

BILL KETRON  
COUNTY MAYOR



RUTHERFORD COUNTY  
TENNESSEE

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**REQUEST FOR PROPOSALS (RFP)**  
**Integrated Solid Waste Management Functions**  
**November 9, 2020**

Rutherford County, Tennessee, by and through its Public Works Committee, is now accepting sealed proposals for Rutherford County, Tennessee Integrated Solid Waste Management functions.

**DEADLINE:** Sealed proposals must be received by **noon, CST, Monday, February 15, 2021**. Proposals received after the deadline stated herein will not be opened and shall be considered void and unacceptable.

**MARK ENVELOPE:** Integrated Solid Waste Management Functions

**DELIVERY ADDRESS:** Please submit all **completed forms, one (1) marked original, eleven (11) exact duplicate copies, and one (1) flash drive** of your complete proposal, **and one (1) separately sealed envelope for COST PROPOSAL** to:

Rutherford County Mayor's Office  
ATTN: Steve Sandlin, Deputy to the Mayor  
One Public Square  
Murfreesboro, TN. 37130

Any inquiries, suggestions or requests concerning this Request for Proposals must be submitted, in writing, to Steve Sandlin ([ssandlin@rutherfordcountyttn.gov](mailto:ssandlin@rutherfordcountyttn.gov)), Deputy to the Mayor, in the Rutherford County Mayor's Office, and Mac Nolen ([mnolen@rutherfordcountyttn.gov](mailto:mnolen@rutherfordcountyttn.gov)), Solid Waste Director, **no later than 4:00 p.m. CST, on Friday, December 11, 2020**. The question(s) asked and subsequent response(s) will be distributed through the Rutherford County website. The issuance of written addenda is the only official method whereby interpretation, clarification, or additional

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information can be given. Any questions or concerns not submitted by the stated date and time will not receive responses.

There is no pre-submission conference scheduled for this request.

Rutherford County reserves the right to accept or reject any or all proposals or any combination thereof and to waive any informality in the bidding process.

Submitted Proposals and Rutherford County's evaluation of same does not constitute a binding contract between the Proposer and Rutherford County. No Proposal shall be deemed accepted by Rutherford County unless and until there is a formal written agreement between the parties.



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## **Overview.**

In anticipation of the expected closure of the Middle Point Landfill, Rutherford County is accepting sealed proposals from qualified companies for one, some, or all functions and services needed to develop a local integrated solid waste system. These functions include comprehensive public education, residential solid waste collection, transfer and transport of materials, processing facilities and technologies, landfill disposal, and landfill mining with reclamation of the existing County landfills.

The purpose of this Request for Proposals (RFP) is to solicit proposals, and gain adequate information from which the County may evaluate and compare options, support development of infrastructure, and provide long-term efficient, effective, economically feasible, environmentally responsible solutions for development of an integrated solid waste system in Rutherford County, Tennessee. The County intends to enter into long-term agreements, and possibly partnerships, to establish and maintain infrastructure and services to responsibly manage residential solid waste materials generated in Rutherford County.

The RFP should be read in its entirety before preparing a proposal.

## **Background.**

Rutherford County is located in Middle Tennessee. The City of Murfreesboro, located in the geographic center of Tennessee, is the county seat. The county covers 624 miles of which 619 square miles is land and 4.7 square miles is water. Rutherford County is adjacent to Bedford, Cannon, Coffee, Davidson, Marshall, Williamson, and Wilson counties. The legislative body consists of 21 County Commissioners, elected for four-year terms, with a County Mayor, elected from the county at-large, serving as Chief Executive. Currently, Rutherford County is the fifth-largest county, statewide, based on population.

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<b>Year</b>	<b>Population/ Projected Population</b>	<b>Annual Increase during Time Period</b>	<b>Annual % Growth during Time Period</b>
2010	262,604	n/a	n/a
2015	298,612	7,202	2.74%
2018	324,890	8,759	2.93%
2020*	321,842	-	-
2025*	371,902	6,716	2.07%
2030*	408,641	7,348	1.98%
2035*	455,888	9,449	2.31%
2040*	504,816	9,786	2.15%
2045*	555,516	10,140	2.01%

\* Projected Population based on Greater Nashville Regional Council (GNRC) projections

Rutherford County and the City of Murfreesboro are host communities for the Republic Services Middle Point Landfill, located at 750 East Jefferson Pike, Murfreesboro, Tennessee. As a result of a certain landfill host fee agreement, residential solid waste collected by Rutherford County is delivered to the Middle Point Landfill at no charge for disposal services. Middle Point Landfill is expected to reach capacity in the next 6 to 10 years.

