

# **Onondaga County Resource Recovery Agency**

## ***REQUEST FOR BIDS FOR THE PURCHASE OF A SLOW SPEED SHREDDER***

**Issued December 22nd, 2011**

**Bids Due: Friday February, 3rd, 2012**

**by**

**4:00 pm**

### **Section I. INTRODUCTION & DESCRIPTION**

OCRRA is a state created public benefit corporation which is empowered to "receive, transport, process, dispose of, sell, store, convey, recycle and deal with in any lawful manner and way solid waste and any products or by-products thereof." OCRRA's main office is located at 100 Elwood Davis Road, North Syracuse New York 13212-4312.

OCRRA, directed by a 15 member volunteer Board of Directors, operates a comprehensive municipal solid waste management program for 33 of the 35 municipalities within the County of Onondaga (excluding the Town and Village of Skaneateles). Population in the OCRRA service area is about 450,000.

OCRRA has an award-winning Composting and Organics Program that involves the participation of the service area's 450,000 residents, business and institutions. The Agency operates two compost facilities where residential and commercial haulers drop off mixed yard waste, brush, wood waste, animal bedding and manures, and food wastes. More than 25,000 customer visits occur at these two facilities each year.

## Section II. GENERAL SPECIFICATIONS

OCRRA is seeking bids for the purchase of a Low Speed, High Torque “Shredder” capable of processing over 100,000 cubic yards of yard waste, brush, and other organics per year at OCRRA’s two compost facilities. The proposed equipment will be trailer mounted with either fifth wheel or pintle tow. This equipment will support the Agency’s growing Organics Diversions and Composting Programs and will have primary processing duties at the Amboy Compost Site with transport mobility without special permitting or licensing for weight or dimensions to also support the Jamesville Compost Facility on demand. The “Shredder” will have a minimum processing throughput of approximately 60 tons per hour.

The “Shredder” will be mounted on a trailer chassis and meet all Federal and State regulations for transportation and safety. Complete specifications are attached. The listed “Shredder” specifications are similar to a Komptech Crambo 5000 or equivalent. The bid price must include training of OCRRA’s operators on the equipment, including all safety issues, machine operation, and maintenance and equipment manuals.

**Bid Option:** OCRRA is soliciting **Extended Warranty Options** on the “Shredder”. Bidders should be clear and explicit with regard to both coverage and price for any options being offered.

The prices of these options will not be a factor in the determination of the award. However, OCRRA may take advantage of an extended warranty option offered by the successful bidder. Should OCRRA choose to exercise this option, the additional cost of the extended warranty option would be made a part of the final contract price to the Agency for the “Shredder”.

## Section III. BID REQUIREMENTS

**General Specifications:** The purpose of these specifications is to describe the, low speed, high torque shredder capable of processing organic materials and producing a consistent determined particle size. It is recommended that the “Shredder” be a dual shaft design similar to a Komptech, Crambo 5000, Diesel or equivalent.

### **Weights and Dimensions:**

Approximate weight – 50,000 lbs.

Dimensions- **Trailer Model**

Approximate Working Position:  
40’ x 10’ x 14’(L x W x H)

Approximate Transport Positions:  
30’ x 8’ x 10’(L x W x H)

- Shredder should be able to go from working to transport position hydraulically in 10 minutes or less and meet above transport dimensions.

**Engine:**

- The engine is to be located in an enclosed compartment with insulation for sound dampening.
- The engine is to be a CAT C13 ACERT or equivalent, minimum 446HP @ 2100 RPM, Tier 3 compliant.
- The engine should meet all current State and Federal regulations.
- The engine shall include all of the following:
  - Turbocharger and intercooler
  - Automatic shut down for low oil pressure
  - Low coolant level shut down
  - High coolant temperature shut down
  - Pressurized cooling system
  - Heavy-duty two stage air filter with restriction indicator

**Service:**

- The shredder should also incorporate a self-diagnostic package which is capable of displaying, on the main display panel in simple English terms (not code numbers) any faults or maintenance required with the machine during operation. At a minimum this should include low engine oil pressure, low hydraulic oil level, high oil temperatures, loose electrical connection (or wire break and identify by number), low diesel level, primary and/or secondary air filter condition, diesel filter condition, etc.
- The control panel display should also indicate in advance when the 250, 500, 750, 1000 etc hour service is due so OCRRA can plan to do services in a timely manner.
- There should also be a GSM system that allows a connection between the machine and the Factory and aid in any diagnosis of machine or engine maintenance or repair. This connection and monthly service should be included in the bid pricing.
- Discharge conveyors shall be sectional with one belly conveyor and one foldable output conveyor. Each conveyor shall contain its own belt and own framework allowing for easy service and maintenance.

