there are any changes in ownership status, regulatory actions, transportation changes, and treatment and disposal facilities.
20. All roll-off containers must be clean and have an installed liner. Sedgwick County reserves the right to reject any roll-offs that do not meet this specification at no cost to the county.
21. Be able to deliver roll -offs, boxes, liners, etc., within 48 hours of call.
22. Contractor will work with county staff at five (5) remote events around the county. These will take place on Saturdays. These will be four (4) hour events and will require up to 10 technicians. The labor needed at the sites and at the facility will require current 24 hour HAZWOPER certification. The HHW Supervisor will determine how many "field chemists" positions or "technician" positions are needed prior to the event. Contractor will supply setup materials such as PPE, storage and transportation containers, visqueen, pallets, packaging, labels, paperwork, etc. All materials collected at these events will go directly to the TSDF.
23. Fill out [Pricing Page](#) with appropriate information. If additional space is required, please attach additional pages.
24. The contractor shall work with County staff to pursue options for disposal cost reductions.

25. The contractor shall provide training to county staff on proper segregation and packaging of hazardous waste, manifesting, spill clean-up, and DOT and EPA regulations as needed and requested.
26. Contractor shall be responsible for any damage, spill clean-up, etc. caused by contractor while on site.
27. Respondent shall provide a list of waste materials which the contractor will not accept for treatment and/or disposal.
28. Surcharges (fuel or otherwise) are not allowed under any agreement as a result of this RFP. Any such surcharges are to be included in the contract pricing.
29. The county reserves the right to add additional services to the contract with the mutual consent of the contracting parties within the contract period.

VI. Sedgwick County's Responsibilities

- Provide information, as legally allowed, in possession of the county, which relates to the county's requirements or which is relevant to this project.
- Designate a person to act as the County Contract Manager with respect to the work to be performed under this contract.
- County reserves the right to make inspections at various points of the project. Contractor agrees to openly participate in said inspections and provide information to the county on the progress, expected completion date and any unforeseen or unexpected complications in the project.

VII. Proposal Terms

A. Questions and Contact Information

Any questions regarding this document must be submitted via email to Jaimee Witmer at Jaimee.Witmer@Sedgwick.gov by 5:00 pm CDT, June 4, 2024. Any questions of a substantive nature will be answered in written form as an addendum and posted on the purchasing website at <https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/> under the Documents column associated with this RFP number by 5:00 pm CDT, June 11, 2024. Firms are responsible for checking the website and acknowledging any addenda on their proposal response form.

B. Minimum Firm Qualifications

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the service(s) and/or product(s) specified in this Request for Proposal. Firms must meet or exceed these qualifications to be considered for award. Any exceptions to the requirements listed should be clearly detailed in proposer's response. Proposers shall:

1. Have a minimum of five (5) years' experience in providing services similar to those specified in this RFP.
2. Have an understanding of industry standards and best practices.
3. Have experience in managing projects of comparable size and complexity to that being proposed.
4. Have knowledge of and comply with all currently applicable, and as they become enacted during the contract term, federal, state and local laws, statutes, ordinances, rules and regulations. All laws of the State of Kansas, whether substantive or procedural, shall apply to the contract, and all statutory, charter, and ordinance provisions that are applicable to public contracts in the county shall be followed with respect to the contract.
5. Municipal and county government experience is desired, however, the county will make the final determination based on responses received and the evaluation process.
6. Have the capacity to acquire all bonds, escrows or insurances as outlined in the terms of this RFP.
7. Provide project supervision (as required) and quality control procedures.
8. Have appropriate material, equipment and labor to perform specified services.
9. Park only in designated areas and display parking permit (if provided).
10. Wear company uniform or ID badge for identification purposes.

C. [Evaluation Criteria](#)

The selection process will be based on the responses to this RFP. County staff will judge each response as determined by the scoring criteria below. Purchasing staff are not a part of the evaluation committee.

