



Request for Proposals for Professional Services
— 2019 Waste Quantification and Characterization Study —
Proposals Due Wednesday, February 13, 2019
No Later than 4:00 pm

Overview

The Onondaga County Resource Recovery Agency (OCRRA or the Agency) is a public benefit corporation created under the New York Public Authorities Law to manage the integrated solid waste management program for the County of Onondaga. OCRRA's main office is located at 100 Elwood Davis Road, North Syracuse New York 13212. OCRRA is legally allowed to contract with agencies, municipalities, individuals, and corporations for such work as is necessary to fulfill its purpose and to execute the necessary instruments.

OCRRA, directed by a 15 member Board of Directors, operates a comprehensive municipal solid waste management program for 33 of the 35 municipalities within the County of Onondaga. The solid waste program follows the New York State hierarchy for waste management.

With this request OCRRA is seeking professional services for conducting a waste quantification and characterization study. Work activities will include:

- Project Planning and Preparation;
- Sampling of:
 - Municipal Solid Waste;
 - Residential Curbside Recyclables; and
 - Construction and Demolition Debris
- Data Analysis and Reporting.

OCRRA will only consider proposals for which the Proposer demonstrates sufficient expertise and experience, as deemed necessary and appropriate by OCRRA, and submits a cost efficient proposal for completing the identified work activities. Proposals may also suggest project enhancements and additional value added services. Proposers must provide a firm, fixed cost price for these services.

Included herein are:

- Section 1 – Statement of Purpose
- Section 2 – Scope of Work
- Section 3 – Target Dates
- Section 4 – Submission Requirements
- Section 5 – Selection Criteria
- Attachment A – Proposal Pricing Form
- Attachment B – Required Procurement Forms
- Attachment C – Proposed Sampling Categories

Section 1 – Statement of Purpose

OCRRA seeks a qualified consultant to conduct a waste quantification and characterization analysis of the following waste streams:

- **The mixed municipal solid waste (MSW)** managed by OCRRA originating from residential, commercial, institutional, and industrial sources within the OCRRA service area. **Currently, approximately 332,000 tons of MSW are generated annually in the OCRRA Service Area.**
- **Construction and Demolition Debris (C&D)** managed by OCRRA originating from residential, commercial, institutional and industrial sources. **Currently, approximately 49,000 tons of C&D and an additional 16,000 tons of roofing debris are received annually by OCRRA.**
- **Residential recyclable materials** which have been separated from wastes by residents and which have been collected as recyclables from the curbside within the OCRRA service area. **Currently, approximately 38,000 tons of residential curbside recyclables are generated annually in the OCRRA Service Area.**

The following are excluded from this analysis: residential self-haul wastes; commercial and institutional recyclables; leaves, grass and brush delivered to local composting facilities.

The MSW study will be performed at OCRRA's Ley Creek Transfer Station. Vehicles entering the Waste-to-Energy Facility will be interviewed by OCRRA to determine load contents and origination. Randomly chosen vehicles will be directed to the Ley Creek Transfer Station to unload in the backyard area where a representative sample of the load will be collected with OCRRA's loader. The MSW sample will then be manually sorted into the designated categories and the final weight of each category will be recorded. Respondents to this RFP must indicate how they intend to include bulk items in the MSW analysis (i.e. pieces of furniture, large household items, etc). The recyclables study will be conducted at the Waste Management Recycle America MRF in Liverpool, NY, in Onondaga County, utilizing a similar process.

OCRRA is also seeking proposals for analysis of the incoming C&D stream referenced above at its Ley Creek Transfer Station. In light of the unique nature of C&D (i.e. bulky, heavy material), respondents to this RFP will need to describe their proposed methodology and experience for conducting the C&D analysis.

Data collected for MSW and recyclables shall be tabulated by the selected contractor and compared to previous waste quantification and characterization studies conducted in 1987, 1993, 1998, and 2005. The comprehensive report shall identify how the composition of MSW and recyclables is changing. Data collected for C&D shall also be tabulated. These waste studies are used to affect decisions about OCRRA's programs, such as expansion of the mandatory recyclables list and public education efforts. Additionally, they allow OCRRA to explore trends in the amount of recyclables in the waste stream and develop or expand programs based on the results.

