

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

Request for Proposals

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND
DISPOSAL SERVICES**

CVWMA RFP 18-03

Issue Date: June 1, 2018

Proposal Due Date: August 1, 2018

**Central Virginia Waste Management Authority
2100 West Laburnum, Suite 105
Richmond, Virginia 23227**

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**SECTION 1
INVITATION TO RESPOND**

**REQUEST FOR PROPOSALS 18-03
PURSUANT TO CODE OF VIRGINIA, TITLE 2.2, CHAPTER 43
VIRGINIA PUBLIC PROCUREMENT ACT
HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
SERVICES
FOR
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

The Central Virginia Waste Management Authority (CVWMA) is a regional public service authority created pursuant to the provisions of the Virginia Water and Waste Authorities Act, **§15.2-5100**, et seq., to assist its thirteen-member jurisdictions in developing and implementing effective solid waste management, waste diversion and recycling programs through contracts with the private sector. Member jurisdictions include: the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, Prince George, the Town of Ashland, and the Cities of Colonial Heights, Hopewell, Petersburg and Richmond (collectively “Member Jurisdictions”). The members that elect to participate in CVWMA programs execute a Special Project Service Agreement that authorizes the CVWMA to direct the contractor to provide the covered services to the Participating Local Jurisdiction(s). Currently some member jurisdictions accept Household Hazardous Waste for disposal at their convenience centers. The Contract or Contracts that may be awarded as a result of this procurement will authorize collection, hauling and disposal activities to continue the Household Hazardous Waste program in the CVWMA service area. Those jurisdictions that ultimately decide to execute a Special Project Service Agreement for the potential contract are considered “Participating Local Jurisdictions (PLJ).”

Offerors must submit to the CVWMA sealed responses (hereinafter “Response” or “Proposal”) to this Request for Proposals (“RFP”) for Household Hazardous Waste Collection, Hauling and Disposal Services to be provided by the Offeror(s) in any one or multiple Member Jurisdictions. Proposals are due by 2:00 p.m. August 1, 2018. Responses must be received at the CVWMA Administrative Offices, 2100 W. Laburnum Avenue Suite 105, Richmond VA 23227. An Offeror may be an individual, partnership, corporation, limited liability company, or other legal entity. Certain other terms are defined in Section 6 of this RFP. The potential contract awarded as a result of this procurement will be a “requirements” contract, with no quantities guaranteed.

Pursuant to Va. Code **§2.2-4342(F)**, trade secrets or proprietary information submitted by any Offeror in connection with this RFP shall not be subject to public disclosure under the Virginia Freedom of Information Act, however **the Offeror must invoke the protection prior to or upon submission of the data or other materials, and identifying the data or other materials by page or paragraph number to be protected, and states the reasons why protection is necessary.** Failure to follow these guidelines shall constitute a waiver of the Offeror’s request for confidentiality where invoked and/or may automatically prevent CVWMA from withholding such information pursuant to a Virginia Freedom of Information Act request for the same.

*There will be a non-mandatory **PRE-PROPOSAL CONFERENCE** on Wednesday, July 11, 2018, at 10:00 a.m. in the CVWMA Conference Room, 2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227*

Copies of the RFP will be made available online at www.cvwma.com and daily from 9:00 a.m. to 4:00 p.m. beginning June 1, 2018 at the CVWMA's Administrative Offices located at the address above. Interested parties may contact Rich Nolan, Director of Operations, 804-612-0553 or rnolan@cvwma.com for further information.

SECTION 2 BACKGROUND INFORMATION

HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL SERVICES FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

The purpose of this section is to familiarize prospective Offerors with the CVWMA, the CVWMA's RFP process and brief description of the project.

Background. CVWMA is a political subdivision of the Commonwealth of Virginia formed by 13 local government members: the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan and Prince George, the Town of Ashland and the Cities of Colonial Heights, Hopewell, Petersburg and Richmond (Member Jurisdictions). The CVWMA service area spans 2,442 square miles and has an estimated population of about 1.2 million.

The CVWMA was created by the Member Jurisdictions to provide recycling and solid waste management services. The governing body of each of the Member Jurisdictions appoints one or more representatives who collectively serve as the CVWMA Board of Directors. The CVWMA contracts with the private sector to provide such services to Member Jurisdictions and Member Jurisdictions choose which projects or programs to participate in based on their individual needs.

Project Description. The CVWMA's intent and purpose of this RFP is to provide Member Jurisdictions with the highest quality and economical service for the collection, hauling, and disposal and/or generation of energy or other type of recycling of Household Hazardous Waste (HHW) collected by Member Jurisdictions. The potential contract(s) awarded as a result of this procurement will be a "requirements" contract, with no guaranteed quantities.

CVWMA desires to enter into a contractual arrangement with one or more entities for the collection, hauling, and disposal of HHW from various collection sites located within its service area. Any requirements for separation by type of waste that are necessary prior to handling the material by the Offeror should be specified. All aspects of proposed material handling and processing and transporting and ultimate storage and disposal must be in compliance with all applicable federal, state, and local laws, ordinances, and regulations. The proposal should specify how the HHW will be processed for disposal and/or generate usable energy or another product. Lack of knowledge of Offeror of applicable laws, ordinances and regulations shall in no way be relief from liability or a defense to legal action. Further, Offeror shall be responsible for obtaining all applicable permits to conduct such work. See Section 5 for complete details of Scope of Services expected under this RFP.

For purposes of the RFP, HHW shall include Category 1, Category 2 and Category 3 material as defined in Section 6 of this RFP. Currently the CVWMA has Contracts with two different vendors for the services requested in this Request for Proposal. One Contractor primarily handles Category 1 and 3 materials.

The other Contractor manages the Category 2 material as well as the Absorbents, Oil Filters, and Vacuum Truck services. Typically, the Category 1, 3, Absorbents, Oil Contaminated Soil, and Oil Filters will be collected in one to four 55-gallon drums per Collection Site pick-up. The Category 2 material is typically collected in a Vacuum Truck.

The Contract resulting from this procurement will be for a five-year term with a possible five-year renewable option.

**SECTION 3
INSTRUCTIONS TO OFFERORS**

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
SERVICES
FOR
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

This Request for Proposals (RFP) constitutes the complete set of specifications and proposal forms. All proposals and documents must be executed and submitted in sealed envelopes as provided in this section. By submitting a proposal, the Offeror agrees to be bound by all terms and conditions specified herein. Submittal of a proposal in response to this RFP constitutes a binding offer by the Offeror. Proposals that do not comply with these requirements may be rejected by the CVWMA.