Component	Points
a. Scope of Work Responses	30
b. Firm Qualifications	20
c. Relevant Experience	20
d. References	10
e. Pricing	20
Total Points	100

Assume the following cost proposals (**examples only**)

- A. \$50,000.00
- B. \$38,000.00
- C. \$49,000.00

Company B with a total price of \$38,000.00 is the low offer. Take the low offer and divide each of the other offers into the low offer to calculate a percentage. This percentage is then multiplied by the number of points available for the cost. In this case, 10 points are allocated to cost.

- A. \$38,000.00 divided by \$50,000.00 =.76 .76*10 7.6 points
- B. \$38,000.00 divided by \$38,000.00 =1.00 1.00*10 10 points
- C. \$38,000.00 divided by \$49,000.00=.77 .77*10 7.7 points

Any final negotiations for services, terms and conditions will be based, in part, on the firm’s method of providing the service and the fee schedule achieved through discussions and agreement with the county’s review committee. The county is under no obligation to accept the lowest priced proposal and reserves the right to further negotiate services and costs that are proposed. The county also reserves the sole right to recommend for award the proposal and plan that it deems to be in its best interest.

The county reserves the right to reject all proposals. All proposals, including supporting documentation shall become the property of Sedgwick County. All costs incurred in the preparation of this proposal shall be the responsibility of the firm making the proposals. Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service which best meets its required needs, quality levels and budget constraints.

D. [Request for Proposal Timeline](#)

The following dates are provided for information purposes and are subject to change without notice. Contact the Purchasing Department at (316) 660-7255 to confirm any and all dates.

Distribution of Request for Proposal to interested parties	May 28, 2024
Questions and clarifications submitted via email by 5:00 pm CDT	June 4, 2024
Addendum Issued by 5:00 pm CDT	June 11, 2024
Proposal due before 1:45 pm CDT	June 18, 2024
Evaluation Period	June 20, 2024 – July 11, 2024
Board of Bids and Contracts Recommendation	July 25, 2024
Board of County Commission Award	August 7, 2024

E. Contract Period and Payment Terms

A contractual period will begin following Board of County Commissioners (BoCC) approval of the successful firm(s) and continue for a period of one (1) year with three (3) one (1) year options to renew.

County may cancel its obligations herein upon thirty-day (30) prior written notice to the other party. It is understood that funding may cease or be reduced at any time, and in the event that adequate funds are not available to meet the obligations hereunder, either party reserves the right to terminate this agreement upon thirty (30) days prior written notice to the other. Payment will be remitted following receipt of monthly detailed invoice.

Payment and Invoice Provisions

<https://www.sedgwickcounty.org/media/55477/payment-and-invoice-provisions.pdf>

F. Insurance Requirements

Liability insurance coverage indicated below must be considered as primary and not as excess insurance. If required, contractor’s professional liability/errors and omissions insurance shall (i) have a policy retroactive date prior to the date any professional services are provided for this project, and (ii) be maintained for a minimum of three (3) years past completion of the project. Contractor shall furnish a certificate evidencing such coverage, with county listed as an additional insured including both ongoing and completed operations, except for professional liability, workers’ compensation and employer’s liability. **Certificate shall be provided prior to award of contract.** Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after county receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A-VIII and licensed to do business in the State of Kansas (**must be acknowledged on the bid/proposal response form**).

NOTE: If any insurance is subject to a deductible or self-insured retention, written disclosure must be included in your proposal response and also be noted on the certificate of insurance.

It is the responsibility of contractor to require that any and all approved subcontractors meet the minimum insurance requirements.

