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|---|---|-----------------------|----------------------------------|------------------------------|
| Response Due Date 9/28/2016 | | Time 1:00 PM | Location Purchasing, Ames, IA | |
| Proposal Number 17454 | Description Used Oil, Antifreeze, Oil Filters & Oil Absorbents Recovery Services | | | |
| Contract Begin Date 10/1/2016 | Contract Completion Date 9/30/2017 | Bid Bond NA | Performance Bond (Y/N) N | Liquidated Damages \$0.00 |
| Purchasing Agent Assigned Laura Linduski | E-Mail Address laura.linduski@dot.iowa.gov | Phone 515-239-1429 | Fax 515-239-1538 | |

| RESPONDER INFORMATION | | | | |
|---|----------------|------|---|----------|
| Company Name | | | Federal Tax ID | |
| Street Address | | City | State | Zip Code |
| Contact Name | E-Mail Address | | Phone | Fax |
| Responder agrees to sell goods/services or both at the same prices, terms and condition to any other Iowa state agency, Regent or Political Subdivision upon request. Please check Yes or No. <input type="checkbox"/> YES <input type="checkbox"/> NO | | | Responder is an Iowa Targeted Small Business? <input type="checkbox"/> YES <input type="checkbox"/> NO | |

GENERAL INFORMATION

The entire contents of this solicitation; Addendums, Schedule of Prices, Specifications, Plans and Drawings, Supplemental Terms and Conditions, Standard Terms and Conditions shall become part of the contract or purchase order. **Faxed or email responses will be accepted.**

Acceptance/Rejection: The Iowa DOT reserves the right to accept or reject any or all responses and to waive irregularities or technicalities, provided such waiver does not substantially change the offer or provide a competitive advantage to a supplier or service provider. The Iowa DOT reserves the right to accept the response which is deemed to be in the best interest of the state. Any unauthorized changes, additions, or conditional responses including any ties to other solicitations or any reservations about accepting an award or entering into a contract, may result in rejection of the response. Responses must remain available for award for (30) days from the due date indicated above.

Method of Award: Award shall be made to the lowest responsible, responsive responder whose response meets the requirements of the solicitation unless otherwise specified. An Iowa responder will be given preference over an out-of-state responder when responses are equal in all aspects and are tied in price. By virtue of statutory authority preference will be given to products and provisions grown and coal produced within the State of Iowa.

Contracts: Successful contractor(s) may be sent either a formal contract or a purchase order. The contractor may not assign the contract to another party without written authorization from the Iowa DOT Purchasing Section.

Pricing and Discount: Unit prices shown in the response shall be quoted as the price per unit (e.g., gal., case, each, etc.) as stated in the solicitation. If there is a discrepancy between the unit prices, extended price, or total amount of response, the unit price shall prevail. Unless otherwise indicated, prices shall be firm for the duration of the contract or purchase order. Discounts for early payment are allowed, but not considered in award of the contract.

We certify that all materials, equipment, goods and/or services offered meet or exceed the specifications and requirements and will be supplied in accordance with the entire contents of this solicitation including delivery schedules.

Signed: _____

Date: _____



Schedule Of Prices

| | |
|---------------|--------------------|
| Number | 17454 |
| Date Required | 09/28/2016 1:00 PM |

Title Used Oil, Antifreeze, Oil Filters & Oil Absorbents Recovery Services

Vendor

Delivery Location

PA Name Laura J Linduski

Shipping Terms FOB Destination/Freight Prepaid

Phone 515-239-1429

E-Mail laura.linduski@dot.iowa.gov

Description

Product Availability Days: _____

Price Good Until: _____

| Item | Qty | Unit | Description | Part # | Unit Price | Total Price |
|-----------|--|------|--|--------|------------|-------------|
| 1 | District 1 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. IOWA DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |
| 1.1 | 5,000 | GAL | District 1 Waste Oil Pickup <u>LOCATIONS INCLUDE:</u> AMES, MARSHALLTOWN, TAMA GRUNDY CENTER, IOWA FALLS, WILLIAMS, FORT DODGE, GOWRIE, JEFFERSON, BOONE, MALCOLM, GRINNELL, NEWTON, ALTOONA, DES MOINES, GRIMES, CARLISLE, REPAIR SHOP & SOUTH SHOP. MOST LOCATIONS HAVE A 150 GALLON TANK, DES MOINES & GRIMES HAVE A 300 GALLON TANK, REPAIR SHOP HAS A 1,500 GALLON TANK. | | | |
| Comments: | | | | | | |
| 1.2 | 1,000 | GAL | District 1 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 2 | District 2 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |
| 2.1 | 3,000 | GAL | District 2 Waste Oil Pickup <u>LOCATIONS INCLUDE:</u> MASON CITY, CHARLES CITY, LATIMER, GARNER, ALGONA, SWEA CITY, OSAGE, HANLONTOWN, CLARION, WAUKON, WATERLOO, WAVERLY, ALLISON, NEW HAMPTON, ELKADER, WEST UNION & DECORAH. ALL LOCATIONS HAVE A 150 GALLON TANK EXCEPT CHARLES CITY HAS A 450 GALLON TANK. | | | |
| Comments: | | | | | | |