For reference purposes, the Final Report for the 2005 Waste Quantification and Characterization Study is available online at: <https://tinyurl.com/OCRRAwasteQC2005>

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OCRRA is seeking proposed costs for **both a single-season sort AND for a two-season sorting analysis** of the three material streams identified above. The Agency will select a single contractor for the analyses listed above, and will select the proposal that is considered to provide best value in helping OCRRA achieve its policy making objectives by balancing technical rigorousness and cost-effectiveness. **As part of its evaluation of proposals, OCRRA is particularly interested in the minimum number of samples, and proposed size (i.e. weight) of samples, for each of the three categories identified above that are proposed to be collected and analyzed, and the rationale for the proposed number and size of samples based upon ASTM requirements.**

Section 2 – Scope of work

Services to be provided upon execution of final contract consist of the following major work activities by the selected contractor:

A – Project Planning & Preparation

At an appropriate time after being given the notice to proceed, the firm should begin preparing for the 2019 sampling activities. For planning purposes, the contractor must, at a minimum, provide a Site Manager to be on site at all times during the sorting process. This person must not be a subcontracted worker of the selected contractor. Two OCRRA personnel will be on-site at all times for the duration of the project. As part of the preparations, the selected contractor will develop a Site-Specific Health and Safety Plan and provide all personal protective equipment for its own employees and any temporary laborers, if needed. The selected contractor shall also consider whether it is statistically necessary to include samples of recyclables from the Ley Creek Transfer Station that also accepts residential recyclables through drop off (about 570 tons annually).

B – Training

Prior to the start of the sampling process for each material stream identified in Section C below, the Contractor will perform training sessions for all workers. Training will include: 1) a walking tour of the site; 2) an overview of the sampling process; 3) a thorough review of the Site-Specific Health and Safety Plan; 4) detailed descriptions of categories, with physical examples; and 4) a test sort. Respondents to this RFP may propose alternative approaches, including justification why such a training effort may not be needed. In addition, respondents must provide information regarding their proposed material sorting personnel, and break out the proposed costs for these individuals. Alternatively, OCRRA, at its sole discretion, may elect to separately hire such individuals (i.e. “light industrial temporary laborers”) at its own expense. In any event, OCRRA will require the selected contractor to provide these individuals with the necessary personal protective equipment as set forth in the selected contractor’s site specific Health and Safety Plan.

C – Sampling of Waste (MSW), Construction and Demolition Debris (C&D) and Residential Recyclables

Respondents shall specify in their response to this RFP both the ASTM standard they intend to use for the sorting process and their justification for that standard. However, the comprehensive list of waste categories as provided in Attachment C “Proposed Sampling Categories” must be utilized regardless of the ASTM standard. The Contractor may propose deviations and/or expansion of this method as part of the proposal and they must be described and justified.

MSW and C&D sorting will take place at OCRRA's Ley Creek Transfer Station in Liverpool, NY. Recyclables sorting will occur on the campus of Waste Management's Recycle America MRF in Liverpool, NY. OCRRA can provide equipment to retrieve samples (loaders), scales, sorting table, and barrels for sorting, unless the selected contractor is able to provide these items as part of their service proposal.

The Contractor shall suggest sample number and size, sampling dates, and number of trucks to be sampled, as part of their proposal. The Contractor shall also detail the methodology that will be used for waste sorting and quantification of various waste categories. These descriptions may vary for each waste stream (i.e. MSW, C&D, and residential recyclables). **Please note:** OCRRA, as part of this RFP, is requesting that respondents break out the cost for the C&D portion of the waste analysis.

OCRRA will provide portable toilets or restroom access at each facility, and a covered work area for sorting related activities.

D – Data Analysis & Reporting

Following the sampling activities, the Contractor will tabulate and validate the data. Quality assurance / quality control measures must be taken to ensure that the data is accurate. Responses to this RFP shall describe the measures that will be employed in connection with ensuring data validity. Analysis will include, at a minimum, the following:

- (1) Executive Summary with key findings;
- (2) Description of sampling methodology used;
- (2) Results, including raw data;
- (3) Detailed analysis of data;
- (4) A classification of the waste streams' composition as percentages of each category (categories specified in Attachment C) with proper statistical analysis presented in tabular and graphical format;
- (5) The recycling diversion rate for mandatory recyclables;
- (6) A comparison to past Waste Quantification and Classification studies (1987, 1993, 1998 and 2005) performed for the OCRRA service area (data to be provided by OCRRA to selected contractor);
- (7) Conclusions/recommendations.