### **Confidentiality of Proposal Contents.**

To the extent permitted by law, all documents pertaining to this RFP shall be kept confidential, to the extent necessary for review, until the proposed evaluation is complete. No information about any submission of proposals shall be released until the process is complete, except as required by local or state law. All materials associated with this RFP will become the property of Rutherford County. Proposers are advised that Rutherford County is a governmental entity subject to Open Records Laws.



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## **Proposal Requirements.**

Proposals should include comprehensive responses to the following and address items as specified in this RFP.

1. Cover Letter
2. Statement of Experience and Qualifications
3. Description of Proposed Function(s)
4. Cost Proposal
5. Supporting Material(s), if applicable
6. Completed Form 1: Participating Entities
7. Completed Form 2: Solid Waste Functions Proposed
8. Completed Form 3: Waste Streams
9. Completed Form 4: Iran Divestment Act
10. Completed Form 5: Non-Collusion

### **1. Cover Letter.**

Proposal shall contain a cover letter summarizing the Proposer's proposed commitment to Rutherford County. The cover letter shall include the agency's name, address, telephone number, web address, and email address of the individual who will serve as the primary contact for this RFP.

If a Proposer chooses to present one (1) solid waste function, the expectation is other organizations will be connected to create an integrated system, as needed.

### **2. Statement of Experience and Qualifications.**

In addition to completing Form 1, the Proposer shall provide sufficient information to demonstrate and prove experience, skill, management, and resources required to provide consistent, reliable, and legal materials management services and/or functions to Rutherford County. This statement should include resumes for key personnel, and a minimum of three (3) and no more than five (5) references for similar work performed in the last five (5) years.



A list of counties and/or municipalities currently contracting with the facility for disposal capacity, if applicable, shall be included. Experience in the successful operation of disposal facilities shall be documented.

Proposer must submit sufficient information to demonstrate financial capacity to handle a contract for the services included in the Proposal, as described in this RFP. Proof of financial resources must be provided upon request at the time the contractor is selected and also at the time a contract is executed. Examples of documentation that may fulfill this requirement include, but are not limited to, audited financial statements for the last three (3) years.

### **3. Description of Proposed Function(s).**

A Proposer can submit a response to provide one (1) or more of the following integrated waste management functions: (1) Public Education and Community Outreach; (2) Residential Collection Services; (3) Processing; (4) Transportation; (5) Disposal; and (6) Landfill Mining and Reclamation. Completed Form 2. Solid Waste Functions Proposed, and Form 3. Waste Streams should be used to identify the proposed function(s), and waste stream(s). For each function for which Proposer proposes to provide to Rutherford County, Proposer is required to provide sufficient information to demonstrate that Proposer can and will meet and comply with the requirements listed below for said function or functions. Performance measures including effectiveness of public education based on goals, efficient waste flow, successful distribution of end products, environmental impact to the community, increased waste reduction, the proposed timeline, and other measurements deemed necessary by the County are part of the evaluation criteria.



- **Public Education and Community Outreach**

Proposer acknowledges and agrees that education and public awareness are essential elements for successful efforts to achieve any goals related to solid waste management. Interactive community outreach and public education, including print materials, social media, participation in special events, presentations to local civic clubs and interest groups, classroom instruction, and other similar efforts shall support all functions of the Rutherford County integrated solid waste management system. Proposer will be required to coordinate and work directly with the Rutherford County Public Information Officer (PIO) on all solid waste related public education efforts.

Proposer agrees to expand community knowledge concerning needs and methods to reduce, reuse, and recycle solid waste materials, and cooperate fully with the County in this regard. Contractor shall maintain its own program for providing relevant information based on needs within the community.

In order to promote public education, in addition to other materials it develops, Contractor shall create the following materials, at their own expense, subject to County approval and input, which will be distributed as indicated below. In the event a public-private, and/or non-profit partnership develops, expenses associated with public education activities may be considered individually, based on grant funds and other available resources to meet the goal of the education effort. All materials and programs listed shall be produced and made available in English and Spanish languages, to include realistic pictures where applicable. All brochures, mailing, instructional "how-to" packets, and other educational materials shall be reviewed by the County PIO and approved prior to distribution. Within a maximum of ninety (90) days from the execution of the Agreement, a public education plan shall be submitted for review and approval by County representatives.