1. Receipt and Opening of the Proposals:

- a. Sealed proposals must be received by the CVWMA at its Administrative Offices located at 2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227, by 2:00 p.m. on August 1, 2018. At that time, in the Conference Room of the Central Virginia Waste Management Authority, the sealed responses will be publicly opened and all Offerors names recorded.
- b. Proposals must be enclosed in a sealed envelope that is clearly labeled with the following:

"PROPOSAL FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL SERVICES"

Proposals shall be addressed as follows:

Kimberly A. Hynes, Executive Director
Central Virginia Waste Management Authority
2100 West Laburnum Avenue, Suite 105
Richmond, Virginia 23227

The face of the sealed envelope shall contain the Offeror's name, a contact person, return address, date and the time the RFP is submitted. Any proposal received after the time and date specified shall not be considered and will be returned to the Offeror unopened.

- c. Any proposal may be withdrawn by or before 2:00 p.m., August 1, 2018. No Offeror may withdraw a proposal after this time unless otherwise allowed by law.

2. Pre-Proposal Conference:

a. *There will be a non-mandatory **PRE-PROPOSAL CONFERENCE** on Wednesday, July 11, 2018, at 10:00 a.m. in the CVWMA Conference Room, 2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227*

b. At the pre-proposal conference, representatives of the CVWMA will be available to answer questions and explain the intent of this RFP and services required under any forthcoming contract(s). Questions about, or requested modifications to, the RFP must be submitted in writing and received by the CVWMA by 4:00 p.m. at least two (2) business days prior to the pre-proposal conference. Any such concerns properly received will be addressed at this conference.

The CVWMA will also try to address other questions or concerns that may be raised at this conference. If it deems appropriate, the CVWMA will prepare written responses to questions raised at the pre-proposal conference that relate to interpretation of, or changes to, the RFP that the CVWMA deems appropriate for clarification. The responses will be divided into two (2) categories:

- Items requiring only clarification, interpretation or explanation.
- Items requiring an addition, deletion or change to the original RFP.

c. All concerns, protests or objections related to the proposal process shall be raised in writing by Offerors not later than the conclusion of the pre-proposal conference.

d. Only written interpretations of or changes to the RFP received from or issued by the CVWMA shall be relied upon by prospective respondents in preparing their proposals.

3. Submittal and Execution of Proposal: One (1) original proposal and four (4) copies must be submitted by the due date for proposals. Specifically, proposals must be typed or legibly printed in non-erasable ink. All corrections made to any part of the proposal by the Offeror must be initialed in non-erasable ink.

Proposals must be executed in the name of the Offeror submitting the proposal and signed in non-erasable ink by one authorized to contractually bind the Offeror. The individual signing on behalf of an Offeror shall also type or print his or her name, title and address as indicated on the Offeror's Cost Proposal form contained in Section 7 of this RFP. Furthermore, where applicable, the Offeror should indicate its state of incorporation or legal formation on the form and affix its corporate or official seal attested to by the corporate secretary or similarly authorized individual.

4. Proposal Deadline: Proposals are due at the CVWMA administrative offices on the date and at the time specified in this RFP. Under no circumstance shall proposals delivered after the time specified be considered; such proposals will be returned unopened. It shall be the Offeror's sole responsibility to ensure that the proposal is complete and delivered at the proper time and to the proper place. Offers by facsimile, telephone, email or other

electronic means are not acceptable. A PROPOSAL MAY NOT BE ALTERED BY THE OFFEROR AFTER THE PROPOSAL DEADLINE.

5. **Mistakes:** Offerors are expected to examine the specifications and all other instructions provided herein. FAILURE TO DO SO WILL BE AT THE OFFEROR'S RISK. Unit prices quoted are for the purpose of comparison only and will not necessarily be the primary deciding factor in award of a contract.
6. **Additional Terms and Conditions:** Additional terms and conditions other than those requested by the RFP that are included with the proposal response shall not be evaluated or considered. Any and all such additional terms and conditions shall have no force and effect and are inapplicable to this RFP.
7. **Interpretation:** All Offerors shall carefully examine the RFP. Any perceived ambiguities or inconsistencies shall be brought to the attention of the CVWMA in writing prior to the proposal deadline; failure to do so, on the part of the Offeror, will constitute an acceptance by the Offeror of any subsequent decision. Additional questions concerning the intent, meaning and interpretation of the RFP that are raised subsequent to the issuance of any addenda shall be made in writing, and received by the CVWMA at least five (5) days prior to the proposal submittal deadline. Written inquiries should be addressed to:

Mr. Rich Nolan, Director of Operations
Central Virginia Waste Management Authority
2100 West Laburnum Avenue, Suite 105
Richmond, Virginia 23227
Phone: (804) 612-0553
Fax: (804) 359-8421
Email: rnolan@cvwma.com

CVWMA will do its best to respond, but due to the deadline may not be able to respond before the submission deadline. No person at the CVWMA is authorized to provide oral interpretations of, or make oral changes to, the RFP. Therefore, any oral statements will not be binding on the CVWMA and should not be relied upon by any Offeror. Any interpretation of, or changes to, the RFP will be made in the form of a written document and will be furnished to all prospective Offerors.

8. **Conflict of Interest:** Each Offeror must disclose in its proposal the name of any officer, director, agent, or any relative of an officer, director or agent who is an employee or appointed official of the CVWMA or member jurisdiction. Further, all Offerors must disclose the name of any CVWMA or its member jurisdiction employee or appointed official who owns, directly or indirectly, an interest of 5 percent or more in the Offeror's firm or any of its branches, divisions or subsidiaries.
9. **Legal Requirements:** Offerors are required to comply with all provisions of federal, state and local laws, ordinances, rules and regulations that are applicable to the items

being proposed. Lack of knowledge of the Offeror shall in no way be a cause for relief from responsibility, or constitute a cognizable defense against the legal effects thereof.