A draft shall be submitted prior to final submittal for OCRRA to review and propose any corrections and/or modifications. The Contractor must certify the content and completeness of all information contained in the report.

The final Word and Excel files shall be provided to OCRRA, as well as a PDF of the entire final report. Ten bound final reports shall also be provided to OCRRA.

E – Project Enhancements / Value Added Services

Proposers are encouraged to suggest and fully describe additional enhancements or value added services that will benefit the project.

Section 3 – Target Dates

The following schedule shows the target dates for performance of the work:

<u>EVENT</u>	<u>DATE</u>
RFP issued	Thursday, January 10, 2019
Deadline for questions	Friday, January 25, 2019
Response to questions	Wednesday, January 30, 2019
Proposals due	Wednesday, February 13, 2019
Expected notice to proceed	Thursday, March 14, 2019
Draft report due	Friday, November 15, 2019
Final report due	Friday, December 13, 2019

Section 4 – Submission Requirements

Designated Contact Person

All inquiries and contacts during the procurement period shall be directed to the Designated Contact Person, Ms. Cyndi Araujo, via email at caraujo@ocrra.org. Interested parties and their agents and representatives are directed not to contact or lobby members of the Board of Directors of OCRRA or any other OCRRA staff members regarding this RFP. Please reference the document entitled “State Finance Law Procurement Compliance Form,” found in Attachment B, for all contact information provisions.

Submittal

Five (5) copies of the proposal shall be enclosed in a sealed package, plainly marked and addressed as follows:

PROPOSAL – 2019 WASTE QUANTIFICATION & CHARACTERIZATION STUDY
Ms. Cyndi Araujo, Designated Contact Person
Onondaga County Resource Recovery Agency
100 Elwood Davis Road
North Syracuse, NY 13212

Deadline

Receipt of Proposals must be no later than **4:00 PM Eastern Standard Time on Wednesday, February 13, 2019**. Proposals received by fax or e-mail will not be considered.

Inquiries

All inquiries concerning this Request for Proposals shall be directed to Ms. Cyndi Araujo via email at caraujo@ocrra.org no later than **Friday, January 25, 2019**. OCRRA will post responses on its website at www.ocrra.org/about_procurements.asp by Wednesday, January 30, 2019.

Costs to Respond to RFP

Proposer is responsible for all costs associated with the preparation of a proposal. None of the costs will be the responsibility of the Agency.

Sales Taxes

OCRRA is exempt from the payment of sales taxes of New York and of cities and counties on all services, materials, equipment and supplies sold to OCRRA pursuant to this contract.

Public Disclosure

Prior to Proposer selection, all information contained in the main body of the proposal shall be considered confidential and not, to the extent permitted by applicable laws and regulations, subject to public disclosure due to the fact that the information will directly affect proposer selection. After Proposer selection, the proposals, including any appendices, will be matters of public record and will be treated as such. The Final Report, including all data and appendices, will be matters of public record and will be treated as such.

Insurance Requirements

Before commencing work, the Proposer shall procure and maintain insurance of the kinds and limits enumerated hereunder and on terms and with an insurance carrier satisfactory to the

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Agency. Certificates of such insurance issued by the Proposer’s insurance carrier shall be filed with the Agency before commencement of work and shall set forth the following:

General Liability	\$10,000,000	Combined single limit
Automobile Liability	\$1,000,000	Combined single limit
Workers Compensation	Statutory Limits	
Professional Liability Coverage	\$1,000,000	Combined single limit

It is required of the successful proposer that OCRRA be added, by endorsement, as an “additional insured” on the General Liability and Automobile Liability. If used, temporary workers must also have coverage as specified above. The foregoing insurance coverage shall not be terminated or cancelled unless OCRRA is given thirty (30) days prior written notice by the insurance carrier.

Warranty of Services

Notwithstanding inspection and acceptance by OCRRA, the professional firm will be required to warrant that all services performed under the proposed project shall be free from defects in workmanship and conform to the requirements of the Contract that will be signed between OCRRA and the successful proposer.

