

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
LEACHATE HAULING
FOR THE
DEPARTMENT OF RECYCLING & SOLID WASTE

Due Date: September 3, 2024 – 1:00 p.m. CT

Pre-Bid Meeting (not mandatory) August 21st at 1:00 p.m. (See Section 9.0)

1.0 **Introduction and Background**

Outagamie County is soliciting bids for leachate hauling from the Outagamie County Landfill. All pricing will be for loading of leachate at the Outagamie County Recycling and Solid Waste Department (OCRSD) facility, 1419 Holland Road, Appleton, WI and hauling to selected wastewater treatment facilities.

2.0 **Qualifications**

To be considered qualified, Bidders will need to be fully licensed in the State of Wisconsin to haul landfill leachate. In addition, Bidders will need to be an approved hauler at each of the identified wastewater treatment facilities. All costs relating to the obtaining and maintaining of these licenses and/or approvals are the responsibility of the Bidder.

3.0 **Health & Safety Requirements**

Bidder's shall comply with all applicable safety standards imposed by Federal, State, and Local regulations, statutes, laws, and ordinances and be totally responsible for the safety of their employees to include providing any necessary or required personal protective equipment.

4.0 **General Requirements**

All operators must attend a mandatory on-site training session prior to performing work on the landfill. The training will be provided by landfill personnel and will be approximately 4 hours in length. Costs for the training must be included in the unit price for leachate hauling.

Contractor will be responsible for the proper use of the on-site pumping systems. Every effort must be made to prevent spillage. In the event of a spill, Contractor will be responsible for its immediate clean up and notification to landfill personnel and others pursuant to Wisconsin Spill Laws. Any damage caused to the on-site equipment by its improper use will be the responsibility of the Contractor.

Contractor will be responsible for confirming any entrance gates that it opens are closed when they leave the site. Remote controls for the powered gate operators will be provided to the Contractor.

Contractor shall maintain its truck's tanks in a clean condition and any residue will not adversely affect the treatment facility.

In the event the County's pumping systems are not operable, the Contractor shall supply equipment to pump the leachate until the equipment is repaired.

Haulers will be required to be on call for hauling for emergency situations if necessary to prevent overloading the site storage system. A 2 hour response time will be required.

All treatment costs will be direct billed by the treatment facility to Outagamie County.

5.0 **On-Site Loadout Equipment**

There are 3 separate locations where leachate will be loaded onto a tanker truck. The locations on **Sheet 2 of Exhibit A**. Each location includes a concrete loadout pad with a catch basin to direct and spillage back to the leachate storage tank (NELF) or leachate collection system (East Landfill). A 6-in diameter quick connection is available at each location. The connections are at the end of dedicated pump discharges.

The primary location is the NELF storage tank loadout. The pump at this location will be capable of pumping 350-375 gpm. The storage tank has a capacity of 50,000 gpm.

The North Lift Station pump has an estimated pumping rate of 35 gpm.

The South Lift Station pump has an estimated pumping rate of 100 gpm.

6.0 **Scope of Work Includes the Following:**

- Hours of Operation – Hauling will be required as necessary to maintain storage tank and sump levels below the high level alarm levels. Haulers will have access to the site seven days a week, 24 hours per day. Haulers will be required to be on call for emergency hauling (per County request) if necessary to prevent overloading the site storage system.
- Obtaining all applicable permits/licenses to haul leachate to the stipulated treatment facility.
- All administrative costs.
- All costs related to compliance with health and safety requirements.
- Loading and hauling of leachate from landfill to treatment facility.
- Furnishing and operating pumping equipment to load tanker trucks (if required).

7.0 **Estimated Quantities**

There will be one Leachate quantities vary based on precipitation. The following are estimated quantities for each location based on historical information:

NELF Loadout – 18,000 to 30,000 gallons per **day**.

East Landfill - North Lift Station – 10,000 to 15,000 gallons per **week**

East Landfill - South Lift Station – 10,000 to 15,000 gallons per **week**

Quantities are not guaranteed. Payment will be based on the actual measured quantity of leachate hauled.

8.0 **Measurement and Payment**

The measurement for payment will be determined by weighing the tanker truck on the landfill's scale. Truck empty and full weights will be measured for each load. Scale tickets will be provided to the truck driver and tracked by the landfill's scale personnel. The site's automated scale will be utilized after landfill operating hours.

The leachate weight will be converted to gallons by dividing by a factor of 8.33.

In the event the landfill's scale are inoperable, the leachate volume will be determined by pump flow meter information. The truck driver will be responsible maintaining these records and providing to the County at the end of the following day.

9.0 Site Visit

There will be one pre-bid meeting (not mandatory) on August 21, 2024 at 1:00 p.m. All contractors shall meet at the Department of Solid Waste located at 1419 Holland Rd in Appleton, WI.

10.0 Pricing and Contract Term

Reference the bid form to provide pricing.

The contract term will be for 2 years commencing on October 1, 2024 and the bid price will remain firm for the first 2 years. Outagamie County will have the option to execute 3 – one year renewals at the stipulated rate increase.