10. **Contractual Agreement:** No award shall be final until such time as a Contract as defined in Section 6 of this RFP has been executed by the CVWMA Executive Director. Any and all legal action necessary to enforce a contract resulting from this RFP will be interpreted according to laws of Virginia; the venue shall be the City of Richmond, Virginia.
11. **Facilities:** The CVWMA reserves the right to inspect the Offeror's facilities, equipment, etc., at any reasonable time with prior notice, to determine that the Offeror has a bona fide place of business, and is a responsible Offeror.
12. **Permits:** Copies of hazardous waste and waste oil collection permits as well as disposal and/or recycling permits will be required as part of the review.
13. **Insurance:** The CVWMA has set forth its insurance requirements in detail in Section 6, General Contract Terms and Conditions, of this RFP. Offerors are strongly encouraged to review and obtain an understanding of these requirements in detail prior to submitting a proposal.
14. **Disqualification of Offerors:** If an Offeror submits more than one proposal or partners with two separate companies, all such proposals shall be rejected by the CVWMA and not considered by the CVWMA. Reasonable grounds for believing that an Offeror is involved in more than one proposal for the same work will be cause for rejection of all proposals with which such Offerors are believed to be involved. Any or all proposals will be rejected if there is reason to believe that collusion exists among these Offerors.
15. **Modifications:** The CVWMA reserves the right to make modifications to the Scope of Services and General Contract Terms and Conditions specified in this RFP that in its sole discretion it determines more fully effectuates the intent of this RFP and Household Hazardous Waste Collection, Hauling and Disposal during the negotiation process. The modification of any contract(s) resulting from this procurement after execution must be made in writing and accepted mutually by both parties. Although it is possible that certain Terms and Conditions may be modified during the negotiation process, however, for purposes of its submittal the Offeror should assume that the language contained in the General Contract Terms and Conditions will not be modified during the negotiation process.
16. **Performance Bond/Letter of Credit/Payment Bond and Commitment Letter:** Offerors of goods and/or services under the terms of this RFP will be required to provide evidence that a performance bond/letter of credit in the amount of \$25,000 from an approved surety/financial institution can be obtained at the time of contract execution. CVWMA has set forth its performance bond requirements in Section 6 General Contract Terms and Conditions of this RFP. Offerors are strongly encouraged to review and obtain an understanding of this requirement in detail prior to submitting a proposal.

17. Certificate of Insurance: Each proposal response must also be accompanied by a Certificate of Insurance evidencing the coverage set forth in the General Contract Terms and Conditions. In lieu of said Certificate, the Offeror may submit evidence satisfactory to the CVWMA that, in the event that award of the proposed contract is made to his/her company, the required coverage would be in place before execution of the contract. The CVWMA shall be the sole judge of what represents said satisfactory evidence.

18. Minimum Offeror Requirements: Each Offeror must prove to the satisfaction of the CVWMA that it is capable and has, or can obtain, sufficient facilities, equipment, personnel and financial stability to perform the services specified in this RFP. Further detail regarding services to be provided can be found in Section 5 of this RFP.

Offerors must have a successful record of experience in performing the provision of goods and/or performance of services specified in this RFP. A summary of present and past contracts, covering at least the last five (5) years must be provided, if length of experience permits. This record must show the name of the client/employer, address, description of the service provided, date of service, and a reference with phone numbers.

19. Offeror's Non-Collusion Certification: Any Offeror submitting a response to this RFP must complete and execute the Non-Collusion Affidavit of Offeror form included in Section 7 of this RFP.

20. Acceptance or Rejection of Proposals: The CVWMA reserves the following right and options on its behalf:

- to reject any and all proposals that fail to meet the literal and exact requirements of the RFP;
- to accept the proposal or proposals which in the judgment of the CVWMA are the best and most responsive proposal or proposals for required goods and services; or;
- to issue subsequent requests for new proposals and/or additional information.

Any or all proposals will be rejected if there is reason to believe that collusion existed among the Offerors. Proposals received from participants in such collusion will not be considered for the same services if and when re-advertised. Proposals will also be rejected from Offerors who are or have been in default on a previous contract with the CVWMA.

21. Offerors to Make Examinations: All Offerors shall inform themselves of all conditions under which the work is to be performed and all other relevant matters that may affect both the quantity of work and the quantity of labor, equipment, and material needed thereon. Offerors shall make their own determinations as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions they may encounter or create, without extra cost to the CVWMA. Offerors agree that if they should execute the proposed contract, they shall make no claim against the CVWMA because of estimates or statements made by any officer or agent of the CVWMA that may prove to be erroneous. The failure or omission of Offerors to receive or examine any form, instrument, addendum

or other document shall in no way relieve them of any obligations with respect to the offer submitted in response to this RFP. The CVWMA shall make all such documents available to the Offerors, upon request, where authorized and allowed by law.

22. **Proprietary Information:** Pursuant to Va. Code §2.2-4342(F), trade secrets or proprietary information submitted by any Offeror in connection with this RFP shall not be subject to public disclosure under the Virginia Freedom of Information Act, however **the Offeror must invoke the protection prior to or upon submission of the data or other materials, and identify the data or other materials by page or paragraph number to be protected, and state the reasons why protection is necessary.** Failure to follow these guidelines shall constitute a waiver of the Offeror's request for confidentiality where invoked and/or may automatically prevent CVWMA from withholding such information pursuant to a Virginia Freedom of Information Act request for the same.
23. **Financial Statement:** Offeror must provide the most recent copy of an annual financial report or similar financial document(s) that demonstrates the financial stability of the Offeror.
24. **Tentative Procurement and Contract Dates:** Although the following dates are subject to change, it is anticipated that the following schedule will apply.

RFP Released	June 1, 2018
Pre-Proposal Conference	July 11, 2018
Proposals Due	August 1, 2018
Interview with Offerors	August 13, 2018
Recommendation to CVWMA Board	September 21, 2018

**SECTION 4
PROPOSAL EVALUATION**

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
SERVICES
FOR
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

1. Qualifications and Competency of Offerors

Each Offeror is required to submit with the proposal supporting documentation regarding the Offeror's qualifications and capacity to cost-effectively perform the work specified in this Request for Proposals (RFP), including the following information, sworn to under oath by Offeror:

A. Where the Offeror is a corporation or other legal entity, evidence that the Offeror is in good standing under the laws of the Commonwealth of Virginia and the United States. In the case of legal entities organized under the laws of any other state, evidence that the Offeror is licensed (or is capable of being licensed) to do business and is in good standing under the laws of the Commonwealth of Virginia, or a sworn statement that it will take all necessary action to become so licensed or authorized to conduct business if its proposal is accepted.