Prevailing Wages

Where applicable, the Contractor shall pay its employees the prevailing wages for work, labor or services as required by New York Labor Law Article 8 and Article 9.

Proposal Contents

The Proposal shall include the following information:

1. **Statement of Services, Project Approach, and Demonstration of Qualifications:** The proposal shall describe:
 - 1.1. The services to be provided, including **a detailed description of the technical approach and sampling methodology** proposed to be utilized by the Proposer to accomplish each work activity as specified in Section 2, and rationale for the recommended ASTM to be utilized.
 - 1.2. Minimum size of samples, and the minimum number of samples, for each of the three material streams set forth above (MSW, C&D, Residential Recycling).
 - 1.3. The methodology how bulk wastes for MSW will be sampled.
 - 1.4. The methodology for analyzing C&D, including bulky/heavy materials that may not lend themselves to “hand sorting.”
 - 1.5. A description of the “weigh out” and data recording process, and samples of data recording sheets
 - 1.6. Overview of the statistical approach(es) to be utilized, including rationale for the suggested “confidence intervals.”
 - 1.7. The firm’s **relevant qualifications, expertise, and experience** for each of the three material streams set forth above (C&D, MSW, and residential recycling).

ADDITIONAL PROPOSAL REQUIREMENTS CONTINUED ON NEXT PAGE

2. **Project Schedule:** The proposal should contain a proposed schedule to complete the project upon receipt of the notice to proceed. The schedule should indicate interim target dates and objectives, as well incorporate the target dates specified in this RFP.
3. **Waste Q&C Report Samples:** Please provide the **Executive Summaries** of three (3) recent municipal Waste Q&C Studies conducted by your firm.
4. **Sorting Personnel:** Please provide a general description of the following: 1: the number of sorters for each of the three designated material streams, 2: their proposed qualifications, and 3: how these individuals will be secured. **Please note:** The Agency will determine, based upon review of proposals, whether it will hire the sorting personnel for the analysis of MSW and Residential Recycling, or whether it will require the selected contractor to hire the sorting personnel. The selected contractor will hire the sorting personnel for the C&D analysis.
5. **Project Team Overview:** The proposal shall provide a summary of the project team, identifying the role of each team member and a detailed description of each team member's specific experience; a resume for each team member should also be attached.

Please also provide a matrix with each project team members' estimated hours and hourly rate.

All subcontractors shall be identified and the scope of each subcontractor's services shall be provided. Substitution of the project manager or any subcontractors identified in the proposal shall not be made without the written consent of the Agency.

6. **Client References:** The proposal shall provide several references for which similar work has been recently completed, including the length of the contract with each client, specific scope of work, contact names, telephone numbers, and email addresses.
7. **Project Enhancements / Value Added Services:** Proposers are encouraged to suggest and fully describe additional enhancements or value added services that will benefit the project.
8. **Health and Safety Plan:** The proposal should include a description of the firm's experience with developing detailed, site-specific health and safety plans (specific to waste studies).
9. **M/WBE Participation:** Please include Minority and/or Woman-Owned Business Enterprise (M/WBE) Certification or a description of your firm's plans to incorporate the use of M/WBEs into this project.

ADDITIONAL PROPOSAL REQUIREMENTS CONTINUED ON NEXT PAGE

10. **Completed and Signed Pricing Form (Attachment A):** Please note that the 3-page pricing form is organized as follows:

Page 1:

Single Season Sort for MSW and Residential Recycling **including** sorting personnel costs

Single Season sort for MSW and Residential Recycling **excluding** sorting personnel costs

Page 2:

Two-Season Sort for MSW and Residential Recycling **including** sorting personnel costs

Two-Season sort for MSW and Residential Recycling **excluding** sorting personnel costs

Page 3

Single Season Sort for C&D **including** sorting personnel costs

Two-Season sort for C&D **excluding** sorting personnel costs

(Please note: Contracted vendor must hire the sorting personnel for the C&D analysis)

Also on Page 3: Suggested Payment Schedule

OCRRA intends to hire a single firm to provide the requested services.