Workers’ Compensation:	
Applicable coverage per State Statutes	
Employer’s Liability Insurance:	\$500,000.00
Commercial General Liability Insurance (on form CG 00 01 04 13 or its equivalent):	
Each Occurrence	\$1,000,000.00
General Aggregate, per project	\$2,000,000.00
Personal Injury	\$1,000,000.00
Products and Completed Operations Aggregate	\$2,000,000.00
Automobile Liability:	
Combined single limit	\$500,000.00
Umbrella Liability:	
Following form for both the general liability and automobile	
<input checked="" type="checkbox"/> Required / <input type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Professional Liability/ Errors & Omissions Insurance:	
<input type="checkbox"/> Required / <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Pollution Liability Insurance:	
<input checked="" type="checkbox"/> Required / <input type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00

Special Risks or Circumstances:

Entity reserves the right to modify, by written contract, these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

IF CONTRACTOR IS PROVIDING CONSTRUCTION SERVICES:

In addition to the above coverages, contractor shall also provide the following:

Builder's Risk Insurance:	In the amount of the initial Contract Sum, plus the value of subsequent modifications and cost of materials supplied and installed by others, comprising the total value for the entire Project on a replacement cost basis without optional deductibles. Entity, contractor, and all Subcontractors shall be included as named insured's.
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G. Indemnification

To the fullest extent of the law, the provider, its subcontractor, agents, servants, officers or employees shall indemnify and hold harmless Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the provider's performance of the agreement or any other agreements of the provider entered into by reason thereof. The provider shall indemnify and defend Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the provider, its subcontractor, agents, servants, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damage awards, costs and reasonable attorney's fees. This indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The provider agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

H. Confidential Matters and Data Ownership

The successful proposer agrees all data, records and information, which the proposer, its agents and employees, which is the subject of this proposal, obtain access, remains at all times exclusively the property of Sedgwick County. The successful proposer agrees all such data, records, plans and information constitutes at all times proprietary information of Sedgwick County. The successful proposer agrees that it will not disclose, provide, or make available any of such proprietary information in any form to any person or entity. In addition, the successful proposer agrees it will not use any names or addresses contained in such data, records, plans and information for the purpose of selling or offering for sale any property or service to any person or entity who resides at any address in such data. In addition, the successful proposer agrees it will not sell, give or otherwise make available to any person or entity any names or addresses contained in or derived from such data, records and information for the purpose of allowing such person to sell or offer for sale any property or service to any person or entity named in such data. Successful proposer agrees it will take all reasonable steps and the same protective precautions to protect Sedgwick County's proprietary information from disclosure to third parties as with successful proposer's own proprietary and confidential information. Proposer agrees that all data, regardless of form that is generated as a result of this Request for Proposal is the property of Sedgwick County.

I. Proposal Conditions

<https://www.sedgwickcounty.org/media/31338/proposal-terms-conditions.pdf>

General Contract Provisions

<https://www.sedgwickcounty.org/media/31337/general-contractual-provisions.pdf>

Mandatory Contract Provisions

<https://www.sedgwickcounty.org/media/31336/mandatory-contractual-provisions.pdf>

Independent Contractor

<https://www.sedgwickcounty.org/media/54780/independent-contractor-addendum.pdf>

Sample Contract

<https://www.sedgwickcounty.org/media/39236/sample-contract.pdf>

Federal Certifications Addendum Sedgwick County

<https://www.sedgwickcounty.org/media/59719/federal-certifications-addendum-updated-for-changes-to-ug-11-12-2020-no-signature-line.pdf>

Suspension and Debarment

<https://www.sedgwickcounty.org/finance/purchasing/suspension-and-debarment/>

VIII. Required Response Content

All proposal submissions shall include the following:

1. Firm profile: the name of the firm, address, telephone number(s), contact person, year the firm was established, and the names of the principals of the firm.
2. The firm's relevant experience, notably experience working with government agencies.
3. At minimum, three (3) professional references, besides Sedgwick County, with email addresses, telephone numbers, and contact persons where work has been completed within the last three (3) years.
4. A disclosure of any personal or financial interest in any properties in the project area, or any real or potential conflicts of interest with members of the Sedgwick County Board of County Commissioners or county staff.
5. A description of the type of assistance that will be sought from county staff, including assistance required from the county to lessen the costs of this project.
6. Proof of insurance meeting minimum insurance requirements as designated herein.
7. Those responses that do not include all required forms/items may be deemed non-responsive.

