To: Scrap Metal Processing and Hauling Contractors
From: Fremont County Solid Waste Disposal District
Subject: **Request for Proposal – Scrap Metal Processing, Removal, and Recycling**

Scope of Work

The Fremont County Solid Waste Disposal District (District) is seeking proposals from scrap metal processors to assist with the scrap metal collection and/or purchasing of the collected scrap metal materials at specified District facilities. The selected scrap metal processor will be purchasing the collected scrap metal materials from the District at an established rate (this includes all metals and metal products in the stockpiled scrap metal, no selective collection/processing will be allowed).

Included in the responsibilities of the Contractor will be capturing, collecting, and disposing of all regulated liquids (i.e. oils, antifreeze, hydraulic oil, transmission fluid, etc.) that exist within the collected scrap metal materials during any baling efforts. The District will remove the Freon from household appliances. All loads will be required to be weighed in and weighed out on District scales during District hours of operation prior to leaving the District sites. Payment will be based on the weights read by District scales.

Prior scrap metal agreements included having the contractor provide receptacles for collected materials to be loaded by District equipment and hauled by the contractor following notice of loading, as well as onsite baling at specified timelines, and a combination of the two methods. The following represent recent historic tonnages:

Site	22-23 Tonnage	23-24 Tonnage	24-25 Tonnage	25-26 Tonnage
Lander	460	364	632	577
Riverton	140	181	187	209
Sand Draw	88	34	46	75
Dubois	130	101	213	180

With the known volumes received at the Lander Landfill there will be a required hauling of all materials and/or baling at a minimum of 30-60 days based on need (determined by the District) and notice provided by the District.

Duration of Contract

The contract for the processing, removal, and purchasing of the scrap metal materials will be effective **from the date of the contract approval (anticipated to be November 2026) until the end of the fiscal year (i.e. June 30, 2027)**. There shall be an option for up to two one-year extensions upon a written request submittal by the contractor and review by the District Board of Directors.

Contractual Requirements

The Contractor will be required to:

- Provide to the District a proposal on management approach(s) for consideration, including at a minimum collection and/or baling at the sites, timeframes associated with each process, and what the District's responsibilities would be,
- Visit each of the sites to better understand the site layout, equipment that could be used in loading the receptacles, and the site schedules,
- Submit a per ton bid for the purchasing of the scrap metal materials,
- Bids must include:
    - A bid security in the amount of 5% of the total bid (based on 300 tons and the per ton rate) in the form of a cashier's check, bid bond, or irrevocable letter of credit,
    - Proof of the required $1,000,000 liability and $1,000,000 property damage insurance,
    - Proof of Workers' Compensation coverage,
    - A list of final disposal vendors that will be utilized, and
    - Provide employment history for similar work.

Compensation to Fremont County Solid Waste Disposal District

The Contractor shall propose a per ton (i.e. 2,000-lbs as read by the District scales) rate of compensating the Fremont County Solid Waste Disposal District for the sale of the scrap iron. Full payment for any scrap iron that leaves the Districts sites will need to be made to the District within 45-days.

Proposal Deadline

Sealed proposals must be received by the Fremont County Solid Waste Disposal District by **10:00 am Thursday, November 19, 2026**. Proposals will be publicly opened at 10:05 am.

Delivery Address:
Fremont County Solid Waste Disposal District
Re: Scrap Metal RFP
P.O. Box 1400
Lander, Wyoming 82520

Bids must be valid for a period of 45-days after opening. The District reserves the right to reject any or all bids, including without limitation, non-conforming, non-responsive, unbalanced, or conditional bids. The District further reserves the right to reject any bid whom it finds not responsible, or if believed to not be in the best interest of the District.

The Fremont County Solid Waste Disposal District prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Feel free to contact us at your convenience with any comments or questions at (307) 332-7040 or fcswdd@wyoming.com.