

**APPLETON INTERNATIONAL AIRPORT**

**REQUEST FOR PROPOSAL**

**FOR**

**TRASH & RECYCLING RECEPTABLES**

**DUE BY: August 4, 2022 - 1:00 p.m. CT**

## 1.0 Specifications

The Appleton International Airport (a municipal organization under Outagamie County, WI) is seeking to purchase 14 waste and recycling bins and one liquid disposal bin (for use at the TSA checkpoint).

The fact that we may specify a manufacturer and model is not meant to limit acceptable bins; rather it is a means to establish a minimum level of acceptable quality. You may propose any manufacturer and model as long as the equipment is equal to or exceed the required specifications. Outagamie County will be the sole judge of equivalency.

Requesting the following:

### **Auweko Series, Temptation Waste Bin 2x100L, Model FAJP@X100**

- Finish: All Stainless Steel
- 2x hole openings, one labeled “waste”, one labeled “recycling”
- Exterior Dimension: 38.19” x 19.29” x 35.43”
- Front panel for advertising
- Qty 14

### **Auweko Series Liquid Bin, Model S-LIQUID-1**

- Finish: All Stainless Steel
- 1x50L Volume
- Includes liquid bin (p/n S-LIQUID-1)
- Includes empty bottle bin (p/n S-150R)
- Exterior Dimensions (of each bin): 20” x 22.8” x 40.6”
- Qty 1

If you are proposing a product line other than the Auweko specified you must provide detailed comparisons between the product line specified and the product line proposed.

Pricing will be lump sum for all 15 units include delivery.

## 2.0 Delivery

Pricing will include delivery of the equipment to the Airport, located at W6390 Challenger Drive in Appleton, WI.

## 3.0 Proposal Submittal and Requirements

Include with your proposal the following –

- Completed Proposal Form. The price must include all components and delivery.
- Pricing on your standard quote form which references all components.
- Detailed specifications and information on the bins you are providing if it is not the Auweko’s specified.

Failure to provide all requested information may result in the rejection of your proposal.

#### 4.0 **Contact Information**

##### **Specifications**

Brandon LaMaide  
Operations Supervisor, Airport  
[blamaide@ATWairport.com](mailto:blamaide@ATWairport.com)  
(920) 832-1736

##### **Purchasing Policy & Procedure**

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

#### 5.0 **Clarification and/or Revisions to the Specifications and Requirements**

Proposer must examine the RFP documents carefully and before submitting a Proposal may request from the County's contact person(s) additional information or clarification. A Proposer's failure to request additional information or clarification shall preclude the Proposer from subsequently claiming any ambiguity, inconsistency, or error.

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

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Proposal due date. Proposers should rely only on the representations, statements or explanations that are contained in this RFP and the written addendum to this RFP. Where there appears to be a conflict between the RFP and any addendum issued, the last addendum issued will prevail.

It is the Proposer's responsibility to assure receipt of all addenda. Outagamie County will post any updates online at [www.outagamie.org](http://www.outagamie.org) then Bids & Proposals. Upon posting, such addenda shall become part of the RFP and binding on Proposer(s).

#### 6.0 **County Reservation**

- a. This proposal request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this request.
- b. The proposals will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The proposer shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.

- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- E. Outagamie County has the sole discretion and reserves the right to cancel this proposal and to reject any and all proposals received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- F. Outagamie County reserves the right to request clarifications for any proposal.
- G. Outagamie County reserves the right to select elements from different individual proposals and combine and consolidate them in any way deemed to be in the best interest of Outagamie County.

**7.0 Closing Date & Submittal**

Proposals will be received up to 1:00 pm CT, August 4, 2022.

Proposals could be emailed to [Nicole.Schoultz@outagmaie.org](mailto:Nicole.Schoultz@outagmaie.org)

If you do not have the ability to email a proposal you must contact Nicole Schoultz at least two business days before the due date.

**8.0 Taxes**

Outagamie County is exempt from Federal Excise Tax (39-6005724), Wisconsin Sales Tax (ES 41005), but if there is a tax, such as local or county, it must be shown in the proposal.

**9.0 Method of Procurement**

The method for this procurement is competitive proposal, pursuant to Chapter 22 of the Outagamie County Code of Ordinances. After submission of the written proposal, qualified proposers may be requested to make a presentation to a committee responsible for making final recommendations. The process allows for confidential clarifications, negotiations and revisions.

**10.0 Venue**

This agreement will be governed and construed according to the laws of the State of Wisconsin. This agreement is performable in Outagamie County.

**11.0 Status of Proposal**

Upon award, proposals will be considered public record and details will be posted online. Information on status could be obtained from Outagamie County's web site [www.outagamie.org](http://www.outagamie.org) than **Status of Bids/Proposals**.

**OUTAGAMIE COUNTY PROPOSAL FORM  
Trash and Recycling Receptacles**

**Proposals Due:** August 4, 2022-- 1:00 pm CT

**Email Proposals To:** [Nicole.Schultz@outagamie.org](mailto:Nicole.Schultz@outagamie.org)

Lump Sum Cost	\$ _____
Delivery by	_____
Are you proposing the Auweko units specified?	_____ YES _____ NO

**Include all information as requested in Section 3.0**

Firm Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name / Title: \_\_\_\_\_

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

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

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_