The minimal public education efforts included in the plan and executed by the Contractor are the following:

- *Initial Mailing* - At least forty-five (45) days before the start of the collection service under an, the Contractor will prepare and mail an initial educational piece to all customers explaining the transition from the existing operation to



- the new program(s) as defined in the Agreement. Programming changes, facility access, preparation of recyclables, and other pertinent information shall be included.
- *Instructional "how-to" Packets* - Updated information packets shall be provided at each convenience center at the start of this Agreement and throughout the Agreement term. This packet shall: describe available services, including recycling, special waste disposal options, and benefits associated with proper handling of waste materials; provide instructions for preparing recyclables to prevent contamination; provide holiday schedules; and provide customer service contact information for general inquiries and billing questions.
  - *Quarterly Publication "Talkin' Trash"* - Contractor shall fund one (1) quarterly publication, including development, printing, and distributing the publication to all residents four (4) times each year. The County has final approval of material to be included in each publication. This educational tool may be used to include program changes, holiday schedules, bulk item handling, proper HHW disposal options, benefits of recycling and waste minimization, etc...
  - *Public Information Assistance* - Contractor shall provide information and assist the County PIO in preparing articles and press releases related to solid waste services and environmental issues upon the County's request.
  - *Website* - Contractor shall help the County PIO maintain County solid waste webpage to include contact information for customer service requests, holiday schedules, sharps disposal information, HHW events, recyclable materials, and other useful information.
  - *Contractor Representative* - Contractor shall designate a contact person responsible for supporting the County PIO, to include routinely visiting civic groups, school programs, homeowner's associations, multi-family complexes, and local businesses to promote recycling and participate in demonstrations and civic events.

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- At the County's direction, Contractor shall participate in and promote recycling and other diversion tactics at community events including Earth Day, and other local activities. For instance, participation could include, without cost to the county, educational and publicity information promoting recycling and other goals of the County solid waste program.
  - Every opportunity to communicate the importance of proper disposal of sharps, household hazardous wastes (HHW), and unwanted medications should be included in the above communication tools.



- ***Residential Collection Services.***

Residential collection is mandated by the State of Tennessee as a county government responsibility. Currently, Rutherford County provides collection services for residential solid waste materials at 15 staffed convenience centers located throughout the county, including the cities of Eagleville, LaVergne, Murfreesboro, and the Town of Smyrna. Residential solid waste and residential recyclables are collected at each of the convenience centers. The residential recyclable commodities collected include cardboard, clear and colored glass, plastics #1-7, mixed paper, and metals, including aluminum. The City of Murfreesboro is the only municipality currently offering curbside collection of residential solid waste and brush; no curbside recycling services are provided. Several private waste hauling companies currently collect residential solid waste generated within the County, outside of the city limits of Murfreesboro. Additionally, Rutherford County provides collection service to county-owned facilities, which reflect the only non-residential waste represented in the totals generated.

**Class I Municipal Solid Waste (MSW) Landfilled (in tons)**

	2015	2016	2017	2018	2019
Rutherford County (includes schools)	42,070	41,031	43,836	44,618	45,631
City of Murfreesboro	35,273	35,562	38,790	39,136	39,987
<b>TOTAL</b>	<b>77,343</b>	<b>76,593</b>	<b>82,626</b>	<b>83,754</b>	<b>85,618</b>

In 2019, Rutherford County collected 45,631 tons of municipal solid waste through convenience centers, and the City of Murfreesboro collected 39,987 tons from curbside. Using the current structure as a guideline, these totals do not reflect all residential waste generated within the county. Other municipalities within the county are served by private collection service providers in an open market structure. Based



on the estimated total amount of municipal solid waste generated per person, per year, the total volume of residential waste generated within Rutherford County may exceed 325,000 tons each year. Based on expected growth and efficiencies, curbside collection service(s) may be considered part of the solution, and will be included in the evaluation, if proposed.

Using this current structure as a guideline, present a Proposal that contains the following components.

*Proposal for County Solid Waste Collection Services:*

1. Proposer shall provide a guaranteed 20-year full-service bid price for each Convenience Center (listed below). The expectation is that this price will include itemized labor, disposal, transportation, utilities, facility, and equipment maintenance and repair, and complete operating costs for 15 Convenience Centers owned and currently operated by Rutherford County.

The Convenience Centers listed below accept household waste and recyclables. The operation schedule for each Convenience Center shall be 7:00 a.m. to 6:00 p.m. Sunday through Saturday.