B. Evidence, in form and substance satisfactory to the CVWMA, that the Offeror (and/or its affiliated agents or entities) has been in existence for at least five (5) years and/or possesses not less than five (5) years actual operation experience in the provision of the goods and/or the performance of service outlined in the Scope of Services of this RFP. In the event that the entity itself does not have five (5) years actual operation experience, CVWMA may consider experience of individual owners, managers or other key employees for this purpose.

C. Statement that the Offeror has never been debarred from participating in any governmental procurement action, and does not have any such proceeding pending before it at the time it submits its proposal.

2. Evaluation Criteria

A. Written Submittals. Offerors are to make written proposals that present Offeror's qualifications and understanding of the work to be performed. Offerors are asked to address each evaluation criterion and to be specific in presenting their qualifications. Offeror's proposal should provide all of the information that it considers pertinent to its qualifications for this RFP. The proposals will be evaluated according to the following criteria upon their review by the CVWMA:

1. Offeror's demonstrated experience and reputation with the provision of goods and/or the performance of service outlined in the Scope of Services of this RFP within this region, Virginia or the United States on a similar scale. This shall include a summary of general experience, organization experience related to this RFP, performance history, and pertinent contracts. General experience is defined as general

background, experience and qualifications of the Offeror, including personnel, facilities, equipment, etc.

2. Offeror's proposed cost for the service components and/or revenue opportunity for CVWMA included in the Offeror's proposal. Note: As provided under the Virginia Public Procurement Act *for procurement of "non-professional" services where competitive negotiations are used, price shall be considered, but is not necessarily the sole determining factor in selecting an Offeror to contract with.*
3. Evidence of the technical soundness of Offeror's proposed procedures and equipment, including the facilities and resources available for the Collecting, Transporting, and Processing of Used Electronic Equipment.
4. Offeror's financial strength as it pertains to ability to accomplish the objectives of this project and terms of the anticipated Contract without limitation. Financial strength shall include the Offeror's financial capacity, working capital and other resources to perform the Contract.
5. Offeror's commitment to and track record in timely and accurate billing, document management, and reporting as specified in this RFP.
6. Offeror's ability to provide goods and/or services on the proposed schedule.
7. Offeror's record of compliance with all federal, state and local laws and regulations within the jurisdictions and states in which Offeror operates.
8. Offeror's discussion of other specific factors not included elsewhere that support the proposal including:
 - Agreements/arrangements with subcontractors, including how the work will be accomplished within this working relationship. (CVWMA reserves the right to not approve/not accept subcontractors in any proposal).
 - Unique arrangements that none or few other entities have that are advantageous for effective implementation of the activities included in this RFP.
 - Equipment and procedures to protect personnel and the public from any hazards associated with the activities included in this RFP.

Selection Process. A proposal evaluation committee, acting on behalf of the CVWMA and consisting of (but not limited to) CVWMA staff, board members, and member jurisdiction staff will be organized to review and evaluate all proposals received. Two or more Offerors deemed to be fully qualified and best suited among those submitting proposals shall be selected to pursue competitive negotiation based on the factors stated above. However, the CVWMA reserves the right to reject all proposals received and to initiate a new competitive procurement process. In addition, the CVWMA may as part of the negotiation process award this proposal to multiple vendors. In the event this is the course of action selected, each prospective vendor will be notified and requested if they desire to be awarded a contract in this manner.

**SECTION 5
SCOPE OF SERVICES**

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
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Scope of Services

1. Collection Site Collection, Hauling and Disposal: The Contractor shall place properly labeled container(s) as agreed to by the Participating Local Jurisdiction, at designated collection sites, switch or empty the container(s) when notified they are full by CVWMA, replace the container that has been removed with an empty container, haul the full container(s)/material to the Contractor's processing/shipping facility and ship or process the material in accordance with applicable federal, state and local laws, ordinances and regulations.
2. Category 1 - A minimum of two (2) properly labeled 55-gallon drums, DOT Standard 17E, shall be furnished to each Participating Jurisdiction for use in the collection of Category 1 wastes. Any differences in what is acceptable in the Category 1 drums from those listed in Section 6 General Terms and Conditions should be identified by the Offeror in the Proposal.
3. Category 2 - A suitable sized and acceptable for the purpose tank shall be furnished by the successful Offeror where needed to each participating jurisdiction for the collection of used oil. A suitable container such as a 55-gallon drum, DOT Standard 17E, shall be furnished by the Offeror to each jurisdiction for the collection of used anti-freeze.
4. Category 3 and Absorbents - A minimum of one (1) properly labeled 55-gallon drum, DOT Standard 17E, shall be furnished to each participating jurisdiction for use in the collection of Category 3 wastes and/or Absorbents.
5. Oil Filters - A suitable container such as a 55-gallon drum shall be furnished by the Offeror to each jurisdiction for the collection of used oil filters, if requested.
6. It is intended that no container is to remain at any site longer than ninety (90) days (or other specified period) without being picked up. When a container is picked up it will be replaced by another. Should a container be at a site longer than 90 days, Contractor is solely responsible for any resulting liability and shall indemnify and defend CVWMA and Participating Local Jurisdiction for same.
7. Unknown Material – The Contractor shall, upon notification by CVWMA identify, containerize, remove and dispose of any unidentified Household Hazardous Waste material identified by the Participating Local Jurisdiction from a collection site in

accordance with applicable federal, state and local laws, ordinances and regulations. Each Offeror shall identify the parameters of how it intends to collect and dispose of unknown materials in its Proposal.

- 8.** Vacuum Truck Services – The Contractor shall, upon notification by CVWMA, provide Vacuum Truck cleaning of tanks, drains, basins, and storage areas as needed. The areas requiring cleaning may include repair shops, collection tanks, and other operation areas where Category 2 liquid type material has been spilled. Power washing of tanks, drains, and surrounding areas should also be included in this services on case by case basis.
- 9.** Most services provided by Contractor(s) shall be provided on an "on-call" basis. Collection of the waste is to be done within 48 hours of notice by the CVWMA. Some larger Collection Sites may be placed on a weekly collection schedule.
- 10.** The CVWMA shall, through its Special Project Service Agreement with the Participating Local Jurisdictions, require the following:
 - a. Participating Local Jurisdictions shall be responsible for the collection of Household Hazardous Waste (with the exception of unknown materials dropped off at the collection site) into the containers provided by the Contractor.
 - b. Participating Local Jurisdictions shall provide appropriate supervision of the collection site and containers and shall accept responsibility for containers provided by the Contractor while they are at Collection Sites.
 - c. Participating Local Jurisdictions shall not knowingly mix other materials, including PCBs, with waste materials or otherwise cause the alteration of the characteristics or components of materials accepted for collection
 - d. Participating Local Jurisdictions shall comply with all federal, state and local laws, regulations and ordinances applicable to the materials collected.
 - e. Participating Local Jurisdictions shall hold clear title to all materials to be transferred hereunder and shall not be under any legal constraint which would prohibit the handling of such materials or the transfer of possession and title to such materials to the Contractor.
- 11.** Annual Recycling Rate Report: The Contractor shall provide information for the annual Virginia Recycling Rate Report as specified in VAC 20-130-10 et seq. upon request by CVWMA.
- 12.** Monthly Reporting: The Contractor shall provide monthly reporting to indicate by collection site by material/category the quantities per month. This information shall be provided to CVWMA by the 10th of the month following the month in which the collection occurred.

