

Request for Quotes for Transport and Management of Residential Single Use Batteries

ISSUED BY:

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

December 6, 2022

RESPONSES DUE BY:

January 6, 2023

2:00 p.m.

Background:

Onondaga County Resource Recovery Agency (OCRRA or the Agency) is soliciting quotes for transport and management (either recycling or disposal) of residential household batteries in accordance with Federal, State and Local environmental regulations. OCRRA 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 services 33 of the 35 municipalities in Onondaga County and does not service the Town and Village of Skaneateles. OCRRA encourages submissions from Minority/Women Owned Business Enterprises for all quotes, proposals, and bids.

Since 1995, OCRRA has had various programs for residents to manage their household batteries. Currently, OCRRA collects batteries from residents in a year-round drop-off program. Kiosks for free battery drop off are in 13 local grocery stores and public areas, including all the county's Wegman's locations. Batteries are collected weekly from these locations by an OCRRA employee and taken to an OCRRA location where they are sorted and prepared for transport and management.

In 2021, OCRRA collected over 145,000 pounds of single use alkaline batteries. OCRRA collects about one, 55-gallon drum of button and coin batteries each year. All volume estimates are based on past years and are not to be considered guarantees of any future volume.

Scope of Work:

OCRRA is requesting quotes for the transport and management for single use batteries collected in our residential program, including but not limited to alkaline batteries, button-cell, coin batteries, and lithium single use batteries.

Alkaline batteries include, but are not limited to alkaline and zinc-carbon batteries such as 9-Volt, AA, AAA, C, D and non-lithium primary button cells.

Button-Cell and Coin batteries include, but are not limited to button and coin batteries containing contained silver, cadmium, mercury, other heavy metals, or lithium metal as their main component. These batteries are commonly used in products such as watches, hearing aids, car keyless entry remotes, medical devices and calculators.

Lithium Single Use Batteries include, but are not limited to common batteries made with lithium (Li) metal and are single use and non-rechargeable. They are used in products such as cameras, watches, remote controls, handheld games and smoke detectors.

Please note: Rechargeable batteries collected through OCRRA's program are managed by an existing Extended Producer Responsibility program with Call2Recycle, and therefore are not to be included as part of this request for a quote.

In bid proposals where OCRRA is not providing transport of batteries, OCRRA requires the vendor to provide the following services:

1. Provide the correct containers to be utilized for shipment for final disposition.
2. Collect the containers from OCRRA's Amboy Compost Site in Camillus, NY and transport full containers for disposal or to a recycling facility (Please note that the Agency is seeking pricing for both disposal and recycling).
3. Provide signed certification form to OCRRA demonstrating the proper disposal or recycling of the batteries following all the appropriate health, safety and environmental requirements, with each invoice.

In bid proposals where OCRRA is not providing transport of batteries, OCRRA will provide to the vendor:

1. Storage of the containers until minimum shipping requirements have been met.
2. A forklift to facilitate the loading of the containers (no dock is available).
3. A scale to weigh the truck in, both empty and full. The batteries will still need to be weighed by the vendor. The OCRRA scale is for billing verification only.

OCRRA requests contracted services for calendar year 2023, with the option for three, one-year extensions.

The selected vendor shall provide a list of storage/transfer/treatment and disposal facilities that may be used through the course of this project. The list must include the treatment and disposal facilities location, contact, telephone number and state and/or EPA identification number for each facility. The list must also include ownership of the disposal facility (ies) and the anticipated time frame from collection of the material at the vendor site to ultimate disposal.

Submission of Quotes:

Quotes should be enclosed in a sealed envelope, plainly marked as "Quote for 2023 Household Battery Management Services" and addressed as follows:

Maria Bianchetti, Recycling Specialist
ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
100 Elwood Davis Road
North Syracuse, New York 13212-4312

Number of copies to be submitted: Two (2)

All quotes are due no later than 2:00 p.m. on January 6. Proposals received after the specified time of the opening will be returned unopened. No faxed or e-mailed proposals will be accepted. Any questions regarding this RFP or proposal requirements must be submitted by email to Maria Bianchetti at mbianchetti@ocrra.org. All questions must be submitted by 2 pm, on December 16, and will be answered by December 19.

<u>EVENT</u>	<u>DATE</u>
RFQ Request Issued	December 6, 2022
RFQ Questions Due	December 16, 2022
Questions answered by OCRRA	December 19, 2022
RFQ Due by 2pm	January 6, 2023

All quotes submitted must include the following documents and information.

Vendors must submit the Attachments A-D to provide this information to OCRRA.

1. Vendor must provide the name, address, and telephone numbers of a **key contact person** with whom OCRRA should communicate relative to the vendor's proposal. (Attachment A)
2. **Related Project Experience** - Vendor shall submit a list of at least three other customers who use the vendor's battery management services. Provide reference names and numbers who OCRRA can contact. (Attachment A)
3. Copies of **all current local, state, and federal permits and certifications** issued to the firm pertaining to handling, storage, and transportation of batteries. Vendor shall also provide comparable requirements in other states through which the waste might travel.
4. Proposed pricing for battery transport and disposal and/or recycling. If the vendor does not offer all the services requested, they are encouraged to submit quotes for what services they can provide. (Attachment B)
5. Complete the **Conflict of Interest Affidavit** (Attachment C)
6. Complete the **Certification of Non-Collusion** (Attachment D)

Basis for Selection:

The selection decision will take into account the vendor's ability to meet the requirements of this proposal on a cost-effective basis. OCRRA reserves the right to select for award any or none of the proposals received in response to this RFQ. OCRRA also reserves the right to provide addenda to this request which may include a request for additional information.

