

## REQUEST FOR QUOTES

### **DELAWARE • KNOX • MARION • MORROW SOLID WASTE DISTRICT 2022-2024 Electronics Recycling Collection Program**

DKMM wishes to accept quotes for its electronics recycling program. The program consists of one day collection events as well as recycling the electronics collected from residents on an ongoing basis at set points in Delaware, Knox, Marion, and Morrow counties.

#### **One Day Collections:**

The contractor is required to use their own labor and equipment to service the one-day events to unload participant vehicles and properly handle electronics in a safe and professional manner. Contractor should provide enough staff to ensure participant wait time is kept to a minimum. DKMM will work with the contractor to establish the dates, hours and locations of the collection events that are available to DKMM residents (no businesses).

#### **Ongoing DKMM Staffed Collections:**

We currently have one location setup in Mount Gilead and hope to have a location in Delaware set up during this contract period. DKMM will staff these locations and the contractor will be contacted to schedule a pickup of materials once a full load (as determined by contractor) has been collected. Contractor shall provide pallets and gaylord containers to be filled as well as the staff to load the material onto the box truck at the time of the scheduled pickups.

This Agreement will begin as soon as an Agreement is executed by both parties and will end December 31, 2024, if not renewed, extended, or adjusted as mutually agreed by both parties in accordance with the Agreement.

Typical materials collected at past events include but are not limited to the following. It is expected that these items will be included in the collection bid as well as other typical residential electronics.

Computer Monitors	DVD and VCR Recorder/Players
Hard Drives	Cameras
Laptops	Gaming Devices
Monitors	Microwaves
Other computer peripherals	Coffee Pots
Televisions (including consoles)	Cell Phones
Radios	Cords
	Printers

Materials **not** to be collected include:

- Appliances (large)
- Items containing Freon
- Items containing Mercury (light bulbs, thermostats)
- Hazardous waste

## **INSURANCE**

Selected contractor shall secure and maintain throughout the duration of the contract insurance with liability limits of \$1,000,000 for injury due to death of one person and a total of no less than \$1,000,000 to protect itself and the interests of the District against all hazards or risks.

Selected contractor shall have Workers' Compensation insurance on all employees working the District locations as required by the laws of the State of Ohio. Items to be included with your quote.

## **PAYMENT**

Once the scope of work has been completed to both party's satisfaction, the selected contractor will invoice DKMM. The invoice shall include the total amount of material recycled and proof of data destruction. Payment will be made within 30 days by DKMM.

**Quotes due no later than January 21, 2022 by 2:00 p.m. to:**  
(Emailed, mailed or hand delivered quotes will be accepted.)

Jenna Hicks, Director  
DKMM Solid Waste District  
117 E. High Street, Suite 257  
Mt. Vernon, Ohio 43050  
jhicks@dkmm.org  
phone: 740-393-4600

## Electronics Recycling Data

### DELAWARE COUNTY

	2015	2016	2017	2018	2019	2020	2021
Vehicle Count	251	No Event	234	No Event	242	No Event	286
Pounds	22,886		18,082		24,395		35,243

### KNOX COUNTY

	2015	2016	2017	2018	2019	2020	2021
Vehicle Count	No Event	306	No Event	171	No Event	No Event	No Event
Pounds		25,588		14,292			

### MARION COUNTY

	2015	2016	2017	2018	2019	2020	2021
Vehicle Count	No Event	161	No Event	116	No Event	No Event	No Event
Pounds		15,366		10,103			

### MORROW COUNTY

	2015	2016	2017	2018	2019	2020	2021
Vehicle Count	230	No Event	* 185	No Event	209	No Event	Started ongoing collection
Pounds	15,375		10,941		19,629		Data not available yet

\* Event was shut down after 1.5 hours due to severe weather.

# Electronics Quote Cover Page

## Local Service Center/Office Information

Company

Contact Person

Address

Phone Number

Email

## Corporate/Headquarters Information

Address

Phone

President

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Signed by Corporate Officer or Designee

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Date

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Name Printed

## Electronics Quote Form

Outline your experience providing electronics recycling.

List the certifications (R2, ISO 14001 or other) you have for the specific facilities that will accept material from this program. Include copies as attachments to your quote.

Provide a list of acceptable materials. Can be included as an attachment.

Outline the downstream markets for each accepted material. Be specific, general statements will not be accepted.

Estimate the percentage of material recycled, refurbished, and landfilled.

How will you ensure you are able to remove all the electronics collected at one day events by the end of the collection day?

Are you willing to assume generation status of all materials collected once unloaded from participants vehicles at the one-day collection events and once loaded onto your truck at the ongoing collection locations?

Outline your data destruction methods and what proof you will provide that it was done.

If you are awarded this contract, are you able to provide documentation of insurance coverage as listed in this request?

Any other information you would like to share.

## FEES

Please outline the cost of each item listed. Put "0" if there is no fee.

	Delaware	Knox	Marion	Morrow
<b>Number of staff needed for each one-day event</b>				
<b>Labor- rate/hour for one day collection events</b>				
<b>Equipment</b>				
<b>Pickup Fee- for ongoing collection locations</b>				
<b>Recycling/ Processing Fees</b>				
<b>Data Destruction Fee</b>				
<b>Other</b> _____ Please specify				
<b>Other</b> _____ Please specify				
<b>Other</b> _____ Please specify				
<b>Reimbursement</b> Outline any reimbursement that will be paid to DKMM based on the market value of the collected material.				