The Convenience Centers are as follows:

- 7693 Almadillo Road; Smyrna (Almadillo Center)
- 6615 Bradyville Pike; Murfreesboro (Bradyville Center)
- 10810 Manchester Pike; Christiana (Buchanan Center)
- 1567 Cranor Road; Murfreesboro (Cranor Road Center)
- 1011 Ballpark Avenue; Eagleville (Eagleville Center)
- 6883 Lascassas Pike; Lascassas (Lascassas Center)
- 4304 Sulphur Springs Road; Murfreesboro (Leanna Center)
- 8101 Shelbyville Pike; Christiana (Christiana/Fosterville Center)
- 4060 Rock Springs Road; Christiana (Rock Springs Center)
- 8923 Rockvale Road; Rockvale (Rockvale Center)
- 300 Sand Hill Road: LaVergne (Sand Hill Center)
- 870 East Jefferson Pike; Murfreesboro (Walter Hill Center)



- 3895 Shelbyville Hwy; Murfreesboro (Rock Crusher Center)
- 135 Weakley Lane; Smyrna (Weakley Lane Center)
- 1140 Haley Road; Murfreesboro (Haley Road Center)

The Haley Road Convenience Center listed above is for collecting recyclable materials only. The operating schedule for this facility shall also be 7:00 a.m. until 6:00 p.m., Sunday through Saturday.

2. All convenience centers shall be closed in observance of the following holidays: New Year's Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day.
3. At least one (1) trained attendant shall be present at each convenience center during normal hours of operation.
4. Directing customers to proper container(s), helping residents as needed, and communicating rules when necessary.
5. The successful Proposer shall maintain and repair all equipment, infrastructure, and buildings at the Convenience Centers. Further, the successful Proposer is responsible for adequate and proper control of fire, noise, dust, odor, insects, rodents, litter, air and water pollution and general appearance of the Convenience Centers.
6. Removal, servicing, and replacement of open top containers and compactors.
7. Provide day to day site maintenance to each facility, including mowing, painting, container repairs, maintenance and repairs to recycling and compactor equipment, portable toilet service, snow removal, salting icy surfaces as needed, coordination for removal of recyclables, white goods, tires, and other materials collected at convenience centers.
8. Accurate documentation of the volume of each material collected, where such material is disposed of and the disposal cost(s) associated with each material shall



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be maintained. At a minimum, the list of materials shall include: refuse, cardboard, clear glass, colored glass, plastics #1-7, mixed paper, white goods/metals, copper, and aluminum. These documents will be submitted to the Rutherford County Public Works Committee on a monthly basis.

9. Accurate documentation of maintenance and repairs performed, including the cost of repairs made at each convenience center facility shall be maintained. These documents will be submitted to the Rutherford County Public Works Committee, on a monthly basis.
10. The Contractor shall develop, implement, and maintain an OSHA compliant, written Injury and Illness Prevention Program (IIPP) plan for all of its operations. A written copy and an electronic copy of the IIPP plan shall be provided to the County. The Contractor shall comply with its IIPP plan at all times. Any changes to the IIPP plan must be provided to and approved by the County at its sole discretion.
11. Regular safety inspections of the workplace shall be conducted to ensure staff are well-trained, and safety programs and policies are enforced. These inspections must be documented with a copy submitted to the Rutherford County Public Works Committee monthly.
12. Any incident involving the Contractor that results in a fatality, major injury, collision involving a private citizen's vehicle, major property damage, or major spill must be immediately reported to the appropriate authorities and the County's designated representative.
13. Within 30 days of award of contract, the Contractor shall provide the County printed and electronic records of such health and safety programs with training records, including but not limited to: General Safety, Alcohol and Drug-Free Workplace, Confined Space Program, Contingency Plan, Controlled Substance Use, Emergency Action Plan, Fall Protection, Fire Safety and Prevention, Hazard Communication, Hazard Energy Control (Lock Out/Tag Out), Hazardous Material Handling, Heat Illness and Prevention, Illness and Injury Prevention Program



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(IIPP), Material Safety Data Sheets (MSDA)/Product Safety Data Sheets (PSDA), Protection from Blood-borne Pathogens, Eye and Face Protection, Footwear Protection, Head Protection, Hearing Conservation, Respiratory Protection, Accident Prevention, Post Collection and Facility Training, Reporting and Recordkeeping Policy, Unsafe Condition Reporting, Work Area and Traffic Control Safety, Workplace Sexual Harassment, and Workplace Violence.

14. No part of the work is to be sublet by the Contractor without prior written consent of the County, and such consent shall not relieve the Contractor from full responsibility and liability for the work and for the due performance of all terms and conditions of the contract.
15. The County reserves the right to inspect collection facilities at any time provided such inspections do not unreasonably interfere with the operations of the proposed facility.
16. Additionally, Rutherford County, in partnership with the City of Murfreesboro, hosts two (2) Household Hazardous Waste (HHW) events annually. Automotive fluids, household chemicals, unwanted medications, aerosols and fertilizers are accepted at these events. Proposer shall indicate whether providing this ongoing service is included, and if so, the price for providing these services.
17. In addition, curbside collection to county residents is expected as a critical component of the integrated solid waste management plan. Proposers should indicate if the intent would be to initiate curbside collection in the county or a combination of curbside and convenience center collection for residential solid waste.



