



**COUNTY OF ERIE
DIVISION OF PURCHASE
MEMORANDUM**

To: All Using Departments

From: Jamie Kucewicz, Buyer

Date: 9-19-13

Subject: ELECTRONICS WASTE RECYCLING

Bid No.: 211213-002

Effective Dates: September 1, 2011 through August 31, 2014

Vendor: SUNNKING, INC.
4 Owens Road
Brockport, NY 14420
Contact: Adam Shine

Telephone: 585-391-1510

FAX: 585-637-2282

Pricing: per attached

AWARD OF 1A ONLY



COUNTY OF ERIE
CHRIS COLLINS
COUNTY EXECUTIVE

DIVISION OF PURCHASE

STANDARD AGREEMENT

This AGREEMENT, made as of the 5th day of Augst, 2011

by and between Sunnking Electronis Recycling

of 2 Benzel Court, Lancaster, New York 14086

hereinafter referred to as the Contractor, and the County of Erie, a municipal corporation of the State of New York, hereinafter referred to as the County:

WHEREAS, in accordance with public open competitive bidding, sealed proposals were received and publicly opened by the County of Erie, Division of Purchase

on July 28, 2011 at 11:30 AM

for: ELECTRONIC WASTE RECYCLING

WHEREAS, the bid of the Contractor submitted in accordance therewith, the sum

of \$ AT THE PRICES AND CONDITIONS INDICATED IN THE BID

was the lowest responsible bid submitted; and

WHEREAS, a contract is hereby awarded to the Contractor by the County, in accordance with the provisions therein contained; and

WHEREAS, the Notice to Bidders and Specifications make provisions for entering into a proper and suitable contract in connection therewith;

NOW, therefore, the Contractor does hereby for its heirs, executors, administrators and successors agree with the County of Erie that, the Contractor shall for the consideration mentioned, and in the manner set forth in Accepted Invitation to Bid No. 211213-004, Specifications and Provisions of Law annexed hereto and forming a part of this contract, furnish the equipment and materials and perform the work and services described in the Accepted Bid for the above sum.

_____ ~~XXXXXXXXXX~~ _____ Paid monthly upon presentation of invoices.

_____ Upon delivery, completion and approval of the work, as per specifications.

Please refer to the Invitation to Bid (Page 1) and the Instructions to Bidders which are part of this agreement.

IN WITNESS THEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

COUNTY OF ERIE

Contractor _____

by _____
Director of Purchase

by _____

Title _____

APPROVED AS TO FORM

Assistant County Attorney
County of Erie, New York

(date)



COUNTY OF ERIE
CHRIS COLLINS
COUNTY EXECUTIVE
DIVISION OF PURCHASE
INVITATION TO BID

Bids, as stated below, will be received and publicly opened by the Division of Purchase in accordance with the attached specifications. FAX bids are unacceptable. Bids must be submitted in a sealed envelope to:

County of Erie
 Division of Purchase
 Attention: D. I. WEATHERBEE., BUYER (716) 858-6337
 95 Franklin Street, Room 1254
 Buffalo, New York 14202-3967

NOTE: Lower left hand corner of envelope MUST indicate the following:

BID NUMBER: 211213-004

OPENING DATE: JULY 28, 2011 TIME: 1130 AM

FOR: ELECTRONIC WASTE RECYCLING

NAME OF BIDDER: Sunnking Electronics Recycling

If you are submitting other Invitations to Bid, each bid must be enclosed in a separate envelope.

Following EXHIBITS are attached to and made a part of the bid specifications, and part of any agreement entered into pursuant to this Invitation to Bid:

- X EXHIBIT "A" - Assignment of Public Contracts
- X EXHIBIT "B" - Purchases by Other Local Governments or Special Districts
- EXHIBIT "C" - Construction/Reconstruction Contracts
- EXHIBIT "D" - Bid Bond (Formal Bid)
- N/A EXHIBIT "E" - Bid Bond (Informal Bid)
- X EXHIBIT "F" - Standard Agreement
- X EXHIBIT "G" - Non-Collusive Bidding Certification
- X EXHIBIT "H" - MBE/ WBE Commitment
- X EXHIBIT "IC" - Insurance – CLASSIFICATION "A"
- X EXHIBIT "P" & EXHIBIT "PBI" - Performance Bond – 10%
- EXHIBIT "Q" - Confined Space Program Certification

(Rev. 1/00)

County of Erie
DIVISION OF PURCHASE
NON-COLLUSIVE BIDDING CERTIFICATION

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 his knowledge and belief:

- (1) the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or 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.