**Auto Reversing Fan:**

- The machine shall be equipped with an engine fan that can reverse automatically as per programmed cycle in order to blow foreign material off the radiator screen/self cleaning.

### **Hydraulic System:**

- Hydraulic cooling system shall be equipped with a programmable reversing fan for self cleaning.
- It should be separate from the engine cooling system in a separate compartment.
- 50 gallon minimum hydraulic tank capacity.

### **Lubrication:**

- Automatic central lubrication system for grease distribution to key lubrication points using pressurized system.

### **Fuel Tank:**

- 150 gallon minimum, with vandal-proof/locking cap.

### **Eco Mode:**

- Shredder will be standard equipped with Eco mode for fuel preservation.
- When computer senses the hopper is empty, the engine automatically idles down to minimize fuel consumption

### **Over Band Magnet:**

- Machine will be equipped with a high strength magnet for removing metal.
- Magnet shall have the ability to swing out of the way when not in use.
- Magnet shall be hydraulically adjustable to determine correct height above discharge conveyor and discharge conveyor should be able to raise/lower using the remote control to maximize metal/ferrous separation and recovery.
- Left or right discharge of metal/ferrous material possible by simple hose change.

### **Shafts:**

- Minimum shaft length 9'
- Shafts are variable speed, variable torque to allow for the shredding of the most difficult materials.
- Shafts will turn at a maximum of 40 RPM.
- Shafts will automatically reverse when a contaminant needs to be clear.
- Teeth shall be easily exchanged and mounted on the shaft with one bolt per tooth.

### **Screen System:**

- To obtain a determined particle size, the shredder will be equipped with a material screening system that can be easily exchanged hydraulically.
- The screening system can be changed from anything between a 2” and 12” hole size to change output product size.
- 5” (125mm) and 7” (180mm) product screening dimensions are required.
- The screening system shall be easily changeable with simple access from one working side of the machine and accomplished within approx. 15 – 20 minutes.

### **Hopper:**

- The hopper walls shall be fully hydraulic and fully adjustable.
- Minimum feed hopper dimension of 9’ L x 6’ W.
- Operator shall be able to adjust hopper sidewall positions from the remote to assist with difficult materials.
- Hopper in combination with machine design build concept shall help to minimize dust and debris.

### **Remote:**

- Operator shall be able to start/stop the machine during working mode from the remote.
- Operator shall be able to move the machine using the remote during the working day.
- Operator shall be able to adjust conveyor discharge height using the remote control during operations to minimize jams and maximize production especially when using the magnet.

### **Programs:**

- Machine shall have multiple program settings that can be freely selected based on type of material with additional program setting that can be customized.

### **Feedstocks:**

- Machine should be easily capable of processing multiple types of input material with no modification to machine other than screen basket size determined by required output size.
  - Brush
  - Yard Waste
  - Logs and Wood Waste
  - Stumps
  - Pallets
  - Food Waste and Source Separated Organics

**Safety Features:**

- Minimum four (4) emergency stop buttons (incl. remote).
- Fire extinguisher.

**Model Year:**

- Shredder shall be a 2011 model year or newer with less than 50 hours on tachometer.

**Specialty Tools:**

- Shredder shall include any and all specialty tools needed for preventative and routine maintenance and services.

**Training:**

- A comprehensive operations and mechanical training course conducted by a factory representative shall be provided at the time of delivery of the complete unit, for a reasonable number of participants with 8 hours on Mechanical Training and 8 hours on Operations. Also there should be 8 hours follow up training approx. 3 weeks after initial training for both Operators and Mechanics. Further, operational training after delivery shall be available on an as-needed basis, by a factory representative or suitable designee.
- Two (2) copies of all maintenance and operations manuals will be provided to OCRRA personnel.

**Delivery:**

- Equipment will be delivered within 120 days of contract execution F.O.B. to the OCRRA, Amboy Compost Facility, 6296 Airport Rd, Camillus, New York, assembled, complete, and ready for use. The obligation of the successful Bidder to meet the delivery date is of the essence for this Contract, unless waived therein. Delivery of the Goods or Equipment is not complete until the Goods or Equipment have been received by OCRRA, inspected, and accepted in writing.

**Taxes:**

- OCRRA is exempt from the payment of county, state and local sales and compensating use taxes on all materials, equipment and supplies sold to OCRRA.