IX. Response Form

REQUEST FOR PROPOSAL
RFP #24-0023

PICK-UP, TRANSPORTATION, AND DISPOSAL OF HAZARDOUS WASTE

The undersigned, on behalf of the proposer, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a proposal on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the proposer is entered; (4) they have read the complete Request for Proposal and understands all provisions; (5) if accepted by the county, this proposal is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted proposal will be their responsibility.

NAME _____

DBA/SAME _____

CONTACT _____

ADDRESS _____ CITY/STATE _____ ZIP _____

PHONE _____ FAX _____ HOURS _____

STATE OF INCORPORATION or ORGANIZATION _____

COMPANY WEBSITE ADDRESS _____ EMAIL _____

NUMBER OF LOCATIONS _____ NUMBER OF PERSONS EMPLOYED _____

TYPE OF ORGANIZATION: Public Corporation _____ Private Corporation _____ Sole Proprietorship _____

Partnership _____ Other (Describe): _____

BUSINESS MODEL: Small Business _____ Manufacturer _____ Distributor _____ Retail _____

Dealer _____ Other (Describe): _____

Not a Minority-Owned Business: _____ Minority-Owned Business: _____ (Specify Below)

_____ African American (05) _____ Asian Pacific (10) _____ Subcontinent Asian (15) _____ Hispanic (20)

_____ Native American (25) _____ Other (30) - Please specify _____

Not a Woman-Owned Business: _____ Woman-Owned Business: _____ (Specify Below)

_____ Not Minority -Woman Owned (50) _____ African American-Woman Owned (55) _____ Asian Pacific-Woman Owned (60)

_____ Subcontinent Asian-Woman Owned (65) _____ Hispanic Woman Owned (70) _____ Native American-Woman Owned (75)

_____ Other – Woman Owned (80) – Please specify _____

ARE YOU REGISTERED TO DO BUSINESS IN THE STATE OF KS: _____ Yes _____ No

UEI (UNIQUE ENTITY IDENTIFIER) NO. _____

INSURANCE REGISTERED IN THE STATE OF KS WITH MINIMUM BEST RATING OF A-VIII: _____ Yes _____ No

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFB/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to www.sedgwickcounty.org/finance/purchasing.asp .

NO. _____, DATED _____; NO. _____, DATED _____; NO. _____, DATED _____

In submitting a proposal, vendor acknowledges all requirements, terms, conditions, and sections of this document. Proposal submission format should be by order in which sections are listed throughout the document. All minimum and general requirements should be specifically addressed and detailed in proposer's response. **Exceptions to any part of this document should be clearly delineated and detailed.**

Signature _____ Title _____

Print Name _____ Dated _____

X. Pricing

Any larger or smaller container will be prorated to 55-gallon drum pricing. Any pricing will be based on container size unless otherwise noted. Please list the name and address of the disposal facility. Indicate the minimums on the amount of material, pounds or gallons per container and container size suitable for shipment. If the vendor has specifications for a waste stream, you must list them or we will presume there are none. Sedgwick County reserves the right to award a contract to multiple vendors rather than an all-inclusive contract. Vendor must transport and dispose of all contracted materials.

Please use the format provided below for your detailed pricing submission.

Item #	Description	Total Unit Price (Including Transportation & Disposal)	Disposal Method	Disposal Facility
1.	Aerosols (55 gal)			
2.	Aerosols (Cu Yd. Bx.)			
3.	Freon (55 gal)			
4.	Lab packs (5 gal)*			
5.	Lab packs (15 gal)*			
6.	Bulk flammable liquids (55 gal)			
7.	Off spec solids 12" or below (55 gal)			
8.	Off spec solids 13" - 24" (55 gal)			
9.	Off spec solids 25" - 36" (55 gal)			
10.	Loose pack flammable (55 gal)			
11.	Loose pack flammable (Cu Yd. Bx.)			
12.	Mixed LP liquid poison (55 gal)			
13.	Mixed LP liquid poison (Cu Yd. Bx.)			
14.	Mixed LP solid poison (55 gal)			
15.	Mixed LP solid poison (Cu Yd. Bx.)			
16.	Mixed acids loose pack (55 gal)			
17.	Bases loose pack (55 gal)			
18.	Oxidizers (5 gal)			
19.	Oxidizers (15 gal)			
20.	Oxidizers (55 gal)			
21.	Elemental mercury (5 gal)			
22.	Thermostats/thermometers (5 gal)			
23.	Mercury debris (5 gal)			
24.	Mercury compounds (5 gal)			
25.	Latex paint loose pack (20 Cu Yd. roll-off)			
26.	Fluorescents (per linear ft.)			
27.	Fluorescents (per 4-foot box)			
28.	Fluorescents (per 8-foot box)			
29.	Crushed fluorescent bulbs (55 gal)			
30.	HID bulbs (per pound)			
31.	Compact bulbs (Cu Yd. Bx.)			
32.	PCB ballasts and/or capacitors (55 gal)			