*****Please see attachments*****

Attachment A

Vendor Application Information

Key Contact Person:

Vendor must provide the name, email address, and telephone number of a **key contact person** with whom OCRRA should communicate relative to the vendor's proposal.

Vendor Name: _____

Key Contact Name: _____

Key Contact Email: _____

Key Contact Phone Number: _____

Vendor References:

Vendor shall submit a list of at least three other customers who use the vendor's battery management services.

Reference Name: _____

Reference Contact: _____

Reference Name: _____

Reference Contact: _____

Reference Name: _____

Reference Contact: _____

Attachment B

Proposed Pricing

Vendor Name: _____

Please describe proposed pricing for battery transport and disposal and/or recycling. **If the vendor does not offer all the services requested, they are encouraged to submit quotes for what services they can provide.**

The executed contract will be for calendar year 2023, with the option for three, one-year extensions. If pricing will change from year-to-year, please include prices for each year on additional pages.

Alkaline Battery Recycling:

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **source separated** Alkaline Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **source separated** Alkaline Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Alkaline Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **source separated** Alkaline Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **source separated** Alkaline Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be
completed by OCRRA):

Button-Cell Battery Recycling:

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **ONLY** Button-Cell Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **ONLY** Button-Cell Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Button-Cell Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **ONLY** Button-Cell Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **ONLY** Button-Cell Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be
completed by OCRRA):

Coin Battery Recycling:

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **ONLY** Coin Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **ONLY** Coin Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Coin Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **ONLY** Coin Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **ONLY** Coin Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be completed by OCRRA):

Button-Cell and Coin Battery Recycling:

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **source separated** Button-Cell **AND** Coin Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required (To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **source separated** Button-Cell **AND** Coin Batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Button-Cell and Coin Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **source separated** Button-Cell **AND** Coin Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **source separated** Button-Cell **AND** Coin Batteries: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be completed by OCRRA):

*Single Use Lithium Battery **Recycling:***

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **source separated** single use lithium batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **source separated** single use lithium batteries: \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Single Use Lithium Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **source separated** single use lithium battery disposal: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **source separated** single use lithium battery disposal: \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be
completed by OCRRA):

Mixed Single Use Battery Recycling:

If OCRRA Packages and Ships/Transports Batteries to Recycling Facility:

Price for recycling **mixed** single use battery recycling (alkaline, button and coin and lithium batteries): \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for
Shipment to Recycling Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Recycling Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for recycling **mixed** single use battery recycling (alkaline, button and coin and lithium batteries): \$_____/pound

Recycling Method/Process: _____

Recycling Facility Name: _____

Recycling Facility Address: _____

Recycling Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Recycling Facility Required
(To be completed by OCRRA, unless otherwise specified):

Mixed Single Use Battery Disposal:

If OCRRA Packages and Ships/Transports Batteries to Disposal Facility:

Price for disposing **mixed** single use battery recycling (alkaline, button and coin and lithium batteries): \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be completed by OCRRA):

Vendor's preferred packaging/shipment preparation (ex., packaged in 5-gallon buckets) for Shipment to Disposal Facility (To be completed by OCRRA):

If Vendor Picks up Batteries at OCRRA Location and Self-Transports to Disposal Facility:

OCRRA Battery Pick Up Location: Amboy Compost Site, 6296 Airport Road, Camillus, NY 13209

Price for disposing **mixed** single use battery recycling (alkaline, button and coin and lithium batteries): \$_____/pound

Disposal Method/Process: _____

Disposal Facility Name: _____

Disposal Facility Address: _____

Disposal Facility Contact: _____

Preparation of Batteries (ex., taped terminals) for Shipment to Disposal Facility Required (To be completed by OCRRA):

Attachment C

Conflict of Interest Affidavit

STATE OF _____)
) ss:
COUNTY OF _____)

_____, being duly sworn, deposes and says for
and on behalf of _____, that:

1. Our (my) firm _____, is an independent firm or company, and has this date submitted a bid, proposal, or quote to provide goods and/or services to the Onondaga County Resource Recovery Agency.
2. I certify on behalf of the bidder, proposer, or quoter that it and its employees have no interest, direct or indirect, which could conflict in any manner or degree with the performance or provision of these goods and/or services to the Onondaga County Resource Recovery Agency.
3. If awarded a contract my (our) firm agrees that in providing the goods or in the rendering of services to the Onondaga County Resource Recovery Agency, no persons having any such interest shall be employed by the firm. I assume full responsibility for knowing whether my (our) employees or agents have any such interest and hereby certify that no such interest exists.

Dated: _____, 20____ By: _____

For and on Behalf of: _____

Sworn before me this _____ day of
_____, 20____.

Notary Public

Attachment D

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)