**SECTION 6
GENERAL CONTRACT TERMS AND CONDITIONS**

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
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The material included in this Section is part of the RFP and will also be part of the resulting contract(s) or portions of the contracts if multiple vendors are selected.

For the purpose of this Contract, hereinafter referred to as "Contract", the definitions contained in this Section shall apply unless otherwise specifically stated. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Use of the masculine gender shall include the feminine gender. The word "shall" is always mandatory and not merely discretionary.

Any contract resulting from this RFP shall include but not necessarily be limited to the following terms and conditions:

Definitions: For purposes of this document and any resulting Contract the following terms shall apply:

1. *Absorbents* – to include but not limited to oily rags and oil-dry. Normally used in the collection and/or containment of Category 1 and/or Category 2 liquids.
2. *Authority or CVWMA* – shall mean the Central Virginia Waste Management Authority, an authority created under the provisions of the Virginia Water and Waste Authorities Act, §15.2-5100, et seq. as defined in Virginia Code §15.2-5102.
3. *Category 1 Material* - shall be inclusive of the following: Latex Paints, Oil-based Paints, Varnish/Shellacs, Stains and Tints, Paint Thinners, Lacquer Thinners, Polyurethane, Primers, Paint Reducers, Varsol, Mineral Spirits, Turpentine, Various Flammable Solvents, Oil Additives, Gasoline (both leaded and unleaded), Gasoline Additives and Cooking Oil.
4. *Category 2 Material* - shall be inclusive of the following: used oil (motor oil, automatic transmission fluid, power steering fluid, gear oil, turbine engine oil, hydraulic oil), Diesel Fuel, Fuel Oil, Kerosene (#2, #4, and #6), Brake Fluid, Anti-Freeze (ethylene glycol based anti-freeze, propylene glycol based anti-freeze).
5. *Category 3 Material* – shall be inclusive of used aerosol cans.
6. *Collection Sites* - shall mean sites where the collection of Household Hazardous Waste is to be performed. The CVWMA will notify the Contractor in writing as to the location of Collection Sites as those sites are designated by Participating Localities over the term of this Contract. Current locations are listed in Section 9.

7. *Contract* – shall mean the written document and all amendments thereto, between the CVWMA and the Contractor governing the provision of Household Hazardous Waste Collection that shall result from this RFP; the Contractor’s subsequent proposal and any subsequent addenda and correspondence; and the original Request for Proposals.
8. *Contractor* - shall mean the individual, firm, partnership, joint venture, corporation, or association performing Household Hazardous Waste Collection under any Contract with the CVWMA resulting from this RFP.
9. *Force Majeure* – shall mean any cause beyond the reasonable control of the party whose performance under this Contract is adversely affected, including but not limited to acts of God, change in law, war, riot, fire, explosion, injunction, action by governments not party to this Contract, where such cause, event or circumstance renders performance under this Contract impossible. “Reasonable control” of a party shall specifically exclude that party’s ability to reach agreement in a labor dispute and that party’s ability to settle or compromise litigation.
10. *Household Hazardous Waste* - shall mean those materials included in the definitions of Category 1 Materials, Category 2 Materials and Category 3 Materials.
11. *Member Jurisdictions* – shall mean the members of the CVWMA including the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan and Prince George; the Cities of Colonial Heights, Hopewell, Petersburg, and Richmond; and the Town of Ashland.
12. *Oil Filters* – includes used filters from combustion engines and pumps typically used in trucks, automobiles, buses, water pumps and other similar devices that use oil for lubrication.
13. *Oil Contaminated Soil* – includes Category 2 Materials that have been spilled on the ground and collected by site personnel. Will be placed in Contractor provided drum.
14. *Offeror* – shall mean an individual, partnership, corporation, limited liability company, or other legal entity or combination of the above that submits a proposal to CVWMA for Household Hazardous Waste Collection.
15. *On Call Service* - Shall mean that collection service to be performed by the Contractor shall be arranged by the CVWMA or the Participating Localities by making telephone, email or fax contact with the Contractor to request service. Collection shall be performed within 48 hours (exclusive of Saturdays and Sundays) of notification by CVWMA.
16. *Participating Local Jurisdictions or Participating Localities* - shall mean those CVWMA Member Jurisdictions that execute the Special Project Service Agreement for Household Hazardous Waste Collection pursuant to Article 11 of the CVWMA Articles of Incorporation.

- 17. *Special Project Service Agreement* - shall mean an agreement between the CVWMA and the Participating Local Jurisdictions specifying the terms and conditions under which those jurisdictions will participate in the program outlined in the Contract between the CVWMA and the Contractor.
- 18. *Vacuum Truck* - a tank truck that has a pump and a tank, designed to pneumatically suck liquids, sludges, slurries or mixtures of sand and water without the contact of any mechanical equipment.

Term of Contract: The term of the contract will be for a five (5) year period beginning on or about July 1, 2019, and ending on June 30, 2024. The parties agree that by their mutual consent, each expressed in writing and received at least one hundred and eighty (180) days before the termination of the initial term ending June 30, 2024, that the contract may be extended for an additional period of five (5) years upon the same terms and conditions as set forth in the contract. However, during the renewal process the terms or fees may be modified to effectuate the intent and scope of services outlined in this RFP and resulting Contract.

Billing and Payment: If payment for services is required under the terms of the contract, the CVWMA shall make payments to the Contractor within thirty (30) days after receipt of a complete and satisfactory billing invoice by the 10th of the month for services provided the previous month. No payment will be due until thirty (30) days after services have been completed. No invoice will be submitted for work that has not as yet been performed nor will any such invoice be considered payable until work identified is in fact completed.