It is anticipated the County will provide a notice of award by end of day September 10th.

11.0 Tax Exemption - Materials

Effective January 1, 2016 all materials used on this project are tax-exempt under Wisconsin State Statute 77.54(9m).

12.0 Indemnification, Insurance & Responsible Bidder

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

13.0 Bid Submittal

Include the following –

Bid Form

References

Completed Attachment A as referenced in Section 12.0

14.0 Contact Information

All requests for further information should be directed as follows:

Technical Information

Marty Sturzl PE, Senior Project Advisor

SCS Engineers

(920) 619-1978

MSturzl@scsengineers.com

Site Information

Kraig Van Groll
Solid Waste Operations Supervisor
(920) 450-5269
Kraig.vangroll@outagamie.org

Bidding Procedure & Award Information

Nicole Schoultz
Procurement Coordinator, Outagamie County
(920) 832-6083
Nicole.Schoultz@outagamie.org

15.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at www.outagamie.org then Bids / Proposals. In addition, Bidder(s) may inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

16.0 County Reservation

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all

informalities and or irregularities, or to re-advertise with either an identical or revised specification.

- f. Outagamie County reserves the right to request clarifications for any bid.

17.0 Closing Date

Outagamie County will receive sealed bids up to 1:00 p.m. CT, September 3, 2024.

Send bids using a commercial carrier or USPS to –

Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

Hand delivery of bids:

Bids that are hand delivered must be deposited in the secure bid deposit box. This secure box is located inside the Door #1 entrance of the County Government Center located at 320 S Walnut St in Appleton. Box is located on the far or east side of the Door #1 entry vestibule. The secure bid deposit box is accessible Monday – Friday (excluding County observed holidays) from 7:30am – 5:00pm. Since this secure box is under 24x7 video surveillance, no bid receipt will be given.

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Leachate Hauling**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 1:00 pm on September 3rd inside the Door #1 entrance of the County Government Center.

18.0 Facsimile or Email of Bids

Facsimile or email bids are not acceptable.

19.0 Method of Procurement

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

OUTAGAMIE COUNTY BID FORM

LEACHATE HAULING

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Bid Due: September 3, 2024 1:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911
If hand delivering, see note in Section 17.0

Include all information as requested in Section 13.0

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Print name: _____

Title: _____

Date: _____

Address: _____

Telephone: _____

E-mail: _____

OUTAGAMIE COUNTY BID FORM

LEACHATE HAULING

The following rates will be locked in for the first 2 years of a 5 year contract.

Table 1 – Hauling From NELF Loadout

Item	Treatment Plant Address	Units	No. of Units	Cost Per Unit* (\$)
1. Load and haul leachate to NEW Water WWTP	2231 N. Quincy St., Green Bay, WI 54302	gallons	1	
2. Load and haul leachate to City of Appleton WWTP	2006 E. Newberry St., Appleton, WI 54915	gallons	1	
3. Load and haul leachate to City of Oshkosh WWTP	233 N. Campbell Rd., Oshkosh, WI 54902	gallons	1	
4. Additional cost for hauling in emergency situations requested by Owner	N/A	Per load	1	
5. Additional cost for providing a pump to load trucks if required	N/A	Per load	1	

*- All pricing to be inclusive of all costs including travel and meals.

Table 2 – Hauling From East Landfill North Loadout

Item	Treatment Plant Address	Units	No. of Units	Cost Per Unit* (\$)
1. Load and haul leachate to NEW Water WWTP	2231 N. Quincy St., Green Bay, WI 54302	gallons	1	
2. Load and haul leachate to City of Appleton WWTP	2006 E. Newberry St., Appleton, WI 54915	gallons	1	
3. Load and haul leachate to City of Oshkosh WWTP	233 N. Campbell Rd., Oshkosh, WI 54902	gallons	1	
4. Additional cost for hauling in emergency situations requested by Owner	N/A	Per load	1	
5. Additional cost for providing a pump to load trucks if required	N/A	Per load	1	

*- All pricing to be inclusive of all costs including travel and meals.

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Table 3 – Hauling From East Landfill South Loadout

Item	Treatment Plant Address	Units	No. of Units	Cost Per Unit* (\$)
1. Load and haul leachate to NEW Water WWTP	2231 N. Quincy St., Green Bay, WI 54302	gallons	1	
2. Load and haul leachate to City of Appleton WWTP	2006 E. Newberry St., Appleton, WI 54915	gallons	1	
3. Load and haul leachate to City of Oshkosh WWTP	233 N. Campbell Rd., Oshkosh, WI 54902	gallons	1	
4. Additional cost for hauling in emergency situations requested by Owner	N/A	Per load	1	
5. Additional cost for providing a pump to load trucks if required	N/A	Per load	1	

*- All pricing to be inclusive of all costs including travel and meals.

Provide the rate increase per gallon for years three (3) thru five (5) of contract: _____%.

The percentage will be multiplied by the unit price on 12/31 of the current year (starting in year 3) and added to previous unit price to be effective on 1/1 of the following year.