NOTICE

(Penal Law, Section 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:

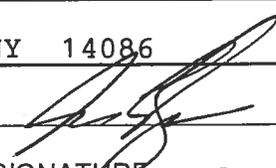
Affirmed under penalty of perjury this 28 day of July, 20 11

TERMS _____ DELIVERY DATE AT DESTINATION _____

FIRM NAME Sunnking Electronics Recycling

ADDRESS 2 Benzel Court

Lancaster, NY 14086 ZIP _____

AUTHORIZED SIGNATURE _____ 

TYPED NAME OF AUTHORIZED SIGNATURE Adam E. Shine

TITLE Sales Manager TELEPHONE NO. 716-685-4577 ext. 228



TO: ALL BIDDERS

FROM: Erie County Division of

Purchase

DATE: July 22, 2011

SUBJECT: **ADDENDUM NO. 1** Erie County Bid #211213-004
ELECTRONIC WASTE RECYCLING
OPENING ON 07-28-11 at 11:30 AM

To include the following pages:

Exhibit "F" is the correct form – the Exhibit "C" on top of page should have been deleted.

Exhibit "P" & Exhibit "PBI" – NOT Required

Very truly yours,

Lorraine M. Kolb
Buyer

lmk

VERIFICATION OF RECEIPT OF ADDENDUM

PLEASE SIGN BELOW AND FAX BACK TO 716-858-6465

SIGNATURE

COMPANY NAME

Sunking Electronics Recycling

County of Erie
DIVISION OF PURCHASE
BID SPECIFICATIONS

BID NO: 211213-004

Ship to: County of Erie
 Attention: Various Locations
 Address:

Ship Via: Most Economical
 Date Required at Destination: September 1, 2011

ITEM NO.	QUAN-TITY	UM	CATALOG NO./DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Proposal to supply our requirements of the following for the		
			Contract period September 1, 2011 through August 31, 2012.		
			Please furnish pricing for the collection, pick-up, manifesting,		
			transporting and recycling of electronic waste (e-waste) as per		
			the following specifications.		
			PLEASE SUBMIT TWO (2) COPIES OF BID.		
			Exhibit "H" must be completed and returned with bid. If your		
			Company is not a woman-owned or minority business.		
			Complete the waiver page and include with bid.		
			Questions regarding bid please contact Paul Kranz at		
			716-858-7713.		
			Continued on Page 2A		

NOTE: Bid results cannot be given over the phone. All requests for bid results should be submitted in writing or faxed to:

ERIE COUNTY DIVISION OF PURCHASE
 Freedom of Information Officer
 95 Franklin Street, Rm. 1254
 Buffalo, NY 14202
 FAX #: 716/858-6465

TOTAL NET BID DELIVERED INSIDE _____

NAME OF BIDDER Sunnking Electronics Recycling

INVITATION TO BID - ELECTRONIC WASTE RECYCLING

Issuing Party

Erie County, New York

Technical Contact:

**Paul B. Kranz, P.E. Associate engineer
Erie County Department of Environment and Planning
Division of Environmental Compliance
95 Franklin Street, Room 1074
Buffalo, New York 14202
Phone (716) 858-7897 Fax (716) 858-7713
kranzp@erie.gov**

A. SECTION 1 - GENERAL

A 1. INTRODUCTION

It is the intent of Erie County (County) to enter into a contractual agreement with a qualified vendor (Contractor) who will provide services for the pick-up, manifesting, transporting and recycling of electronic waste (e-waste). The services may be required for recycling of e-wastes generated by:

a) the County,

b) collected at County sponsored residential Electronic Waste Drop off Day events,

c) by local businesses participating at a coordinated Small Quantity Generator collection event,

or d) at local municipal sponsored events.

a. County Departments, Divisions and agencies generate e-waste as part of County operations. Surplus, obsolete, outdated or dysfunctional electronic materials are typically consolidated at a central warehouse for final disposition. The Contractor will be required to pick-up, transport and recycle County generated e-wastes upon notification from the County Purchasing Department.

b. The County hosts e-waste collections to provide residents the opportunity to properly dispose and recycle unwanted electronic devices and fluorescent bulbs. The collections are typically held on Saturdays each year from 9 a.m. to 1 p.m. at various locations throughout Erie County. This service will be provided in accordance with the terms and conditions (listed below) and in compliance with all laws, rules and regulations pertaining to handling, transport, and recycling of electronic waste. The number of events held each year is dependent upon budget allocations and is not set. Typically two or three are held annually. While participation and quantities collected varies, at the January 17, 2009 collection, 78,865 lbs. of equipment (including 560 monitors and 547 PC's) were collected.

c. The County provides low cost disposal opportunities to small businesses, school districts and municipalities under its Conditionally Exempt Small Quantity Generator (CESQG) Program. A central location is designated for CESQG participants to bring their waste materials for proper disposal. The events, held on Fridays, typically twice a year, would include e-waste as an option to be collected and recycled by the Contractor under this bid.

d. Local municipalities, agencies and organizations will have the opportunity to sponsor and host e-waste collection events under this bid. Events will be held under the direction of the County, upon mutual agreement between the County, the Contractor and the sponsor organization.