11. **Completed and Signed Procurement Forms (Attachment B)**

12. **Cover Letter** that, at a minimum, includes the following:

- Commitment of Proposer to: 1) carry out all provisions of proposal at the quoted price (if selected by OCRRA) and 2) perform the stated work in accordance with the target schedule,
- Statement that all information in the submittal, including any supplemental materials, is accurate and factual.
- Designation of an individual authorized to negotiate a contract with OCRRA.
- Signature of officer, principal or partner empowered to sign such material.

Section 5 – Selection Criteria

The Agency will evaluate all proposals containing the information requested and prepared in the format required by this RFP. OCRRA will only consider proposals for which the proposer demonstrates sufficient expertise and experience, as deemed necessary and appropriate by OCRRA, and submits a cost-efficient estimate for executing the work activities. Firms must be able to meet the target dates provided in this RFP. The following selection criteria will be used in evaluating the proposals:

	CRITERIA	Points Possible
1	Cost & Cost Effectiveness	30
2	Project Team’s Qualifications, Relevant Experience, & Past Performance	40
3	Project Approach and Sampling Methodology	15
4	Project Enhancements / Value Added Services	10
5	Inclusion of Minority and/or Woman-Owned Business Enterprise (M/WBE)	5
	TOTAL POINTS POSSIBLE	100

The proposer should fully understand the selection process will **not** be one of simply choosing the lowest cost proposer, but will be one of selecting the Proposal demonstrating, in OCRRA’s sole opinion, the best score based on the criteria above.

Attachment A

Proposal Pricing Form: Page 1 of 3

OCRRA intends to hire a single firm to provide all the requested services.

Please provide proposed Cost Variations or Explanations in the appropriate sections below.

Name of Firm:	
Street Address, City, Zip Code:	
Contact Person:	
Title:	
Phone:	
Email:	

Single Season Sort Cost Proposal MSW and Residential Recycling	Including sorting personnel	
	Total Cost Proposal of all requested services, including report preparation, for Single Season sorting of <u>MSW</u> and <u>Residential Recycling</u>, including sorting personnel (excludes C&D analysis)	\$
	Please note any proposed pricing variations, exceptions, and explanatory notes below for the single-season sort cost proposal including the costs of the selected contractor hiring the sorting personnel:	
Excluding sorting personnel		
Total Cost Proposal of all requested services, including report preparation, for Single Season Sorting of MSW and Residential Recycling, excluding sorting personnel (excludes C&D analysis)	\$	
Please note any proposed pricing variations, exceptions, and explanatory notes below for the single-season sort cost proposal excluding the costs of sorting personnel:		

Please see next page for cost proposal for two-season sort.

Attachment A
Proposal Pricing Form: Page 2 of 3

<b style="font-size: 2em; writing-mode: vertical-rl; transform: rotate(180deg);">Two-Season Sort Cost Proposal <b style="font-size: 1.2em; writing-mode: vertical-rl; transform: rotate(180deg);">MSW and Residential Recycling	Including sorting personnel	
	Total Cost Proposal of all requested services, including report preparation, for Two Season sorting of MSW and Residential Recycling, <u>including</u> sorting personnel (excludes C&D analysis)	\$
	Please note any proposed pricing variations, exceptions, and explanatory notes below for the two-season sort cost proposal <u>including</u> the costs of the selected contractor hiring the sorting personnel:	
Excluding sorting personnel		
Total Cost Proposal of all requested services, including report preparation, for Two Season Sorting of MSW and Residential Recycling, <u>excluding</u> sorting personnel (excludes C&D analysis).	\$	
Please note any proposed pricing variations, exceptions, and explanatory notes below for the two-season sort cost proposal <u>excluding</u> the costs of sorting personnel:		

Attachment A

Proposal Pricing Form: Page 3 of 3

C&D Sort Cost Proposal	One-Season C&D Sort Cost Proposal	
	Total Cost Proposal of all requested services, including report preparation, for <u>One-Season</u> sorting of C&D, <u>including</u> sorting personnel costs (vendor must provide sorting personnel for C&D).	\$
	Please note any proposed pricing variations, exceptions, and explanatory notes below for the one-season C&D sort cost proposal:	
Two-Season C&D Sort Cost Proposal		
Total Cost Proposal of all requested services, including report preparation, for <u>Two-Season</u> sorting of C&D, <u>including</u> sorting personnel costs (vendor must provide sorting personnel for C&D).	\$	
Please note any proposed pricing variations, exceptions, and explanatory notes below for the two-season C&D sort cost proposal:		

