



## **REQUEST FOR BID**

**FOR**

**SCRAP METAL REMOVAL/RECYCLING**

**CITY OF SIDNEY  
ELECTRIC DISTRIBUTION DEPARTMENT**

**ISSUE DATE: March 8, 2024**

**CLOSING DATE AND TIME: March 22, 2024 AT 10:00 A.M.**

**CONTACT:  
Greg Jenkins  
ELECTRIC DISTRIBUTION SUPERINTENDENT  
TELEPHONE: 308-254-6345  
FAX: 308-254-3164  
EMAIL: [ELECTRIC@CITYOFSIDNEY.ORG](mailto:ELECTRIC@CITYOFSIDNEY.ORG)**

**CITY OF SIDNEY – REQUEST FOR BID  
SCRAP METAL RECYCLING  
CITY OF SIDNEY ELECTRIC DISTRIBUTION DEPARTMENT**

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**1. INTRODUCTION**

The intent of this REQUEST FOR BID is to solicit written proposals from a qualified person, firm, or corporation, hereafter referred to as "Supplier," to provide the City of Sidney, Nebraska with **SERVICES FOR REMOVAL OF SCRAP METAL FROM THE CITY OF SIDNEY ELECTRIC DISTRIBUTION DEPARTMENT PROPERTY.**

To be eligible for consideration, the Supplier must be capable of supplying the services as noted herein and must also meet all other criteria outlined in this proposal.

The City of Sidney Electric Distribution Department has accumulated scrap metal at its pole yard facility located on East Elm Street. The City of Sidney Electric Distribution Department is interested in receiving written quotes for the removal of this scrap metal. This RFB only addresses the scrap metal. It does not include any of the scrap wire that the city has accumulated. A separate RFB will be issued for the scrap wire at a later date.

Interested Suppliers may contact staff as directed in item 2 below to view the accumulated scrap metal prior to submission of bids. Viewing of the scrap material shall be done during normal operating hours for the City of Sidney Electric Distribution Department. Operating hours are from 7:00 am to 3:00 pm Monday through Friday. **City staff must accompany anyone wishing to enter the premises.**

**2. INQUIRIES AND CORRECTIONS**

All inquiries relating to this request shall be addressed to:

Greg Jenkins  
Interim Electric Distribution Superintendent  
City of Sidney, Nebraska  
P.O. Box 79  
Sidney, Nebraska 69162  
(308) 254-6345

**3. SUBMITTAL DATE, LOCATION AND OPENING**

The City Clerk of the City of Sidney, P.O. BOX 79, 1115 13th Avenue, Sidney, Nebraska 69162, must receive all proposals prior to 10:00 a.m., March 22, 2024. Proposals must be submitted in a sealed envelope plainly marked "Request for Bid, Scrap Metal". These proposals will be evaluated utilizing the evaluation criteria herein.

#### **4. LATE AND TELEPHONIC PROPOSALS**

Late proposals will not be accepted under any circumstances, and any proposal so received shall be returned to the proposing Supplier unopened. In addition, telegraphic and/or proposals sent by electronic devices are not acceptable and will be rejected upon receipt. Proposing Suppliers will be expected to allow adequate time for the delivery of proposals. Sole responsibility rests with the proposing Supplier to see that their proposal is received on time.

#### **5. CONDITIONS OF PROPOSAL SUBMITTAL**

Proposing Contractors shall comply with at least all conditions, requirements, and specifications contained herein, with any insufficiency constituting sufficient cause for rejection of the proposal.

The City of Sidney will award this RFB to the most responsive bidder.

A duly authorized official of the proposing Supplier submitting the proposal must sign the proposal.

No proposal will be accepted from any Supplier that is in arrears for any obligation to the City of Sidney or that otherwise may be deemed irresponsible or unresponsive by the City of Sidney.

The City of Sidney reserves the right to reject any and all proposals or any part thereof. The right is reserved to waive any formalities or informalities contained in any proposal, and to award the proposal to the most responsive and responsible proposing Supplier as deemed in the best interest of the City of Sidney.

The City of Sidney will not return proposals or other information supplied to them by any proposing Contractor.

#### **6. EVALUATION OF PROPOSALS**

Proposals shall be evaluated on the basis of the following criteria:

- A. Responsiveness to the needs of the City of Sidney, both in cost and service.
- B. Responsibility of the proposing Supplier and its experience in dealing with municipal governments, including the City of Sidney, on bids of similar scope and nature.
- C. The degree to which the proposal meets or exceeds the terms of this Request for Bid.

#### **7. PROPOSAL ELEMENTS AND FORMAT**

Proposals submitted shall contain all information as requested herein and any additional information necessary to summarize the overall benefit of the proposal to the City of Sidney. The supplier is required to return the BID PROPOSAL as the official sealed bid. Any bid submitted without the BID PROPOSAL will not be accepted. All additional information shall be included on separate sheets.

## 8. SCOPE OF SERVICES

Topics to be addressed in this RFB include the following. This list is not intended to exclude any potential options or topics of concern that may arise during the preparation of the Proposal. At a minimum, the proposal shall meet the following listed requirements.

1. Supplier shall remove all designated scrap metal from the City of Sidney Electric Distribution property within forty-five (45) calendar days after notice of award. Unless other arrangements are made with the City.
2. Supplier shall remove all scrap wire from the property between the hours of 7:00 am and 3:30 pm, Monday through Friday. Unless approved by the Electric Superintendent.
3. Supplier shall be responsible for repairing any damage to public or private property occurring from their operations of removing the scrap wire.
4. Supplier shall be responsible for clean-up of all property disturbed during operations.
5. The Supplier will be required to sign a liability release to the City of Sidney, before access to the City of Sidney Electric Distribution property.
6. Supplier shall make payment for all scrap material prior to removal from City property. Payment shall be made by business check, certified cashier's check or cash. **All payments shall be made directly to the City Clerk/Treasurer for the City of Sidney located at the City of Sidney Administrative Offices at 1115 13<sup>th</sup> Avenue.**

## BID PROPOSAL

I have thoroughly examined the instructions contained in the REQUEST FOR BIDS FOR **SERVICES FOR REMOVAL OF SCRAP METAL FROM THE CITY OF SIDNEY ELECTRIC DISTRIBUTION DEPARTMENT PROPERTY** and hereby submit the following bid for your consideration as per the attached specifications.

REMOVAL OF SCRAP METAL  
(LUMP SUM)

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

START DATE: \_\_\_\_\_

BIDDING COMPANY (company name, address and phone number):

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

AUTHORIZED BIDDER'S SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

The bidder proposes and agrees, if the bid is accepted, to furnish the services contained in this bid proposal which shall meet or exceed the minimums specified for the contract price and within the time indicated in this bid. This bid will remain subject to acceptance for sixty (30) days after the date of bid opening. Bidder shall use and complete all items on the bid proposal form.