

SECTION E – SPECIFICATIONS/SCOPE OF WORK

The Montgomery County Department of Environmental Protection, Recycling and Resource Management Division (RRM), Resource Conversion Section, provides an area in the Upper Lot of the Shady Grove Road Processing Facility and Transfer Station (“Facility”), 16101 Frederick Rd., Derwood, Maryland, for residents to drop-off unusable tires.

- In FY25, 143.18 tons of scrap tires were received.

The Contractor must provide the necessary equipment and qualified personnel for scrap tire removal and hauling services from the Facility to an approved processing facility or location approved by the County for recycling, reuse, or other non-disposal purposes.

The Contractor must maintain, at no cost to the County, three trailers as follows:

- Two trailers at the Facility for collecting scrap tires. Once the first trailer is full, the County’s Operations Contractor, which loads the trailers, will notify the Contractor.
 - ❖ Upon notification of a full trailer at the Facility, the Contractor must pick it up within two business days and replace it with an empty trailer.
- One trailer at the Crabbs Branch Highway Services Depot for collecting illegally dumped tires that are picked up by Highway Services crews.
 - ❖ Upon notification of a full trailer at the Depot, the Contractor must pick it up within two business days and replace it with an empty trailer.

The Contractor must accept all tires at the Facility, including, but not limited to, passenger car tires with and without rims, truck tires with and without rims, and small tires with and without rims. Tires may have water or dirt on them.

The Contractor is responsible for the performance of work, whether or not subcontractors are used.

Upon entering the Transfer Station, the Contractor’s trucks must weigh in empty on the County scales for each load. Upon exiting the Transfer Station, all materials must be weighed out on the County scales, which operate Monday through Saturday, 7:00 AM to 5:00 PM.

The material must be invoiced based on the Montgomery County scale weight. The Contractor may contest any weight discrepancies greater than 2 percent.

- If a discrepancy is claimed by the Contractor, the Contractor must provide verifiable documentation of the discrepancy within 24 hours of the date of shipment from the Montgomery County Transfer Station.
- If a discrepancy occurs over a non-working period, as approved and identified by the County, notification must be made on the next business day.

The Contractor must designate a Project Manager to serve as the principal point of contact between the Contractor and the County. The Contractor’s Project Manager must coordinate and obtain required actions by the County and transmit this information to the County’s Contract Administrator.

The Contractor must be licensed to conduct business in the state of Maryland, be in good standing with the Maryland State Department of Assessment and Taxation (SDAT) and must have sufficient equipment and capacity to collect the required quantities of scrap metal.

The Contractor must follow all County, State and Federal laws regarding disposal of scrap tires.

Damages. The Contractor is responsible for actual damages in the event of the following:

- Failure to supply the required number of empty containers: The Contractor shall be liable to the County for the actual damages and expenses incurred by the County for the

Contractor's failure to provide the required number of containers. Actual Damages shall be calculated as the difference in the cost between the contracted rate identified in this agreement and the actual cost to the County for the replacement services.

- Failure to remove the required number of full containers: The Contractor shall be liable for the actual damages and expenses incurred by the County for failing to provide the required number of containers. Actual damages shall be calculated as the difference in cost between the contracted rate identified in this agreement and the actual cost of the replacement services.

Additional Submission Requirement

The Contractor must submit its scrap tire hauler license from the Maryland Department of the Environment with its bid and must maintain a copy of its license on file.