**Processing.**

Regardless of whether a Proposer is proposing to collect, accept, and/or process residential solid waste materials, recyclables, and/or yard waste and organics, proposals must include a detailed approach for achieving this RFP's requirements for:

- Facility Capacity
- Material Acceptance
- Material Screening
- Transportation/Traffic Control
- Facility Conditions
- Disposal
- Environmental Permits
- County Inspections
- Health and Safety, Operations, and Contingency Plans
- Recordkeeping

**Rutherford County Recyclables (in tons)**

	2015	2016	2017	2018	2019
Mixed Metals	1,104	1,337	1,650	1,724	1,744
Aluminum Beverage Containers	39	45	51	53	52
Old Corrugated Cardboard (OCC)	1,610	1,514	1,604	1,776	2,317
Mixed Office Paper	615	628	537	447	176
Mixed Plastic	353	349	352	430	295
Clear Glass	199	224	231	244	-
Mixed Glass	256	263	280	266	492
Single Stream (schools)	797	935	1,026	949	238
Electronics	280	238	219	196	98



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### Facility Capacity

Proposers must demonstrate permitted, facility capacity for the first 25 years of the Agreement. The facilities identified in such Agreement shall be used for the life of the contract, unless otherwise approved, in writing, by the County in its sole discretion. Proposers demonstrating at least 25 years of constructed, final management capacity may be ranked higher in the evaluation process.

Proposers that do not own the identified facilities must provide a letter of intent from the owner to manage County waste for the duration of the Agreement. Proposers that own the proposed facilities may be ranked higher than those contracted for final management capacity. The County reserves the right to reject any information the County deems inadequate that does not confirm final management capacity is available.

Proposer must provide the name and specific location of each listed facility, including the anticipated final management facility life and annual capacity. Proposer must also identify the impact on projected life and capacity upon closure of Middle Point Landfill and acceptance of residential waste from Rutherford County.

### Material Acceptance

Proposers shall accept materials at proposed facilities between the hours of 7:00 a.m. and 6:00 p.m., Sunday through Saturday. Proposers shall not be required to accept materials on the following holidays: New Year's Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day.

The County shall not be responsible for delivery of any guaranteed minimum or maximum tonnage of any material to facilities of the successful Proposer.

Residents within Rutherford County must be allowed to directly deliver waste materials to the proposed facilities. To ensure the safety of residents, each facility shall provide a separate acceptance area for residential deliveries, as deemed necessary by the

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County. These services are limited to private citizens and does not include deliveries by or on behalf of businesses or any form of commercial or industrial wastes.

County employees shall be allowed to inspect loads to ensure only Rutherford County residents, who meet eligibility requirements, are making deliveries to these facilities. Both the County and the successful Proposer will have the right to reject deliveries if residents do not have the appropriate documentation of County residency or if deliveries contain materials not accepted at the facility.

#### *Material Screening*

The successful Proposer shall be responsible for monitoring all materials delivered to their proposed facilities to prevent hazardous wastes, special or toxic wastes, or other prohibited wastes being accepted. The successful Proposer will establish safe procedures for managing prohibited materials until proper disposal or transport can be arranged. If the successful Proposer has the resource to properly dispose of these materials, the Proposer agrees to propose a fair and equitable charge for such service and to provide such service at the County's request. This fee is on an as needed basis and is not expected to be included in this RFP response.

The successful Proposer shall screen all source-separated materials for contamination before transferring these materials to a composting operation, materials recovery facility (MRF), or other processing location. Financial responsibility for final management of residuals/contaminants must be included as part of the final contract.

#### *Transportation to Processing Facilities and Final Management Facilities*

The successful Proposer's system shall only use contained and/or enclosed transportation units when transferring any materials.

The successful Proposer shall take all reasonable precautions to avoid spills and blowing litter from transfer vehicles. Such vehicles shall conform to all applicable local, state, and federal laws, standards, rules, and regulations pertaining to the type and operation of vehicles transferring materials.



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While within the boundaries of Rutherford County, the successful Proposer will route transfer vehicles on major thoroughfares or highways. Travel through residential developments in the County will not be permitted unless absolutely necessary, for local service delivery, and approved by the County.

### Facility Conditions

The successful Proposer shall operate any processing facility in a manner that complies with all applicable local, state, and federal laws and regulations.

The successful Proposer is responsible for providing and maintaining signage that adequately identifies proposed facilities and establishes traffic patterns to promote ease and safety of operations. Entrances to any facility must be visually appealing and maintained in good condition. Roads to the tipping site must be kept clear of debris and maintained in good condition during all seasons. Regularly scheduled litter patrol is expected inside and outside of any facility.