33.	Flammable solids (rags, booms, etc.) (55 gal)			
34.	Bulk acid (55 gal)			
35.	Bulk bases (55 gal)			
36.	Bulk pesticide solid (55 gal)			
37.	Bulk pesticide solid (Cu Yd. Bx.)			
38.	Bulk pesticide liquid (55 gal)			
39.	Bulk pesticide liquid (Cu Yd. Bx.)			
40.	Medications (55 gal)			
41.	DOT box w/pallet and 6 mil liner: Cu Yd. Bx.			
42.	Additional 6 mil liner for Cu Yd. Bx.			
43.	Labor-Field Chemist (per hour) @ Facility			
44.	Labor-Technician (per hour) @ Facility			
45.	Transportation from HHW Facility			
REMOTES				
46.	Labor-Field Chemist (per hour)			
47.	Labor-Technician (per hour)			
48.	Transportation (per mile)			
49.	Disposal			
50.	Set-up (note Scope of Work #21)			
51.	Materials deemed reasonably necessary to complete a remote collection event			

Kansas Household Hazardous Waste Program - Annual Report Form

for State Fiscal Year 2023 (July 1, 2022 to June 30, 2023)

Name of Facility: Sedgwick County HHW Permit Number: 822

County(ies) Served: Sedgwick

Facility Address: 801 Stillwell Wichita KS 67213

Facility Contact: Cody Corbett

Phone #: 316-660-7467

ing Address: 801 Stillwell Wichita KS 67213

email: cody.corbett@sedgwick.gov

Waste Category DOT Class (Class description)	Name of Disposal Contractor for each Category	Conversion factors used to estimate amounts left in Storage	Wastes in STORAGE	Wastes DISTRIBUTED through a REUSE Waste Exchange program	HAZARDOUS WASTES CONTRACTED or disposal at a cost					Wastes not contracted as Hazardous Waste or disposal at no cost				Total Pounds COLLECTED
			(includes all wastes left in storage at the close of the report period) pounds	pounds	Recycled (HW) i.e. batteries pounds	Energy Recovery (HW) fuel sub. pounds	Treatment (HW) pounds	Landfilled (HW) pounds	Incineration (HW) pounds	Recycled i.e. batteries & refining of used oil pounds	Energy Recovery i.e. used oil, fuel substitutes pounds	Treatment and/or disposal through sanitary sewer pounds	Landfilled at Non HAZ MSW LF pounds	
1. NR (Bulk Latex Paint)	Clean Harbors	12 pounds per gallon	13,953	221,329				318,880						554,162
2. NR (Bulk Used Oil)	Safety-Kleen	8 pounds per gallon	2,000	6,914						101,776				110,690
3. Class 2, Div. 2.1 (Sorted Aerosols, Lab/Loose Pack)	Clean Harbors		567	3,834					6,889					11,290
4. Class 3 (Bulk Oil Based Paint)	Clean Harbors	12 pounds per gallon	715	14,980					17,318					33,013
5. Class 3 (Bulk Fuels/Fuel Blends)	Clean Harbors	8 pounds per gallon	4,403	9,549		159,404								173,356
6. Class 4, Div. 4.1 (Flammable Solids)	Clean Harbors		35	0		288								323
