

Attachment A –

Contract for Purchase of Services between the City of Madison and Bay Area Recycling for Charities

Scope of Services and Schedule of Payment

Bay Area Recycling for Charities (the “Contractor”) agrees to accept mattresses and box springs collected by the City of Madison (the “City”) at its facility at 1732 Barlow St. Traverse City, MI 49686 for a fee paid by the City, described herein. The Contractor will provide shipping for the mattresses and box springs (the units) with pick up being made at the City’s Transfer Station located at 121 E. Olin Ave., Madison, WI 53713. And process these units in accordance with the following requirements:

Technical and Regulatory Requirements

The contractor will disassemble the units and recycle the following component parts, wood, metal, foam padding, and cotton padding

The contractor shall comply with all relevant federal, state, and local laws related to the processing and/or recycling of the units.

Annual Reporting and Record-Keeping Requirements:

The contractor must submit quarterly reports to City of Madison (e-mail submittal is allowed) identifying the following, for all units processed:

- a) Pounds of material recovered, by type.
- b) Pounds of material landfilled.
- c) An updated list of recycling and disposal facilities being utilized.

Materials to be delivered to The Contractor by the City of Madison

The City will provide to the contractor, and the contractor will accept mattresses and box springs of its large item collection and drop off program.

The City will not intentionally provide to the contractor units that have been contaminated by blood or mold.

Process for Loading and Shipping of Materials

The contractor will arrange for the shipping of the units to the contractor’s facility in Traverse City, MI. The contractor is responsible for arrangements with trucking and/or logistic firms and will arrange for the delivery of trailers to the City’s transfer station at 121 E. Olin AV. and for the removal of full trailers.

City staff can contact trucking/logistic firms if provided contact information by the contractor.

The City of Madison Streets Division will provide a location at its transfer station for the placement of up to two semi trailers that will be used for the shipment of the units to the contractor.

City staff will load the units into the trailers in accordance with guidelines provided by the contractor.

The City agrees to load a minimum of 100 units on each trailer.

The City will provide the Contractor with a statement, via e-mail or other mutually agreed upon means, of its count of the number of units placed on each load at the time the load leaves the City's facility.

The Contractor will provide collection of mattresses as soon as logistically possible after notification from the transfer station supervisor or another member of the City of Madison Streets Division staff. An alternative collection schedule, such as regular weekly collection or more frequent collection during peak periods, can be mutually arranged.

Hours of Operation

The City's transfer station is open from 7 a.m. until 2:30 p.m. All pickups and deliveries must be done during those hours.

Inspection of Premises

The City has the right to inspect the contractor's facility and grounds for the purpose of being assured that all units are being recycling in accordance with this agreement and that the necessary operating permit conditions and Code requirements are being met. The City Streets Superintendent or his designee will provide the contractor with adequate notice of his/her intent to inspect the facility. Adequate notice is defined as one working day.

Payment Terms

The Contractor will provide the City with its count of the number of units on each load received, via e-mail, at the time the trailer is unloaded. Any discrepancies between this count and the count done by the City must be resolved prior to billing. The Contractor will work with the Street Superintendent or his/her designee on resolving discrepancies.

The fee will be billed monthly. Bills should be sent via e-mail to an agreed address or addresses, or via U.S. Mail to Streets Division, 1501 W. Badger Rd., Madison, WI, 53713.

The rate of pay outlined below is per unit collected and processed by the Contractor, and includes all shipping costs:

2017: \$14.50	2020: \$14.94 (option year)
2018: \$14.65	2021: \$15.09 (option year)
2019: \$14.79	

Term of Agreement

The term of this contract will be from January 1, 2017 to December 31, 2019 with one year options available for 2020 and 2021.