The successful Proposer shall provide alternate location(s) for accepting materials in case the proposed facility is closed or inaccessible for any length of time. The successful Proposer shall be responsible for paying costs incurred for delivery of county materials to an alternate site. This includes disposal and other related expenses including transfer costs, or overtime expenses.

### Disposal

The Proposer submitting the response shall provide a short description of the disposal facilities it intends to use in response to this RFP.

### Environmental Permits

Prior to initiation of receiving materials, the successful Proposer must demonstrate to the County the required environmental permits are in place. The County reserves the right to verify compliance with permits. Such permits may include, but are not limited to solid waste, water, stormwater, and air permits.



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### County Inspections

The County reserves the right to inspect the proposed facilities upon reasonable notice provided such inspections do not unreasonably interfere with the operations of the proposed facility.

### Health and Safety, Operations, and Contingency Plans

Proposals must include plans for Health and Safety, Operations, and Contingency Plans for unexpected interruptions in day-to-day operations, and in the event of catastrophic events and/or periods of disaster declaration.

### Recordkeeping

The successful Proposer shall generate weight tickets, using a certified scale, for all materials delivered by County residents, and County vehicles. Scales will need to be calibrated in compliance with State of Tennessee regulations.

A three-part weight ticket shall be produced. One copy shall be given to the truck driver, one copy shall be mailed to the County at the end of each month, and the third copy shall be kept on file chronologically at the successful Proposer's office for a minimum of two (2) years. A paperless system is acceptable if these criteria can still be achieved.

Each weigh ticket shall include:

- Ticket Number
- Type of Material
- Origin of Material (County vehicle, County resident, other County department, private company)
- Truck Number (County vehicles)
- Date Material Received
- Time Material Received
- Gross Weight
- Vehicle Tare Weight (weigh each County vehicle after each delivery)
- Net Weight (Gross Weight minus Tare Weight)

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Summary reports including all information on the weight tickets shall be submitted electronically, each month, to the County by the tenth day of the following month. These reports shall include subtotals of tonnage received by classification based on each type of material.

Successful Proposer shall collect, maintain, and submit required state reports, with copies provided to the County at the time of submittal to the state. This data is to be maintained in digital format for the duration of the contract and access provided to the database system and reporting capabilities to the County, with the ability to export data for use by the County.

Each Proposer should demonstrate their experience with executing long-term off take agreements for end products, selling end products to individuals or businesses and improving local markets for end products.

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### **Transportation.**

Middle Tennessee's interstate network is the most common mode of transportation for transferring materials throughout the Southeast. Tractor trailer trucks are the most common type of vehicle used in transport. As Class I MSW landfill space reaches capacity, alternative transportation methods to efficiently haul materials further distances must be considered.

While within the boundaries of Rutherford County, the successful Proposer will route transfer vehicles on major thoroughfares or highways. Travel through residential developments in the County will not be permitted unless absolutely necessary and only if approved by the County in its sole discretion.

Rail opportunities exist throughout Middle Tennessee with numerous outlets for materials located east of the Mississippi River.

Efficient, economically feasible transportation will prove to be a top priority as the distance to travel for processing and/or disposal increases.



**Disposal.**

Class I MSW landfill capacity is needed for disposal of residential household waste, residuals from processing, and contaminated recyclables.

Proposers must demonstrate permitted landfill capacity for the first 25 years of the Agreement. The facilities identified in such Agreement shall be used for the life of the contract, unless otherwise approved, in writing, by the County in its sole discretion. Proposers demonstrating at least 25 years of permitted capacity may be ranked higher in the evaluation process.

Proposers that do not own the identified MSW landfill(s) must provide a letter of intent from the owner to manage County waste for the duration of the Agreement. Proposers that own the proposed MSW landfill(s) may be ranked higher than those contracted for final management capacity. The County reserves the right to reject any information the County deems inadequate that does not confirm final management capacity is available.

Proposer must provide the name and specific location of each listed facility, including the anticipated landfill life expectancy and permitted capacity. Proposer must also identify the impact on projected life and capacity upon closure of Middle Point Landfill and acceptance of residential waste from Rutherford County.

Proposers shall accept materials at proposed facilities between the hours of 7:00 a.m. and 6:00 p.m., Sunday through Saturday. Proposers shall not be required to accept materials on the following holidays: New Year's Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day. A Proposer for this function shall provide at least one (1) calibrated scale, at the landfill, for use in weighing County's solid waste pursuant to this procurement.

The County shall not be responsible for delivery of any guaranteed minimum or maximum tonnage of any material to facilities of the successful Proposer.

The successful Proposer shall operate any facility in a manner that complies with all applicable local, state, and federal laws and regulations.