Proposed payment schedule:

Signature

date

On behalf of: _____
Name of Company

Attachment B **Required Procurement Forms**

The following forms must be completed and signed in order for the Proposal to be considered:

- Conflict of Interest Affidavit
- Certificate of Non-Collusion
- State Finance Law Procurement Compliance Provisions & Disclosure to OCRRA
During Procurement Process of Prior Non-Responsibility Determinations

CERTIFICATE OF NON-COLLUSION

Non-collusive Certifications required of all bidders/proposers/quoters under Section 103-d of the General Municipal Law as amended by Chapter 751 of the Laws of 1965 and Chapter 675 of the Laws of 1966 effective September 1, 1966, is as follows:

By submission of this bid/proposal/quote, the bidder/proposer/quoter and each person signing on behalf of the bidder/proposer/quoter certifies, and in the case of a joint bid/proposal/quote each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid/proposal/quote have been arrived at independently without collusion, consultation, communications, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer/quoter or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid/proposal/quote have not been knowingly disclosed by the bidder/proposer/quoter and will not knowingly be disclosed by the bidder/proposer/quoter prior to opening, directly or indirectly, to any other bidder/proposer/quoter or to any competitor; and

(3) No attempt has been made or will be made by the bidder/proposer/quoter to induce any other person, partnership, or corporation to submit or not to submit a bid/proposal/quote for the purpose of restricting competition.

Legal Name of Bidder/Proposer/Quoter (Typed)

Address (Typed)

City State Zip

BY: _____
Signature

Name (Typed)

Dated _____, 20__

Title (Typed)

Vendor Information Regarding
State Finance Law Procurement Compliance Provisions

OCRRA Procurement Regarding:
2019 Waste Quantification and Characterization Analysis

OCRRA Designated Procurement Contact Person(s):
Cyndi Araujo

OCRRA conducts its procurements to provide all vendors with an opportunity to compete fairly to maximize competition. New York State has enacted provisions in its State Finance Law, applicable to any contract over \$15,000.00 that further promotes fair competition. This law now requires that all communications i.e. “contacts” with the Agency regarding this procurement, after the Request to Bid, Request for Proposals, or Request for Quotes go out, must be through a designated OCRRA Procurement Contact Person. Our Designated Procurement Contact Person is listed above. All contacts by potential vendors should be through the Designated Procurement Contact Person and NO ONE ELSE! All such contacts will be recorded by the Designated Procurement Contact Person and any responding information given to a potential vendor will also be shared with all potential vendors, so no one has a competitive advantage. As a potential vendor on this procurement, you will need to fill in the Permissible Contacts Affirmation form, attached, and submit it with your bid/proposal/quote. You will also need to fill in the other part of this two page form that advises OCRRA of any Non-Responsibility Determinations under this law. If you fail to comply with the above Procurement contacts restrictions or you submit knowingly false, inaccurate or incomplete information, or you violate our OCRRA Ethics Code, you may be found to be a “Non-Responsible” vendor. This can result in a rejection of your firm for contract award, a cancellation of the contract, if later discovered (the Contract will include a cancellation provision for such a contingency), and in the event of two such findings in a four year period, debarment from obtaining any further OCRRA procurement contract for a period of four years from the time of the second violation.

Please be sure to familiarize yourself with these new legal provisions, fill out the attached forms, and contact only the Designated Procurement Contact Person during the procurement process. This will promote fair competition on this procurement and will not disqualify your firm from a potential OCRRA contract award.

Rev. 10/15/2009

Proposal is Due No Later Than 4:00 p.m. on Wednesday, February 13.