**Required Bid Documents:**

**A. Bid Pricing Sheet for specified “Shredder”.** All bidders must complete and sign the enclosed pricing sheet for the “Shredder” purchase. Please note that details are required to be set forth on the pricing sheet including **any and all delivery, set up, installation, and training fees.**

**Optional.** OCRRA is soliciting **Extended Warranty Options** on the “Shredder”. Bidders should be clear and explicit with regard to both coverage and price for any options being offered.

**B. References.** All bids must include three (3) references of clients for whom similar equipment has been rented or sold. The reference list must include contact information for the references and description of services provided.

**C. Certificate of non-collusion, conflict of interest, state finance law documents.** All bids must include both a completed conflict of interest, certificate of non-collusion, and all state finance law documents. ( documents enclosed/attached)

**D. . Greenhouse Gas Reduction**

All responses to this bid request must include non-proprietary information about the proposed equipment’s known emissions and fuel consumption, as well as any information that highlights energy efficient features that aim to reduce Greenhouse Gas impacts.

All bids must be in writing and shall be delivered in a sealed envelope, clearly marked “Bid for the Slow Speed Shredder”. Fax and email bids will not be accepted. **All bids are due no later than 4:00 pm on Friday February 3rd, 2012.** Late bids will not be accepted and will be returned.

**Bids must be delivered / mailed to:**

Greg Gelewski

OCRRA

100 Elwood Davis Rd.

North Syracuse, NY 13212

Bids will be publically opened at 4:00 pm, February 3rd, 2012 at the OCRRA offices.

Any questions or comments concerning the bid request shall be directed, in writing via email or fax, to Ms. Cheri Zajac. Comments and questions will be considered until 4:00 pm, January 11th, 2012. Ms. Zajac may be contacted via email at czajac@ocrra.org or by fax at 315-453-2870. No verbal inquiries for information or clarification are accepted.

## **Target Dates**

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

<b><u>EVENT</u></b>	<b><u>DATE</u></b>
Bid Issued	December 22, 2011
Deadline for any vendor inquires or questions	January 11, 2012
Response to questions	January 13, 2012
Bids Due	February 3, 2012
Expected Contract Award	March 15, 2012
Expected Date of Delivery	July 16, 2012

**Bid Pricing Sheet for:**  
**Slow Speed Shredder**

**Purchase is expected to occur within 90 days of bid due date.**

Total Bid price for "Shredder": \$ \_\_\_\_\_

In Words: \$ \_\_\_\_\_

Standard Warranty: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Exceptions/additions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Name (print) of Vendor**

\_\_\_\_\_  
**Authorized (signature)**

\_\_\_\_\_  
**Date**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Optional:**

**Bid Pricing Sheet for the “Extended Warranty”**

**Purchase / Sale is expected occur within 90 days of Bid due date.**

Total bid price for additional warranty coverage:

\$ \_\_\_\_\_

In Words: \$ \_\_\_\_\_

Warranty terms and options:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Name (print) of Vendor

\_\_\_\_\_  
Authorized (signature)

\_\_\_\_\_  
Date

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

**CERTIFICATE OF NON-COLLUSION**

Non-collusive Certifications required of all bidders 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, the bidder and each person signing on behalf of the 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 knowledge and belief:

(1) The prices in this bid 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 or with any competitor.

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

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

\_\_\_\_\_  
Legal Name of Bidder (Typed)

\_\_\_\_\_  
Address (Typed)

\_\_\_\_\_  
City, State Zip

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Typed)

\_\_\_\_\_  
Title (Typed)

Dated: \_\_\_\_\_, 20\_\_\_\_\_

**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\_\_\_\_\_

## **Important State Finance Law Procurement Compliance Provisions**

OCRRA Procurement regarding: Slow Speed Shredder Purchase

OCRRA Designated Procurement Contact Person(s): Cheri Zajac

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

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

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

OCRRA Procurement regarding: Slow Speed Shredder Purchase

OCRRA Designated Procurement Contact Person: Cheri Zajac

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

No / Yes

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

New York Governmental Entity: \_\_\_\_\_

\_\_\_\_\_

Date of Finding of Non-Responsibility: \_\_\_\_\_

\_\_\_\_\_

Basis of Finding of Non-Responsibility: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

No / Yes

If yes, please provide details below.

New York Governmental Entity: \_\_\_\_\_  
\_\_\_\_\_

Date of Termination or Withholding of Contract: \_\_\_\_\_

Basis of Termination or Withholding: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

By: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_  
\_\_\_\_\_

PERMISSIBLE CONTACTS AFFIRMATION

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

OCRRA Designated Procurement Contact Person: Cheri Zajac

Vendor Signature \_\_\_\_\_

Print Signer's Name \_\_\_\_\_

Vendor Title: \_\_\_\_\_

Date: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_