| Item | Qty | Unit | Description | Part # | Unit Price | Total Price |
|-----------|--|------|--|--------|------------|-------------|
| 2.2 | 1,000 | GAL | District 2 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 3 | District 3 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |
| 3.1 | 3,000 | GAL | District 3 Waste Oil Pickup <u>LOCATIONS INCLUDE:</u> SIOUX CITY HAMILTON, SIOUX CITY LEEDS, CORRECTIONVILLE, SAC CITY, ROCKWELL CITY, SLOAN, IDA GROVE, ONAWA, SOLDIER. DENSION, CARROLL, AKRON, LEMARS, CHEROKEE, STORM LAKE, ROCK VALLEY, ROCK RAPIDS, ALTON, ASHTON, SPENCER, POCAHONTAS, EMMETSBURG & SPIRIT LAKE. ALL LOCATIONS HAVE A 150 GALLON TANK. | | | |
| Comments: | | | | | | |
| 3.2 | 1,000 | GAL | District 3 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 4 | District 4 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |
| 4.1 | 3,000 | GAL | District 4 Waste Oil Pickup <u>LOCATIONS INCLUDE:</u> ADAIR, ATLANTIC, CLARINDA, CORNING, CRESTON, DESOTO, GREENFIELD, MOUNT AYR, PERRY, RED OAK, AVOCA, COUNCIL BLUFFS NORTH, COUNCIL BLUFFS SOUTH, NEOLA, OAKLAND, PACIFIC JUNCTION, SIDNEY & MISSOURI VALLEY. ALL LOCATIONS HAVE A 150 GALLON TANK EXCEPT RED OAK IS A 300 GALLON TANK. | | | |
| Comments: | | | | | | |
| 4.2 | 1,000 | GAL | District 4 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 5 | District 5 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |

| Item | Qty | Unit | Description | Part # | Unit Price | Total Price |
|-----------|---|------|--|--------|------------|-------------|
| 5.1 | 3,000 | GAL | District 5 Waste Oil Pickup LOCATIONS INCLUDE: CENTERVILLE, OSCEOLA, LEON, CHARITON, OSKALOOSA, KNOXVILLE, ALBIA, OTTUMWA, MARTENSDALE, BLOOMFIELD, BURLINGTON, WAPELLO, MOUNT PLEASANT, FAIRFIELD, SIGOURNEY, DONNELSON, MUSCATINE & WASHINGTON. MOST LOCATIONS HAVE A 150 GALLON TANK. | | | |
| Comments: | | | | | | |
| 5.2 | 1,000 | GAL | District 5 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 6 | District 6 AWARD WILL BE MADE BY GROUP. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. PRICING NEEDS TO INCLUDE WASTE OIL STOP FEES. | | | | | |
| 6.1 | 3,000 | GAL | District 6 Waste Oil Pickup LOCATIONS INCLUDE: URBANA, NEWHALL, INDEPENDENCE, MANCHESTER, WILLIAMSBURG, OAKDALE, CEDAR RAPIDS, MARION, TIPTON, DEWITT, DUBUQUE, DYERSVILLE, MAQUOKETA, SABULA, ANAMOSA & DAVENPORT. MOST LOCATIONS HAVE A 150 GALLON TANK EXCEPT DAVENPORT HAS A 1,000 GALLON TANK. | | | |
| Comments: | | | | | | |
| 6.2 | 1,000 | GAL | District 6 Antifreeze Pickup If N/C for antifreeze pickup you will need to enter a price of \$.0001 and in comments say N/C. | | | |
| Comments: | | | | | | |
| 7 | Filter Pickup at Warehouse located at 800 Lincoln Way, Ames, IA AWARD WILL BE MADE BY GROUP. ALL LINES IN GROUP MUST BE BID TO BE ELIGIBLE FOR GROUP AWARD. AWARD WILL BE MADE FOR ANY GROUP OR COMBINATION OF GROUPS. DOT RESERVES THE RIGHT TO REDIRECT AWARD AND COMBINE GROUPS IF ADMINISTRATIVELY MORE ECONOMICAL AND IN THE BEST INTEREST OF THE IOWA DOT. | | | | | |
| 7.1 | 200 | DRUM | Filter Pickup at Warehouse located at 800 Lincoln Way, Ames, IA 55 gallon drum | | | |
| Comments: | | | | | | |
| 7.2 | 1 | DRUM | Filter Pickup at Warehouse located at 800 Lincoln Way, Ames, IA 85 gallon drum | | | |
| Comments: | | | | | | |

I HEREBY CERTIFY THAT THIS PROPOSAL MEETS OR EXCEEDS THE MINIMUM REQUIREMENT
INCLUDING SPECIFICATIONS AND ADDENDUMS.