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**Landfill Mining and Reclamation.**

In order to diminish the County's liability associated with both the closed Class I Landfill and the County's Class III/IV Landfill, which has reached capacity, landfill mining and reclamation are included in this request for an integrated solid waste management system.

The Proposer is required to mine/exhume the permitted footprint of the Rutherford County owned landfill(s) to include the area approved for an emergency expansion to accommodate disaster debris from the 2009 tornado event. All debris is to be removed to the limits of contamination, with appropriate materials recycled or reused. Proposer shall test soils and provide proper reuse or disposal based on those results. Every commodity exhumed is to be identified, weighed, and manifested to final destination. Rutherford County representative(s) will monitor materials leaving the landfill site, as needed.

The intent is to complete this process before the closure of the Republic Services Middle Point Landfill. Installation of an operational leachate collection system, including engineering and design, may be required for completion of this project, at the expense of the Proposer.

A final use for this property has not been decided, therefore, proposals including responsible, community focused, end-use are welcomed. Proposer shall provide a detailed description of their visions for the future of this property, post-reclamation.

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#### **4. Cost Proposal.**

Rutherford County expects to enter into long-term agreements, and possible partnerships, to establish and maintain an integrated solid waste management system for residential solid waste materials. Each Proposer must provide a detailed cost estimate, as appropriate, based on the functions and details presented in the proposal.

Proposed costs shall be provided in a sealed envelope, separate from other submittal requirements, labelled "Cost Proposal" with the Proposer's name and submittal date noted on the outside of the envelope.

#### **5. Supporting Materials.**

Proposer shall submit any necessary materials that support or help explain its Proposal.



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## **Evaluation Criteria.**

Rutherford County will evaluate, and rank proposals submitted in response to this RFP pursuant to the evaluation criteria listed below. Interviews may be conducted if the County decides it is necessary. Rutherford County may request proposal clarifications, explanations and answers, and other information from a Proposer at its sole discretion. There is no significance to the order in which these criteria are listed. Rutherford County will determine which, if any, proposal(s) are in Rutherford County's best interest to accept, and no Proposal shall be deemed accepted by Rutherford County unless and until there is a formal written agreement between the parties.

### *Qualifications and Experience*

*10 points*

Detailed description of team's capabilities, experience, and resources in performing and providing the proposed services. This should include resumes, and a minimum of three (3) and no more than five (5) references (projects similar in scope of this project), performed within the last five (5) years.

### *Comprehensive Project Plan (Proposed Work)*

*10 points*

Details on how each task and/or subtask will be implemented, including a timeline. Specific details provided in the proposal including thoroughness of the approach necessary to perform the proposed function(s), how well the approach will meet the objectives of the County, and the proposed schedule to complete the proposed work.

### *Clarity and Organization of Proposal*

*10 points*

Must be easy to understand, include visuals, and include a step-by-step narrative.

### *Proposed Facilities*

*10 points*

Based on type of facility, how much experience does the Proposer have with building/owning/operating the type of facility proposed. Identify the operating status for each type of facility in the proposed system at the time the proposal is submitted. Demonstrate access to final management capacity throughout the initial contract term and renewal options. List the location of each proposed facility and how that affects current collection operations.

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*Commitment to Community Relations and Public Education*

*10 points*

Include narrative identifying the commitment to community relations supporting an integrated solid waste management system, comprehensive public education and outreach efforts, and how they will be accomplished.

*Customer Service*

*10 points*

Identify who is responsible for customer service response and how that communication is established and maintained.

*Expectation of County Resources*

*10 points*

Define what the Proposer expects from the County, if anything, to make their operation(s) successful.

*Contingency Plans*

*10 points*

How realistic/reliable is the "back-up" plan for providing proposed services for an extended period of time.

*Cost Proposal*

*10 points*

Costs for the services to be provided.

*Performance Measures*

*10 points*

Performance measures including effectiveness of public education based on increased landfill diversion, successful distribution of end products, efficient waste flow, environmental impact to increase waste reduction, the proposed timeline, and other measurements deemed necessary by the County.

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## **Other General Terms and Conditions.**

The contractor will secure and pay for all necessary licenses, permits, taxes, fees, and any other costs that are required by any city, County, state, and federal government or agencies for the performance of solid waste functions for Rutherford County.

Penalties and/or liquidated damages will be included in final contract negotiations.

Submitted Proposals and Rutherford County's evaluation of same does not constitute a binding contract between the Proposer and Rutherford County. No Proposal shall be deemed accepted by Rutherford County unless and until there is a formal written agreement between the parties.