Payment for Non-Performance: Failure by the Contractor to fulfill its obligations in the manner agreed upon in the Contract shall result in payment for non-performance to the CVWMA as indicated below to appropriately compensate CVWMA and/or the Participating Jurisdiction for having to respond to, address and/or alleviate the failure. If payment is due the Contractor, the non-performance payment shall be deducted from any amounts due the contractor. If no amounts are due the Contractor, the Contractor shall remit the non-performance payment to the CVWMA on receipt of written demand from the CVWMA. Ten day advance written notice will be provided to the Contractor of the CVWMA's intent to invoke the payment for non-performance clause for contract violations. The penalties are as follows:

Failure to provide services or to respond to a request for services within 48 hours following notification to the Contractor by the CVWMA of the need for services.

\$200.00 per occurrence

Compensation for Services and Escalation Clause: Any more beneficial pricing structure proffered to a CVWMA member jurisdiction or other body(ies) politic contained within a member jurisdiction (i.e. school boards) compared to that extended under the terms of the Contract resulting from this procurement during the entire term of the Contract shall be granted to the CVWMA and incorporated into the Contract. The Contractor will be eligible for an annual

adjustment of rates which if appropriate, shall be made on the anniversary date of each Contract year based on the increase in the U.S. Consumer Price Index for All Urban Consumers (CPI-U) for the most recent preceding twelve-month period..

Petition for Unusual or Unanticipated Costs: The Contractor may petition the CVWMA at any time for adjustments or additions to associated fees on the basis of unusual changes, such as new or revised laws, ordinances or regulations, or other similar reasons. The CVWMA shall have the right, as a pre-condition for approval of such petition, to demand inspections by itself, or by an independent auditor, of pertinent records that demonstrate the “unusual changes” resulting in the need for an adjustment to the fees. CVWMA shall have sole discretion of whether it wishes to grant such petition or not.

Quantities: This is a “requirements” based contract and no minimum amount of material is guaranteed or implied.

Title to Material: Title to, control of and responsibility of the Household Hazardous Waste material collected pursuant to the resulting Contract shall vest to the Contractor at the time of collection from the Collection Site. Title to, control of and responsibility of the Household Hazardous Waste Material prior to collection shall remain with the Participating Local Jurisdiction as long as it remains on the Collection Site. CVWMA shall not at any time obtain or retain title to any materials.

Compliance with Equal Opportunity: During the performance of any contract resulting from this RFP, the Contractor must agree to the following:

- a. The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability or other basis prohibited by law relating to discrimination in employment, except where such is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- b. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.
- c. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting these requirements.
- d. The Contractor shall include the provisions of the foregoing in every subcontract or purchase order in excess of \$10,000 so that the provisions will be binding upon each subcontractor or vendor.
- e. The Contractor shall comply with Executive Order No. 11246, entitled “Equal Employment Opportunity” as supplemented in Department of Labor Regulation (41 CFR, Part 60). During the term of the contract, the Contractor, for itself, its assignees and

successors in interest, agrees to comply with Title VI of the Civil Rights Act of 1964 (as amended), which will be made a part of the contract by reference, and with any other applicable provision of federal or state law guaranteeing equal employment opportunity.

- f. The Offeror shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986. Any Offeror with more than an average of 50 employees for the previous 12 months entering into the Contract shall register and participate in the E-Verify program to verify information and work authorization of its newly hired employees performing work pursuant to the Contract. Any such Offeror who fails to comply with this provision shall be debarred from contracting with any agency of the Commonwealth for a period up to one year. Such debarment shall cease upon the Offeror's registration and participation in the E-Verify program.

Indemnification: The Contractor shall indemnify and hold the CVWMA, its individual members (or voting alternates) of the CVWMA Board of Directors and its officers, agents and employees of the CVWMA, its Member Jurisdictions and Participating Jurisdictions, and their elected officials, officers agents and employees, harmless from and defend against all claims (legal, equitable or administrative), damages, losses, and expenses (including expert witness fees), consultant and attorney's fees, remediation costs, removal costs, clean-up costs and all other costs, liabilities or expenses arising out of or resulting from the Contractor's performance of services set forth in the resulting Contract, or the failure to provide said services. It is understood that this indemnification shall extend to any and all claims against the CVWMA or the Member Jurisdictions by third parties or agencies of the federal, state or local governments for any environmental liability due to a release of pollutants to the environment, whether imposed by statute, ordinance, regulation or common law, relating to activities under the Contract.

Insurance: The Contractor shall be required to carry for the life of the contract with the CVWMA, Public Liability Insurance with a company licensed to do business in the Commonwealth of Virginia and in the amount and coverage specified below, in addition to any other contractual liability assumed by the Contractor. The Contractor shall, prior to commencement of work under the contract, deliver Certificates of Insurance from carriers acceptable to the CVWMA specifying such limits, with the CVWMA and the individual Member Jurisdictions named as additional insured parties on such policies. In addition, the Contractor shall require the insurer give the CVWMA thirty (30) days advance written notice of its decision to cancel, change or fail to renew coverage. The CVWMA reserves the option to increase the required insurance amounts if the contract is renewed beyond its initial term.

1. Worker's Compensation and Employer's Liability

- a. Coverage A - Statutory Requirements

Employer's Liability Coverage will be required of the Contractor and any sub-contractor where any class of employee engaged in work under the contract is not protected under the Workers' Compensation Statute.

2. Automotive Liability, Including Owned, Non- Owned and Hired Car Coverage
Limits of Liability –

- a. Bodily Injury \$1,000,000 each person; \$3,000,000 each occurrence
- b. Property Damage \$1,000,000 each occurrence

3. Comprehensive General Liability

Limits of Liability –

- a. Bodily Injury \$1,000,000 each person; \$3,000,000 each occurrence
- b. Property Damage \$1,000,000 each occurrence
- c. Including:

- i) Completed Operations/Products
- ii) Contractual Liability for Specified Agreements
- iii) Personal Injury
- iv) (XCU) Explosion, Collapse and Underground Coverage
- iv) Broad Form Property Damage

NOTE: To satisfy the requirements of “iv” above, the classification code numbers appearing on the Comprehensive General Liability coverage parts shall include the symbols “X-C-U.”

NOTE: The levels of coverage required in “2.” and “3.” can be met by the primary policy alone, or in concert with an excess liability policy.