7. Class 4, Div. 4.2 (Spontaneously Combustible)	Clean Harbors		25	0				0						25
8. Class 4, Div. 4.3 (Dangerous When Wet)	Clean Harbors		48	0				44						92
9. Class 5, Div. 5.1 (Oxidizers)	Clean Harbors		15	3,942				1,786						5,743
10. Class 5, Div. 5.2 (Organic Peroxides)	Clean Harbors		14	0				64						78
11. Class 6, Div. 6.1 (Poisons)	Clean Harbors		1,957	0				59,971						61,928
12. Class 6, Div. 6.1 (Dioxins)	Clean Harbors		410	0				0						410
13. Class 8 (Corrosives, Acids and Bases)	Clean Harbors		365	3,283				10,211						13,859
14. Class 8 (Batteries - Lead Acid)	Allied Energy & Battery	Car batteries, at 30 pounds each	425	0						17,974				18,399
15. Class 8 (Sorted Batteries)	Allied Energy & Battery	For all other batteries report actual weight	40	0	1,549									1,589
16. Class 8 (Batteries - Lithium)	Call2Recycle		180	0						469				649
17. NR (Antifreeze)	N/A		N/A	1,698										1,698
18. NR (Non-Hazardous) Used Cooking Oil	Brooks Grease Company LLC.		150	0						9,305				9,455
19. Mercury	Clean Harbors		272	0	44									316
20. Fluorescent Bulbs	Clean Harbors		925	39	12,009									12,973
21. Electronic Waste	N/A		N/A											0
22. Pharmaceuticals / Sharps	Clean Harbors		247	0				6,174						6,421
23. Other: Propane	H & S Propane		320	211	1,705									2,236
Total Pounds Managed:			27,066	265,779	15,307	159,692	0	318,880	102,457	120,219	9,305	0	0	1,018,705

Additional Program summary results:

Annual Operational Costs for the year (July 1, 2022 - June 30, 2023):

A. Disposal Cost	\$ 274,157.04	E. Public Education/Advertising:	\$ 3,836.12
B. Salaries:	\$ 301,828.29	F. Physicals:	\$ -
C. Equipment/Supplies:	\$ 12,017.52	G. Training:	\$ 900.00
D. Overhead (Admin & Util):	\$ 46,555.47	H. Other:	\$ -
TOTAL ANNUAL OPERATIONAL COSTS:			\$ 639,294.44

Total Cost per Participant:	\$ 42.83	Percent Managed through Waste Exchange Program:	26.09%
Total Disposal Cost per Participant:	\$ 18.37	Percent Contracted for Hazardous Waste disposal:	58.54%
Average Pound per Participant:	68.25	Percent Managed through Other means:	12.71%
Cost to manage per Pound:	\$ 0.63	Percent in Storage as of report date:	2.66%
Average Disposal Cost per Pound:	\$ 0.46		

How many visitors received items from HHW reuse program/swap shop? **10586**

Total Number of Participants for the year (July 1, 2022 - June 30, 2023): **14,927**

Conditionally Exempt Small Quantity and Kansas Small Quantity Generator - Annual Report Form
 for State Fiscal Year 2023 (July 1, 2022 to June 30, 2023)