Costs quoted under this bid must be in effect for all events stated above. Any exceptions must be noted in the bid submittal.

The County reserves the right to reject any and/or all of the proposals or prices provided without cause. The determination that any aspect of the submitted proposal does not satisfactorily meet criteria will be at the sole discretion of Erie County.

A 2. QUALIFICATIONS OF PROSPECTIVE BIDDERS

The Contractor must have the facilities, equipment, financial resources and organization to perform the type, magnitude, and quality of work specified herein. The Contractor must submit, as part of the response to this bid request, a copy of all permits and licenses required to complete the work described.

If at any time during the term of contract the bidder's permits, licenses and letters of approvals issued by government agencies to perform the necessary services as described herein expire (and are not renewed), are canceled, or suspended, the bidder is responsible for immediately notifying the Erie County Department of Environment and Planning (716-858-7897) and the Erie County Division of Purchase (716-858-6395).

The Contractor shall provide a listing of at least three e-waste collection and recycling projects and programs of similar size and scope completed in the last three years. The list must contain the names and numbers of contact individuals responsible for the events listed as references.

The response to this bid request must include a list of storage/treatment/transfer/recycling/transportation and disposal facilities which may be utilized throughout the course of this project. A list of subcontractors who will be, or may be utilized in the performance of services listed under this specification must be provided. The list should include contact information for each facility and subcontractor and copies of permits and/or licenses as applicable.

B. SECTION 2 - TECHNICAL REQUIREMENTS

B 1. GENERAL REQUIREMENTS

This is a full service contract. For the purposes of this contract, full service shall mean that the vendor's bid price includes, but is not necessarily limited to: all labor, all parts, material and equipment cost; all administrative, reporting or other requirements, all overhead costs and profit. It shall also include all travel costs, parking fees, and any other ancillary fees and costs including permits, licenses, insurance, etc.

The Contractor must meet all requirements of the New York State Electronic Equipment Recycling and Reuse Act (Article 27, Title 26 of the ECL) and provide New York State Department of Environmental Conservation (NYSDEC) C7 Compliance Notification with the bid submittal.

The contractor shall provide a primary contact representative responsible for expediting the services provided by the contract and to serve as a liaison to the County. The Contractor shall provide an on-site supervisor experienced and trained in the site management of e-waste collection events, who shall direct the onsite operations of the contractor. Primary contact and supervisors resumes will be provided to Erie County as part of this bid submission.

Copies of the Certificate of Recycling, Certificate of Destruction, Manifests and/or Chain of Custody for all materials handled under this contract must be submitted with the invoice.

The Contractor is to strive to achieve a zero landfill objective and provide a copy of the company policy concerning the export of unprocessed CRT's and electronics outside of North America.

The Contractor shall provide a listing of the recycling/disposal method to be employed for all items quoted.

Pick-up of e-waste will be made in a safe and acceptable manner. Contractor must provide all personnel protective equipment (PPE) for employees and approximately fifteen County staff including, but not limited to safety glasses, tyvek suits and gloves.

Details of service not explicitly stated in these specifications, but necessarily attendant thereto, are deemed to be understood by the vendor and included herein.

B 2. Scope of Work

The Contractor is to provide the following:

Erie County Waste Electronics

Erie County requires the Contractor to manage End of Life for County derived electronic waste with specified asset management techniques for magnetic storage media. The asset management techniques must be consistent with U.S. Department of Defense Standard 5220.22-M and environmentally responsible electronic waste recycling. The Contractor will be contacted by an authorized Erie County employee for pickup of electronic waste materials on an as-needed basis.

Every effort will be made to consolidate materials to minimize

Collection and Recycling of E-Waste including Residential and Commercial collection events

The vendor must collect and provide processing of e-waste generated at Erie County sponsored Electronic Waste Drop off days. Erie County requires the Contractor to manage and support single day electronic waste collections events to provide residents, municipalities, school districts and small businesses the opportunity to properly dispose of unwanted electronic devices.

The Contractor is to provide all site staff, equipment and supplies needed for Electronic Waste Drop-off Day events. The Contractor is to be notified of a planned e-waste event at least one month in advance. Location of the event will be made known to the Contractor at time of event notification.

