ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
SUITE 501 • 100 ELWOOD DAVIS ROAD • NORTH SYRACUSE, NEW YORK 13212-4312

RFB to Purchase and Remove Scrap Metal at OCRRA Sites

GENERAL INFORMATION

The Onondaga County Resource Recovery Agency ("OCRRA") is seeking sealed written bids from qualified firms or individuals ("Bidders") for the purchase, weighing and removal of scrap metal from OCRRA at the Rock Cut Road Transfer Station and/or Amboy Compost Site for a period of one (1) year from **January 1 through December 31, 2027**.

The materials to be sold are generated at the Transfer Station and Compost Site. Each site will be bid individually and may be awarded independently. Bidders may bid on either or both facilities. OCRRA will provide information about recent monthly scrap metal generation amounts to assist Bidders in planning; but does not guarantee any future generation amounts. Awarded Bidders ("Purchaser") for each site shall agree to the following:

BIDDER SUBMISSIONS

- **Bidders are strongly encouraged to examine sample material** prior to submitting to bid. Bidders wishing to do so may set up a meeting time through the OCRRA Representative (Attachment D).

- **Bidders shall complete all included forms and attachments** including Bid Proposal Forms, Conflict of Interest, State Finance Law, Non-Collusion and Procurement Compliance to OCRRA **no later than at 1:00pm on December 8, 2026.** Late Bids shall not be considered.

- **Bidders shall submit completed paperwork in a sealed envelope or email marked "Scrap Metal Bid"** to: OCRRA, Suite 501, 100 Elwood Davis Road, North Syracuse, New York 13212 by: (1) Mail or delivery service, (2) Hand-delivery, or (3) Email Cyndi McNamara at **cmcnamara@ocrra.org**. No bids shall be accepted by fax or phone.

- **Sealed bid proposals are expected to be publicly opened in OCRRA Offices at 1:00pm on December 8, 2026.** All bid proposal paperwork submitted will be considered "confidential" and not subject to disclosure at this time.

- **Bids are expected to be awarded by December 14, 2026.** All bids submitted will be considered confidential and not subject to disclosure. Once the bid proposals are opened and the award is made to the selected Bidder/s ("Purchaser/s") all bid proposals will be subject to disclosure pursuant to applicable Freedom of Information Laws (FOIL). Please refer any bid questions to: Cyndi McNamara at **cmcnamara@ocrra.org** or (315) 453-2866 x1205.

PURCHASER SPECIFICATIONS

It is the intent of OCRRA to enter into a one (1) year contract period: **January 1st through December 31st, 2027.**

No guarantee can be made to the Purchaser concerning actual amounts of recyclable scrap metal available at each facility during the contract period. The price per gross ton (GT = 2,240 lb) paid to OCRRA will be for each calendar month based on the Fastmarkets SPB Steel Scrap No.1 Heavy Melt at the second published rate of each month and modified by the Bidder's proposal. Bid proposals should be submitted as a premium or discount per GT to the applicable index rate.

For example, if the Pittsburgh No.1 Heavy Melt index was $400/GT for a given month, and the Purchaser's proposal was "Discount -$40", then the modified price paid to OCRRA for that month's scrap metal tonnage would be $360/GT ($400-40).

1) Purchaser agrees to purchase any and all actual amounts of scrap metal available.

2) Purchaser shall provide services in full compliance with all applicable federal, state, and local laws, rules, regulations and orders of all governmental agencies.

3) Purchaser shall provide references and experience in the business of recycling scrap metal upon request.

4) Purchaser shall recycle and process all scrap metal collected under this contract at a legitimate facility licensed and permitted to accept and process the material in some manner and shall not dispose of scrap metal in a landfill.

5) Purchaser shall ensure that all scrap metal leaving OCRRA sites is properly secured to prevent spillage during transportation.

6) Purchaser shall provide all labor, tools, materials, and equipment necessary for the removal and transportation of recyclable scrap metals from OCRRA sites.

7) Purchaser shall only work within the business hours of OCRRA sites when conducting scrap metal removal or other work required for this bid.

8) Purchaser shall indemnify and hold OCRRA harmless, to the fullest extent permitted by law, for any of its activities while on OCRRA sites. All vehicles will be weighed in and out on OCRRA's scales. All scale transactions are video recorded.

9) Purchaser shall have its vehicles properly insured, including $1,000,000 single-limit commercial general liability and $50,000 property damage coverage.

    a. Minimum container size at Rock Cut Road Transfer Station is 60 cubic yards — not less than three (3) containers at that facility is to be available at that site at all times.

    b. Minimum container size at Amboy Compost Site is 30 cubic yards — not less than one (1) container at that facility is to be available at that site at all times.

10) Purchaser shall remove scrap metal at regular intervals or within one business day of notification by OCRRA Transfer Station personnel.

11) Purchaser has the option of picking up scrap on the last day of each month and is aware that any pick-ups of scrap metal which are significantly delayed or substantially bridging two (2) months will be paid to OCRRA at the higher rate of both months in question.