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**SUBMITTAL FORM 1.**  
**Participating Entities**

Please identify all entities that will be significant participants in providing the contract services (the "Participating Entities") below. Such entities should be included, as applicable:

(1) The Company (which may be a new company formed for the sole purpose of executing and performing the services outlined in the proposal)

The Company: \_\_\_\_\_

(2) Entity that will lead the design and manufacturing of the technology proposed to be used in providing the services presented in the response

Technology Provider: \_\_\_\_\_

(3) Entity that will design the facility to be used in providing the services outlined in the proposal

Design Entity: \_\_\_\_\_

(4) Entity that will construct the facility to be used in providing the services outlined in the proposal

Construction Entity: \_\_\_\_\_

(5) Entity that will operate and maintain the facility to be used in providing the services outlined in the response

Operation/Maintenance Entity: \_\_\_\_\_

(6) Guarantor: \_\_\_\_\_

(7) Entity that will assume lead responsibility for the management and coordination of all corporate guarantees and arrangement of construction financing

Project Financier: \_\_\_\_\_

(8) Any other expected participant or sub-contractor

Other: \_\_\_\_\_

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**SUBMITTAL FORM 2.**

**Solid Waste Functions Proposed**

Responses to this RFP should indicate which of the following functions integrate with the Proposer's solid waste management solution(s) for Rutherford County.

- (1) Public Education
  - Comprehensive Public Education and Community Outreach
- (2) Collection
  - Convenience Centers
  - Curbside
  - Combination Convenience Centers and Curbside
- (3) Processing
  - Materials Recovery Facility (MRF)
  - Composting
  - Waste to Resource
  - Transfer Station
- (4) Transportation
  - Truck
  - Train
  - Combination Truck and Train
  - Other
- (5) Disposal
  - Landfill
- (6) Landfill Mining and Reclamation Rutherford County owned sites\*
  - Class III Landfill (at capacity)
  - Class I Landfill (closed)
  - Class III and Class I Landfills

\* Both county owned landfills are located at 6000 Landfill Road, Murfreesboro, TN 37130. To visit the site, contact Mac Nolen, Rutherford County Solid Waste Director, at 615.898.773



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**SUBMITTAL FORM 3.**

**Waste Streams**

For each submission, include which of the following waste streams below are addressed with the RFP.

1. Municipal Solid Waste (MSW)

\_\_\_\_\_ Residential/Household Garbage

2. Organics

\_\_\_\_\_ Wood Waste (brush)

\_\_\_\_\_ Yard Waste (hedge trimmings, grass clippings)

\_\_\_\_\_ Food Waste

▪ Food Rescue

▪ Food Recovery

\_\_\_\_\_ Treated Wastewater Sludge

3. Recyclables

\_\_\_\_\_ Plastics #1 & #2

\_\_\_\_\_ Plastics #3-7

\_\_\_\_\_ Glass

\_\_\_\_\_ Mixed Paper

\_\_\_\_\_ Cardboard

4. Metals

\_\_\_\_\_ Steel

\_\_\_\_\_ Tin

\_\_\_\_\_ Aluminum

\_\_\_\_\_ Mixed Metals

5. BOPAE

\_\_\_\_\_ Batteries

\_\_\_\_\_ Oil

\_\_\_\_\_ Paint

\_\_\_\_\_ Anti-freeze

\_\_\_\_\_ Electronics

6. \_\_\_\_\_ Household Hazardous Waste (HHW)

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7. \_\_\_\_\_ Problem Waste - non-hazardous materials that require special handling such as bulky items (furniture, mattresses), unwanted medications, textiles, tires, white goods (appliances), sharps

8. \_\_\_\_\_ Construction & Demolition (C&D)

C&D materials are not normally considered residential waste, the waste stream is included in this list because we currently lack Class III (construction) and Class IV (demolition) landfill space. These materials are currently filling Class I (MSW) landfill space that has been permitted and constructed to serve as disposal for residential, municipal solid waste.

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**SUBMITTAL FORM 4.**

**Iran Divestment Act Certification**

**(T.C.A. § 12-12-111)**

*"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106."*

Print Name \_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed \_\_\_\_\_ Print Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.

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**SUBMITTAL FORM 5.**

Non-Collusion

The undersigned affirms that they are duly authorized to execute this Proposal, that this Proposal is genuine and is not a collusive or sham Proposal, and that neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the subject matter of this RFP or to refrain from submitting in connection with the same, or has in any manner, directly or indirectly, sought by agreement or collusion or communication of conference with any other Proposer, firm or person to fix the price or prices in the Proposal or of any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rutherford County.

By signing below, Proposer understands that proposals will be rejected if there is any reason to believe that collusion exists between respondents.

Print Name \_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed \_\_\_\_\_ Print Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires: \_\_\_\_\_, 20\_\_\_\_\_.