The Contract shall be subject to termination by the CVWMA at any time if said insurance is canceled by the issuing company or the insurance company is relieved from liability for any reason. Notice of cancellation must be provided to the CVWMA one hundred and twenty (120) days prior to the effective date of said cancellation. This Contract will be terminated if within five (5) working days of receipt of such notice, the Contractor files with the CVWMA a certificate evidencing similar insurance coverage to be effective for the balance of the Contract period.

Performance Bond: The Offeror shall be required, if awarded a contract under this RFP, to furnish to the CVWMA, and keep current during the term of the Contract, including renewals if applicable, a performance bond for the faithful performance of the Contract and all obligations arising thereunder in an amount equal to at least twenty-five thousand dollars (\$25,000). It shall be executed by a surety company licensed to do business in the Commonwealth of Virginia; having an "A- or better rating by A. M. Best or Standard and Poor's; and included on the list of surety companies approved by the Treasurer of the United States. The performance bond shall be in a form acceptable to the CVWMA covering the faithful, legal and complete performance of the Contract. The CVWMA may allow an irrevocable letter of credit in lieu of the performance bond with a banking institution and on terms and conditions acceptable to the CVWMA.

Should the financial condition of the surety or banking institution become unacceptable to the CVWMA, the Contractor shall be notified in writing of that unacceptability. Within sixty (60) days of receipt of said notification Contractor shall furnish such additional bond or substitute

letter of credit at the Contractor's expense as may be required by the CVWMA to protect its interests.

The Contract shall be subject to termination by the CVWMA at any time if said bond or letter of credit shall be canceled or the surety thereon relieved from liability for any reason. Notice of cancellation of the bond or letter of credit must be served upon the CVWMA one hundred and twenty (120) days prior to the effective date of said cancellation. The Contract will not be terminated if within five (5) working days of receipt of such notice the Contractor's files with the CVWMA a similar bond or letter of credit to be effective for the balance of the Contract period.

Governing Law: This RFP and any contract resulting from it shall be executed in the City of Richmond, Virginia, and shall be governed, construed and interpreted according to the laws of the Commonwealth of Virginia. Parties agree to resolve any complaint necessary to be filed in court in the applicable state court having jurisdiction in the City of Richmond.

Conflict of Interest and Non-Collusion: Each Offeror must disclose in its proposal the name of any officer, director, agent, or any relative of an officer, director or agent who is an employee or appointed official of the CVWMA. Further, all Offerors must disclose the name of CVWMA employee or appointed official who owns, directly or indirectly, an interest of 5 percent or more in the Offeror's firm or any of its branches, divisions or subsidiaries.

Offeror's Non-Collusion Certification: Any Offeror submitting a response to this RFP must complete and execute the Non-Collusion Affidavit of Offeror form included in this RFP.

Offeror Records: Records of the Offeror and any subcontractor related to this Contract shall be subject to CVWMA review, audit and/or reproduction and shall be open to inspection by the CVWMA and/or its authorized agents and representatives of Member Jurisdictions, during normal working hours or at such times as are mutually agreed upon by the parties to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the CVWMA pursuant to this Contract. The Offeror and any subcontractors shall maintain their books and records related to the performance of this Contract in accordance with the following minimum requirements:

- a. The Offeror shall maintain any and all ledgers, books of account, invoices, vouchers and canceled checks, as well as all other records or documents evidencing or relating to charges for services, expenditures or disbursements borne by the CVWMA for a minimum period of five (5) years following the conclusion of each Contract year, or for any longer period required by law.
- b. The Offeror shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years following the conclusion of each Contract year or for any longer period required by law.

Drug-Free Workplace: During the performance of this Contract, the Contractor shall comply with all federal, state, and local government laws regarding controlled substances, where applicable. In addition, the Contractor agrees as follows:

- a. The Contractor will provide a drug-free workplace for its employees.
- b. The Contractor will post in a conspicuous place(s), available to employees and applicants for employment, a statement notifying employees that the unlawful sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the workplace and specifying the actions that will be taken for violation of this prohibition.
- c. The Contractor will state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace.
- d. The Contractor will include the provision of the foregoing Subparagraphs a, b and c of this Section in every subcontract or purchase order under this Contract over \$10,000, so that the provisions will be binding upon the Contractor's sub-contractors and employees.

SECTION 7

REQUIRED FORMS

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
SERVICES
FOR
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

**CONTRACTOR'S PROPOSAL
FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND
DISPOSAL SERVICES**

TO: Executive Director, Central Virginia Waste Management Authority (CVWMA)

Subject: Proposal of _____ (AN
INDIVIDUAL/ PARTNERSHIP/ CORPORATION) licensed to do business in the
Commonwealth of Virginia

Contact Person _____

Phone _____ Fax _____

E-Mail _____

The undersigned, having carefully read and considered the terms and conditions of the Contract Documents for Household Hazardous Waste Collection, Hauling, and Disposal Services (CVWMA RFP 18-03) for the jurisdictions of the CVWMA, and being familiar with local conditions affecting the cost of work, does hereby offer to furnish, for the payment amount(s) or at the rates hereinafter set forth, all labor, equipment, materials, tools, insurance, supervision, and all other items necessary to provide the service as specified. This proposal and pricing specified in the Price Sheet are valid for ninety (90) days from the date of its submission.

By: _____
Signature

Company Name

Please Print Name

Address

Title

City and State

Date

Telephone

PROPOSAL INFORMATION:

<i>DESCRIPTION</i>	<i>Charge/Payment to CVWMA</i>
Category 1 Materials (see definitions)	
Category 2 Materials (includes Used Oil)	
Category 3 Materials (aerosols)	
Empty 55-Gallon Drum Cost	
Absorbents in 55-gallon drum (includes oily rags, oil-dry and/or similar absorbent material)	
Oil Filters in 55-gallon drum	
Oil contaminated soil (gravel/debris) in 55-gallon drum	
Vacuum Truck Services - fee for cleaning tanks, drains, basins, and similar structures to include mobilization and per gallon price etc.	
Unknown material – mobilization, testing, packing, hauling and disposal, etc.	

Please include any other information that you feel may be useful in our research and evaluation process.

General description of the company including a detailed summary demonstrating qualifying experience in collecting transporting and disposing of Household Hazardous Waste. The CVWMA reserves the right to reject any proposal which does not include a statement of experience.