12) Purchaser shall send payment to OCRRA at the end of every month, regardless of when pick-up commences, along with a record of the following:
    a. Certification of the weight of metal collected.
    b. Computation of the price to be paid to OCRRA showing the per ton price paid.

13) All payments for metal collected by Purchaser each month must be submitted to OCRRA no later than 30 days after the last day of the month collected.

FLOOR PRICE

Should the contract price fall below $0/GT in any given month, OCRRA reserves the right to recycle the metal in its Waste-to-Energy (WTE) Plant that month.

TERMINATION

Either OCRRA or the Purchaser may terminate this contract with just cause at any time. The party seeking termination shall provide written notice to the other party stating the grounds for termination. Such notice shall be sent by certified mail through the United States Postal Service. Termination shall be effective thirty (30) days after the date of the postmark.

ATTACHMENT A

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

Address

City State Zip

Signature Date

ATTACHMENT B

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 our/my 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: _____ By:_____

For and on Behalf of: _____

Sworn before me, dated: _____

_____
Notary Public

ATTACHMENT C

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

OCRRA Procurement Regarding: SCRAP METAL SALE

OCRRA Designated Procurement Contact Person(s): CYNDI MCNAMARA

Onondaga County Resource Recovery Agency (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, as defined in State Finance Law Section 139-j, and can include failure of a potential Bidder 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 must complete and sign the form below.

Name and Address of Bidder 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 State made a finding of Non-Responsibility regarding the Bidder seeking to enter into the Procurement Contract in the previous four years?

☐ NO • ☐ YES / If yes, provide details:

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 Bidder after a finding of intentional provision of false or incomplete information?

☐ NO • ☐ YES / If yes, provide details:

New York Governmental Entity:

_____

Date of Termination or Withholding of Contract:

_____

Basis of Termination or Withholding:

_____
_____
_____
_____
_____
_____

Bidder certifies that all information provided to OCRRA above with respect to New State Finance Law 5139-k is complete, true, and accurate.

Bidder Representative Name: _____ Date: _____

Representative Signature _____

PERMISSIBLE CONTACTS AFFIRMATION

As a potential Bidder 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 potential Bidder, 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 139j (6)(b). This form must be submitted with the bid, proposal, or quote.

Representative Title: _____ Date: _____

Bidder / Company Name: _____

Bidder / Company Address: _____

_____ _____

Representative Name (Print) Representative Signature

ATTACHMENT D

Vendor Information Regarding
State Finance Law Procurement Compliance Provisions

OCRRA Procurement Regarding: SCRAP METAL SALE
OCRRA Designated Procurement Contact Person(s): CYNDI MCNAMARA

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 two-page form that advises OCRRA of any Non-Responsibility Determinations under this law (Attachment C). If you fail to comply with the above Procurement contacts restrictions or 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.

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
100 ELWOOD DAVIS ROAD • NORTH SYRACUSE, NEW YORK 13212

2027 SCRAP METAL SALE • BID PROPOSAL FORM #1 OF 2

Rock Cut Road Transfer Station

5808 ROCK CUT ROAD • JAMESVILLE, NEW YORK 13078

Bill Period

January 1st through December 31st, 2027

Transfer Station Requirements

Minimum container size (each): Sixty (60) cubic yards
Minimum number of containers: Three (3) containers
must be available at all times

BIDDER INFORMATION

Company Name: _____

Representative: _____ Contact: _____
(Name) (Phone or Email)

CHOOSE ONE:

☐ **NO BID PROPOSAL**

☐ **ONE YEAR BID PROPOSAL**

The price per gross ton (GT = 2,240 lb) will be for each calendar month based on Fastmarkets SPB Pittsburgh No.1 Heavy Melt at the upper level for the second published rate in each of the consecutive months and as modified by the bid proposal.

Adjustment per Gross Ton Vendor Pick-up $ _____
** Please specify Premium / Discount*

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
100 ELWOOD DAVIS ROAD • NORTH SYRACUSE, NEW YORK 13212

2027 SCRAP METAL SALE • BID PROPOSAL FORM #2 OF 2

Amboy Compost Site
6296 AIRPORT ROAD • CAMILLUS, NEW YORK 13209

Bill Period
January 1st through December 31st, 2027

Compost Site Requirements
Minimum container size (each): Thirty (30) cubic yards
Minimum number of containers: One (1) container
must be available at all times

BIDDER INFORMATION

Company Name: _____

Representative: _____ Contact: _____
(Name) (Phone or Email)

CHOOSE ONE:

☐ **NO BID PROPOSAL**

☐ **ONE YEAR BID PROPOSAL**

The price per gross ton (GT = 2,240 lb) will be for each calendar month based on Fastmarkets SPB Pittsburgh No.1 Heavy Melt at the upper level for the second published rate in each of the consecutive months and as modified by the bid proposal.

Adjustment per Gross Ton Vendor Pick-up **$** _____
** Please specify Premium / Discount*