Signature: _____ Date: _____

Iowa Department of Transportation
SUPPLEMENTAL TERMS & CONDITIONS
For
Used Oil, Antifreeze and Oil Absorbents Recovery Services
Proposal No.: 17454
Letting Date: September 28, 2016

Site Visit

Prior to award the Iowa Department of Transportation (DOT) may require a site visit at your facility.

Contract Award

Groups 1 & 2 award will be by group, based on highest offer payable to Iowa DOT. Group 3 will be awarded by group, based on lowest cost to the Iowa DOT. All lines in all groups must be bid to be eligible for a group award. Award will be made for any one group or combination of Groups. Iowa DOT reserves the right to redirect award and combine groups if administratively more economical and in the best interest of the Iowa DOT.

Contract Period

Contract period is from October 1, 2015 through September 30, 2016.

Contract Quantities

Yearly disposal quantity is estimated at 6,000 gallons of used oil and 2,000 gallons of antifreeze statewide due to some locations needing more than one pick-up per year. Estimated quantity is based on previous purchases. It is understood that the Iowa DOT considers this only a best estimate of requirements and makes no firm quantity commitment.

Contract Extension

The successful bidder will be awarded a one (1) year contract with an option to renew for three (3) additional years in twelve (12) month increments. A price adjustment may be allowed on each renewal but must not exceed the CPI. (PPI or appropriate index for adjustment may be used) Any adjustment must be mutually agreed upon and be pre-approved by the Iowa Department of Transportation, Purchasing Section.

Purchase Orders

No Purchase Orders will be issued for this commodity.

Pick up of used oil

Iowa DOT Maintenance garage hours & contact information will be provided to the vendor upon award. Each Iowa DOT location will contact the vendor when services are required. All pick up notification will be on an "on call basis" (OCB) to the vendor. Used oil shall be picked up no later than one week after notification from Iowa DOT.

Invoices and Payment

All invoices and payments issued to the Iowa DOT shall include a log of locations where used oil was recovered, date and the number of gallons picked up.

All recovered used oil invoices and payments shall be made to:
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010
Attn: Office of Location and Environment
Marykay Solberg

DOT payments for oil absorbents pickups will be kept separate from vendor's used oil payments to Iowa DOT.

Political Subdivisions

The successful bidder for this proposal may provide units ordered by other political subdivisions of the State of Iowa with delivery times and additional transportation costs as applicable. Each political subdivision ordering units on this proposal will issue their respective purchase orders. Invoicing will be as requested by ordering subdivision.

Insurance Requirements

Contractor's Insurance

- It shall be the Contractor's responsibility to have liability insurance covering all of the project operations incident to contract completion and the Contractor(s) must have on file with the Contracting Authority a current "Certificate of Insurance" prior to award of contract. The certificate shall identify the insurance company firm name and address, contractor firm name, policy period, type of policy, limits of coverage, and scope of work covered (single contract or statewide). This requirement shall apply with equal force, whether the work is performed by persons employed directly by the Contractor(s) including a subcontractor, persons employed by a subcontractor(s), or by an independent contractor(s).
- In addition to the above, the Contracting Authority shall be included as an insured party, or a separate owner's protective policy shall be filed showing the Contracting Authority as an insured party.
- The liability insurance shall be written by an insurance company (or companies) qualified to do business in Iowa. For independent contractors engaged solely in the transportation of materials, the minimum coverage provided by such insurance shall be not less than that required by Chapter 325A, Code of Iowa, for such truck operators or contract carriers as defined therein. For all other contractors, subcontractors, independent contractors, and the Contracting Authority, the minimum coverage by such insurance shall be as follows:
 - Comprehensive General Liability including Contractual Liability;
 - Contingent Liability; Explosion, Collapse and Underground Drainage
 - Damage; Occurrence Basis Bodily Injury; Broad Form Personal Injury; Broad Form Property Damage.

Bodily Injury

The contractor will purchase and maintain throughout the term of this contract the following minimum limits and coverage:

- | | |
|----------------------------|-----------|
| • Each person | \$750,000 |
| • Each accident/occurrence | \$750,000 |
| • Workers Compensation | \$750,000 |
| • Statutory Limits | \$750,000 |
| • Employer's liability | \$750,000 |
| • Pollution Liability | \$750,000 |
| • Occupation Disease | \$750,000 |

Operations

- | | |
|-------------------|---------------------------|
| • Property Damage | \$250,000 each occurrence |
|-------------------|---------------------------|