Brief description of how and where the materials will be disposed of:

End markets for materials as appropriate (Used oil, Anti-Freeze, Used Oil Filters):

Three clients (including name, contact, and phone number of the contact person) for whom Contractor has provided HHW Collection, Hauling and Disposal:

1. Company Name: _____ Contact: _____

Telephone number: _____

2. Company Name: _____ Contact: _____

Telephone number: _____

3. Company Name: _____ Contact: _____

Telephone number: _____

Description (sizes) of containers to be provided for collection/storage:

Description of the process for removing containers/materials from the collection site and hauling to processing site:

NON-COLLUSION AFFIDAVIT OF OFFEROR

State of _____)

County of _____)

_____, being duly sworn, deposes and says that:

He/She is _____ of _____ the Offeror that has submitted the attached proposal;

He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

Such proposal is genuine and is not a collusive or sham proposal;

Neither said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Offeror, firm or person to submit a collusive or sham proposal in connection with the Contract for which the attached proposal has been submitted or to refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, firm, or person to fix the price or prices in the attached RFP, or of any other Offeror, or to fix any overhead, profit or cost element of the proposal or the response of any other Offeror, or to secure through any collusion, connivance, or unlawful agreement any advantage against the CVWMA or any person interested in the proposed Contract; and

The price or prices set forth in the attached RFP are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed)

(Title)

Subscribed and sworn to before me this ___ day of _____, 2018.

Notary Public, State of

My Commission Expires: _____.

SECTION 8

OFFEROR'S SUBMITTAL CHECKLIST

HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL SERVICES FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

All Offerors submitting a response to the CVWMA RFP 18-03 for Household Hazardous Waste Collection, Hauling and Disposal Services should insure themselves that the conditions described in this RFP document have been met prior to submitting the proposal. The following checklist is provided to assist the Offeror in verifying the completeness of the proposal.

1. One (1) Original and Four (4) Copies of the Proposal
2. Non-Collusion Affidavit Of Offeror
3. Offeror's Proposal Form
4. Offeror's Proposal
5. Certificates of Insurance or Evidence Thereof
6. Most Recent Financial Statements

**SECTION 9
ADDITIONAL INFORMATION
CURRENT COLLECTION SITE LOCATIONS**

**HOUSEHOLD HAZARDOUS WASTE COLLECTION, HAULING AND DISPOSAL
SERVICES
FOR
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

CURRENT COLLECTION SITE LOCATIONS

Location	Address	Category 1	Category 2	Category 3
CHESTERFIELD				
Northern Area Convenience Center	3200 Warbro Rd		x	
Southern Area Convenience Center	6700 Landfill Rd		x	
Falling Creek WWTP	2100 Station Rd		x	
Proctors Creek WWTP	1200 Coxendale Rd		x	
Fleet Management	10201 Courthouse Rd		x	
Schools Tech Center	10101 Courthouse Rd		x	
Rockwood Park	3401 Courthouse Rd		x	
Huguenot Park	10901 Robious Rd		x	
Dodd Park	201 Enon Church Rd		x	
Daniel Park	6600 Whitepine Rd		x	
Warbro Rd Complex	3204 Warbro Rd		x	
Environmental Engineering	6604 Public Works Rd		x	
School Facilities	9800 Krause Rd		x	
Midlothian High	401 Charter Colony Dr		x	
Central Shop	9201 Public Works Rd		x	
Consolidated Shop	9700 Lori Ln		x	
Courthouse School Bus Shop	10201 Courthouse Rd		x	
Walmsley Shop	7300 Walmsley Rd		x	
Utilities Shop	9200 Public Works Rd		x	
Buildings and Grounds	6609 Public Works Court		x	
GOOCHLAND				
Central Convenience Center	1908 Hidden Rock Land	x	x	
Western Convenience Center	3455 Hadensville-Fife Rd	x	x	
HANOVER				
Courthouse Convenience Center	7301 Courtland Farm Rd	x	x	x
Beaverdam Convenience Center	18400 Beaverdam Rd	x	x	
Doswell Convenience Center	11224 Doswell Rd	x	x	
Elmont Convenience Center	11045 Lewistown Rd	x	x	

Mechanicsville Convenience Center	7427 Verdi Ln	x	x	
Montpelier Convenience Center	15188 Clazemont Rd	x	x	
Hanover County Fleet Services	11375 N. Lakeridge Pky	x	x	
Waste Water Treatment Plant	9015 Pole Green Park Ln		x	
HENRICO				
Springfield Road Public Use Area	10600 Fords Country Ln	x	x	
Charles City Road Public Use Area	2075 Charles City Rd	x	x	
Henrico Waste Water Treatment Facility	1011 Three Chopt Rd		x	
Auto Maintenance Shop	440 Dabbs House Rd		x	
Road Maintenance Shop	10301 Woodman Rd		x	
NEW KENT				
Rt. 612 Refuse Collection Center	7050 Airport Dr.	x	x	
Rt. 618 Refuse Collection Center	6301 Olivet Church Rd.	x	x	
Rt. 634 Refuse Collection Center	17120 Polishtown Rd.	x	x	
Rt. 647 Refuse Collection Center	12400 Old Telegraph Rd.	x	x	
POWHATAN				
Powhatan Convenience Center	2407 Mitchell Rd	x	x	
COLONIAL HEIGHTS				
Colonial Heights Recycling Center	2701 Conduit Rd	x	x	
RICHMOND				
East Richmond Rd Convenience Center	3800 East Richmond Rd	x	x	

**PUBLIC NOTICE
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
2100 W. Laburnum Ave., Suite 105
Richmond, VA 23227**

**Household Hazardous Waste Collection, Hauling and Disposal Services
Request for Proposals: RFP 18-03**

The Central Virginia Waste Management Authority (CVWMA) is seeking proposals for collecting, hauling and disposing of Household Hazardous Waste (HHW) at various sites located within its service area. The contract or contracts resulting from this Request for Proposals will be for a five-year period beginning on or about July 1, 2019. Written responses must be addressed to the CVWMA and received no later than 2:00 p.m., Friday, August 1, 2018. A copy of the full Request for Proposals is available at www.CVWMA.com or from the CVWMA, 2100 West Laburnum Avenue, Suite 105, Richmond, VA 23227; (804) 612-0553. Additional information regarding this Request for Proposals may be obtained by contacting Rich Nolan, Director of Operations, (804) 612-0553 or rnolan@cvwma.com.