**Disclosure to OCRRA During Procurement Process of
Prior Non-Responsibility Determinations**

OCRRA Procurement regarding: 2019 Waste Quantification and Characterization Analysis

OCRRA Designated Procurement Contact Person: Cyndi Araujo

OCRRA conducts its procurements to maximize competition and provide all vendors with an opportunity to compete fairly. New York law now provides that, for any procurement over \$15,000.00, all potential vendors must disclose whether a governmental entity in New York has made a finding of "Non-Responsibility." "Non-Responsibility" is defined in State Finance Law Section 139-j and can include failure of a potential bidder/proposer/quoter to timely disclose truthful, accurate, or complete information that may allow OCRRA to make a determination as to its "responsibility" relative to this procurement as well as unauthorized procurement contacts (including contacts to someone other than the designated procurement contact) and ethics code violations. In order to qualify for consideration on this procurement, the bidder/proposer/quoter must complete and sign the form below.

(For Vendor Use)

Name and Address of Bidder/Proposer/Quoter Seeking to Enter into the Procurement Contract with OCRRA: _____

Name, Title, and Phone Number of Person Submitting this Form: _____

Has any Governmental Entity in New York made a finding of Non-Responsibility regarding the bidder/proposer/quoter seeking to enter into the Procurement Contract in the previous four years? (Please circle):

No

Yes

If you answered yes to the above question, please provide details regarding the finding of Non-Responsibility below.

New York Governmental Entity: _____

Date of Finding of Non-Responsibility: _____

Basis of Finding of Non-Responsibility: _____

Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named bidders/proposers/quoters after a finding of intentional provision of false or incomplete information? (Please circle):

No

Yes

Proposal is Due No Later Than 4:00 p.m. on Wednesday, February 13.

If yes, please provide details below:

New York Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

Bidder/proposer/quoter certifies that all information provided to OCRRA above with respect to State Finance Law §139-k is complete, true, and accurate.

By: _____ Date: _____

Signature _____

PERMISSIBLE CONTACTS AFFIRMATION

As a potential bidder/proposer/quoter on an OCRRA solicitation where the contract amount may exceed \$15,000.00, I recognize that once the solicitation issues, New York law requires that all contacts with OCRRA regarding that procurement must be through the designated OCRRA Procurement Contact Person and no one else. On behalf of my client as a potential bidder/proposer/quoter, I affirm that my client understands and agrees to comply with the procedures of the Onondaga County Resource Recovery Agency relative to permissible contacts as required by New York State Finance Law §139-j (3) and §139-j (6) (b). This form must be submitted with the bid, proposal, or quote.

OCRRA Designated Procurement Contact Person: _____

Vendor Signature

Print Signer's Name

Vendor Title: _____ Date: _____

Vendor Name: _____

Vendor Address: _____

Attachment C– Proposed Sampling Categories for MSW and Residential Recycling

PAPER

Newspaper
Magazines/Catalogs
Corrugated Cardboard
Corrugated Waxed Cardboard
Gable Top Containers
Aseptic Containers
Paper Board
Soft Cover Books
Hard Cover Books
Mixed Paper
Non-Recyclable Paper Products and Composites

PLASTICS

#1 PET Bottles
#1 Non-Bottle PET
#2 HDPE Bottles
#2 Non-Bottle HDPE
#3 PVC
#4 LDPE, Non-Film
#5 Polypropylene
#6 Polystyrene
Single Use Plastic Bags
Thin Film Plastic
Large Rigid Plastic
Other Plastics

ORGANICS

Food Waste
Textiles / Leather
Wood
Yard Waste

RUBBER

DIAPERS

FERROUS METALS

Food/Bimetal Cans and Aerosol Cans
Automobile Parts
Other Ferrous

NON-FERROUS METALS

Aluminum Cans
Aluminum Foil and Disposable Trays
Other Non-Ferrous Metals

ELECTRONICS

GLASS

Wine Bottles
Spirits
Non Bottle Bill / Non Alcoholic Beverage Containers
Food Containers
Bottle Bill Glass
Other Glass

RUBBLE

DIRT/FINES

HAZARDOUS WASTE

Household Hazardous Waste
Lead/Acid Batteries
Dry Cell Batteries
Syringes

MISCELLANEOUS

Attachment C– Proposed Sampling Categories for Construction and Demolition Debris

- Carpeting
- Carpet Padding
- Ceiling Tiles
- Brick/Concrete/Masonry
- Asphalt Roofing
- Metals
- Wood
- Glass
- Corrugated Cardboard
- Electrical Wiring
- Gypsum Clean
- Gypsum Painted
- Insulation
- Dirt/Sand/Gravel
- Furniture
- Plastics