- Containers for the collection of e-waste. Acceptable containers include, but are not limited to, gaylord boxes, roll-off containers, cardboard drums or trailers. All e-waste collected becomes the property of the Contractor.
- At least six tables (8' x 3') for the placement of surrendered e-waste from residents along with any tents, ground covering plastic, shrink wrap, tape, etc. necessary for the set up of receiving, bulking and packaging areas.
- Vehicles necessary for the safe and efficient transport of e-waste collected.
- The Contractor will arrive on-site one hour prior to the start of the collection on the day of the event and is to remain on site until all materials have been package and loaded for shipment and the site has been cleaned to the satisfaction of the County representative responsible for the event.

- The Contractor will have at least twenty (20) employees on site to unload e-waste materials from vehicles in addition to staffing required to take e-waste from loading tables to stack, place in contractor's containers and load e-waste into contractor's trucks.
- The Contractor will be ready to accept items by 9:00 am and not leave until all electronic items and Contractors equipment have been removed. The contractor must give the County one-week notice if they need to position trucks at the site on the Friday before event and/or have the trucks removed on the Monday following the event.
- Labor and vehicles necessary to transport the e-waste to the designated processing facility.
- Complete and accurate records showing the total weight and an itemized listing of materials collected for processing from the collections within 30 days after event. Contractor will provide the County with certificates of recycling for all loads collected. Certificates of recycling shall include the name of the Contractor, date when load was processed, an itemized listing of materials processed, and the signature of an authorized representative of the Contractor. The Contractor will provide the County with a "Certificate of Destruction" for hard drives collected.

Transportation:

Vendor will comply with regulations of the United States Department of Transportation as specified in CFR Title 49 and regulations for transporting waste as promulgated by the EPA, DEC, and any other State, municipal and/or Federal Agency having or obtaining jurisdiction of the waste.

Transport vehicles used in the transportation of e-waste will be adequate and suitable for handling and transporting standard packaging & pallets as required by NYSDOT.

Certification:

Vendor will provide to customer certification verifying that all e-waste has been recycled in accordance with all rules, regulations, permits and licenses as further specified herein. Certification will be in writing and will include but not be limited to the following information:

- Originating customer name and address
- Date and location of processing
- Description of process (i.e. component separation, reclamation, etc.)
- Reference number from manifest accompanying original waste

Inspection:

Erie County reserves the right to inspect vendor's facilities to review facility records and documents pertinent to the vendor's operations.

This documentation will include, but will not be limited to permits/approvals, manifests, schedules of pick-ups, storage logs, lab tests, analysis reports, and certificates of recycle/disposal.

Erie County reserves its inspection rights prior to the contract award and lasting for the full term of the awarded contract.

Invoicing:

The contractor shall submit to Erie County no more than one invoice for services rendered under the contract per collection event. The invoice shall detail all services as specified in Section 3 and must indicate all unit costs and number of units collected. The invoice must be submitted to Erie County for payment no later than 30 days subsequent to the pick up date. A sample invoice is required to be submitted with bid proposals.

C. SECTION 3 - COST PROPOSAL FOR E-WASTE RECYCLING

The costs for collection, transportation, processing, and record keeping services will be charged on a per unit basis. The bidder will submit an "Event Mobilization Fee" if applicable which will act as a minimum charge to which the unit costs, or credits, are to be applied.

Event Mobilization Fee must include all cost for personnel, materials, equipment, supplies, fees and other expenses required to perform the services specified above. No additional charges, other than per unit costs of collected materials, will be approved for payment.

For each type of waste listed below, please complete all boxes in the table.
Provide a cost per unit (or credit per unit, if applicable) for disposal/recycling.

If no charge will be required for any of the wastes listed, N/C should be entered into the appropriate box.

Payment for items not specifically listed or included in the bid under Special Terms and Conditions will not be accepted.

Event Mobilization Fee (if applicable)		
Waste Type	Cost Per Unit	Credit Per Unit
Monitors		.10/lb
All in One Monitor/CPU		.10/lb
Televisions		.10/lb
CPU/Servers/Laptops/Mainframes		.10/lb
Printers/Fax Machines/Scanners		.10/lb
Desktop Copy Machines		.10/lb
Telephones/Cell Phones/PDAs		.10/lb
Audio/Video Equipment		.10/lb
Misc. peripherals – (per pound)		.10/lb
Calculators		.10/lb
Uninterrupted Power Sources		.10/lb
Audio/Video components		.10/lb
Straight Fluorescent lamps	\$.20/ft	
Compact fluorescent lamps	\$1/ea	
Circular Fluorescent lamps	\$1.50/ea	
U-tube Fluorescent lamps	\$1.50/ea	
Metal Halide Lamps	\$1.75/ea	
High Pressure Sodium Lamps	\$1.75/ea	
Mercury Vapor Lamps	\$1.75/ea	

Special Terms or

Conditions All prices above for e-scrap require a minimum of 4 skids per pick-up for each location. If there is less than 4 skids of material we will accept the material at no charge/no value except for any bulbs received.

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