Name of Facility: Sedgwick County HHW Permit Number: 822

County(ies) Served: Sedgwick, Butler, Sumner, Kingman, Marion, Rice, Reno

Facility Address: 801 Stillwell Wichita KS 67213

Facility Contact: Cody Corbett

Phone #: 316-660-7467

Fax #: 316-383-4576

email: cody.corbett@sedgwick.gov

Waste Category DOT Class (Class description)	Name of Disposal Contractor for each Category	Conversion factors used to estimate amounts left in Storage	Wastes in STORAGE (includes all wastes left in storage at the close of the report period) pounds	Wastes DISTRIBUTED through a REUSE Waste Exchange program pounds	HAZARDOUS WASTES CONTRACTED or disposal at a cost					Wastes not contracted as Hazardous Waste or disposal at no cost				Total Pounds COLLECTED		
					Recycled (HW) I.e. batteries pounds	Energy Recovery (HW) fuel sub. pounds	Treatment (HW) pounds	Landfilled (HW) pounds	Incineration (HW) pounds	Recycled I.e. batteries & refining of used oil pounds	Energy Recovery I.e. used oil, fuel substitutes pounds	Treatment and/or disposal through sanitary sewer pounds	Landfilled at Non HAZ MSW LF pounds			
1. NR (Bulk Latex Paint)	Clean Harbors	12 pounds per gallon						14,191							14,191	
2. NR (Bulk Used Oil)	Safety-Kleen	8 pounds per gallon								4,499					4,499	
3. Class 2, Div. 2.1 (Sorted Aerosols, Lab/Loose Pack)	Clean Harbors								589						589	
4. Class 3 (Bulk Oil Based Paint)	Clean Harbors	12 pounds per gallon						0							0	
5. Class 3 (Bulk Fuels/Fuel Blends)	Clean Harbors	8 pounds per gallon								13,195					13,195	
6. Class 4, Div. 4.1 (Flammable Solids)	Clean Harbors	When determining weights of LAB PACKS in Storage don't forget to subtract the drum weight and the absorbent material, to report the NET WEIGHT, or the amount of the wastes collected and managed.													49	
7. Class 4, Div. 4.2 (Spontaneously Combustible)	Clean Harbors															0
8. Class 4, Div. 4.3 (Dangerous When Wet)	Clean Harbors															0
9. Class 5, Div. 5.1 (Oxidizers)	Clean Harbors										680					680
10. Class 5, Div. 5.2 (Organic Peroxides)	Clean Harbors										0					0
11. Class 6, Div. 6.1 (Poisons)	Clean Harbors											250				250
12. Class 6, Div. 6.1 (Dioxins)	Clean Harbors											0				0
13. Class 8 (Corrosives, Acids and Bases)	Clean Harbors												647			647
14. Class 8 (Batteries - Lead Acid)	Allied Energy & Battery Inc.		Car batteries, at 30 pounds each										0			0
15. Class 8 (Sorted Batteries)	Allied Energy & Battery Inc.		For all other batteries report actual weight									0				0
16. Class 8 (Batteries - Lithium)	Call2Recycle											0			0	
17. NR (Antifreeze)	N/A														0	
18. NR Used Cooking (Non-	Brooks Grease Company LLC	Please note conversion factor used to estimate amounts left in storage, if applicable.											169		169	
19. Mercury	Clean Harbors														27	
20. Fluorescent Bulbs	Clean Harbors														923	
21. Electronic Waste	N/A														0	
22. Other: Un-used Medications	Clean Harbors													1,001	1,001	
Total Pounds Managed:			0	0	950	13,244	0	14,191	3,167	4,499	169	0	0	36,220		

Additional Program summary results:

Annual Operational Costs for the year (July 1, 2022 - June 30, 2023):

A. Disposal Cost	\$ 274,157.04	E. Public Education/Advertising:	\$ 3,836.12
B. Salaries:	\$ 301,828.29	F. Physicals:	\$ -
C. Equipment/Supplies:	\$ 12,017.52	G. Training:	\$ 900.00
D. Overhead (Admin & Util):	\$ 46,555.47	H. Other:	\$ -
TOTAL ANNUAL OPERATIONAL COSTS:			\$ 639,294.44

Total Cost per Participant:	\$ 2,458.82
Total Disposal Cost per Participant:	\$ 1,054.45
Average Pound per Participant:	139.31
Cost to manage per Pound:	\$ 17.65
Average Disposal Cost per Pound:	\$ 8.69

Percent Managed through Waste Exchange Program:	0.00%
Percent Contracted for Hazardous Waste disposal:	87.11%
Percent Managed through Other means:	12.89%
Percent in Storage as of report date:	0.00%

Total Number of Participants for the year (July 1, 2022 - June 30, 2023):

260