



## Bonner County Solid Waste

1500 Highway 2, Suite 101 ~ Sandpoint, Idaho 83864-1303

Phone (208) 255-5681 ~ Fax (208) 263-9469 ~ [www.bonnercountyid.gov](http://www.bonnercountyid.gov)

### **REQUEST FOR QUALIFICATIONS FOR THE 2021 SOLID WASTE IMPROVEMENTS PROJECT**

The Bonner County Engineering Department is inviting interested engineering firms to submit their qualifications for architectural and engineering services to assist the County in design and construction of a new waste transfer building, household hazardous waste building, manager shop building, and civil site improvements to be located at the Colburn Waste Transfer Site, Idaho Hill, Dickensheet and Dufort sites. The selected engineering firm will work with the County to develop design and bid documents for the project. The selected engineering firm will provide survey data for all (4) project sites and work with the County engineers to design and provide bid documents for Colburn, Idaho Hill, Dickensheet, and Dufort.

This Request for Qualifications does not commit the County to award a contract, to pay any cost incurred in the preparation of the submittal, or to procure or contract for services. The County reserves the right to negotiate with all qualified respondents, or to cancel in part or in its entirety this Request for Qualifications, if it is in the best interest of the County to do so.

#### **BACKGROUND**

Bonner County Solid Waste operates the county's only waste transfer station at the Colburn site, north of Sandpoint, Idaho. The existing tipping floor is undersized for the current demand and badly in need of reconditioning. The County has hired Great West Engineering to aid in providing the preliminary engineering documents and concept site improvements for the existing waste collection sites and transfer site (attached). The County would like to take the next step and create design drawings and documents and implement the proposed improvements.

#### **SCOPE OF WORK**

1. The selected engineering firm will be responsible for civil site design, structural, electrical and mechanical engineering of the proposed waste transfer and household hazardous waste building, structural, electrical and mechanical design of the

manager shop building, overall transfer site stormwater and erosion control plans and details.

2. The selected engineering firm will provide bid documents and design drawings for the project incorporating the improvements at each of the (4) sites.
3. The County will assist the selected engineering firm in the site design of the Idaho Hill, Dickensheet and Dufort sites with survey data to be provided by the selected engineering firm.
4. The selected engineering firm(s) will be required to perform the architectural and engineering services to be specified more fully in a contract agreement and to be negotiated after selection. The contract agreement will provide for payment for phases of work completed with options to proceed through all phases or to discontinue work as the circumstances may dictate. Upon selection of a firm with whom negotiations will proceed, a more detailed Scope of Work will be developed. However, the County reserves the right to include additional project elements in the initial or subsequent professional services agreements as the County may (in its sole discretion) deem appropriate. The Engineer will also be required to identify and select the appropriate sub-consultants; however, the County reserves the right to approve proposed sub-consultants that will be associated with the Project.
5. The engineering firm and sub-consultants will coordinate and cooperate fully with the County project manager and engineering department as necessary during the project design and construction. Initial planning phase cost estimates will be provided by the selected Engineer.

## **RESPONSES**

Responses to this RFQ must include the following:

1. Firm's name, address, telephone and email addresses;
2. The experience and qualifications of staff to be assigned to the project, including sub-consultants;
3. A description of the firm's prior experience, including up to (3) similar projects, location, total cost, and name of a local official knowledgeable regarding the firm's performance;
4. A description of the firm's anticipated availability during the term of the project;
5. Proposed work plan and schedule of activities.

## **SELECTION PROCESS**

The selection committee shall be comprised of the Director of Solid Waste, the Manager of the Engineering Department and may include select members of County staff. Submittals will be evaluated and ranked with the following weighted criteria:

1. Qualifications of professional personnel to be assigned to project 30%
2. Related experience on similar projects 30%

3. Capability to meet time and project budget requirements	20%
4. Present and Projected workloads	15%
5. Firms Proximity to Project Sites	5%

If the shortlist established via the above ranking includes more than one firm, the Selection Committee may request a presentation and interview from the shortlist of prospective consultants. The award will be made to the most qualified firm whose RFQ submittal and interview (if applicable) is deemed most advantageous to the County.

The applicants may be disqualified for any of the following reasons:

- The applicant is involved in litigation against the County;
- The applicant has other obligations which present a conflict of interest.

### POINTS OF CONTACT

Questions and response should be directed to:

Bob Howard  
Director of Solid Waste  
[Bob.Howard@bonnercountyid.gov](mailto:Bob.Howard@bonnercountyid.gov)  
208-255-6901

Spencer Ferguson  
Manager Engineering Department  
[Spencer.Ferguson@bonnercountyid.gov](mailto:Spencer.Ferguson@bonnercountyid.gov)  
208-290-1408

### DEADLINE AND DELIVERY LOCATION

RFQ submittals must be received at Bonner County Board of Commissioners, 1500 Highway 2, Suite 308, Sandpoint, ID 83864, and time stamped by **3:00pm on Wednesday, June 9, 2021.**

Responses received later than the specified date will not be considered.

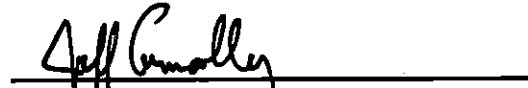
Applicants shall submit (4) copies of their qualifications packet. Qualifications packets shall be submitted in an envelope with the applicant's company name and address along with the project name "Bonner County - Request for Qualifications for 2021 Solid Waste Improvements Project".

The County reserves the right to reject any and all proposals, to revise or to waive formalities which do not affect the essential fairness of the bidding process and to review the proposals to determine which is best for Bonner County. Unsuccessful respondents will be notified as soon as possible. Should the County and the prospective consultant fail to reach a contractual agreement, the County reserves the right to negotiate a contract with any other finalist.

Dated April 6, 2021.

**Bonner County Board of Commissioners**

  
STEVEN BRADSHAW

  
JEFF CONNOLLY

  
DAN MCDONALD

## Project Summary

### Solid Waste System Overview

Currently, approximately 45,300 tons (2020 tonnage) of solid waste are generated in Bonner County. Waste generated in the County is either collected at the curb by a private service hauler or customers haul their waste directly to one of the 13 collection sites. The Colburn site is the main collection and transfer site in the County where waste is delivered and consolidated from all the collection sites for long haul by truck and trailer to a regional landfill (Columbia Ridge Landfill in Arlington, Oregon) by Waste Management, Inc. The other 12 collection sites are considered “rural collection sites” and are strategically located around the County for citizens to conveniently drop off their waste and recyclables. With the exception of the waste transfer building at the Colburn site, the County staffs, services, operates and maintains the collection sites. Waste Management also has the contract to transport waste from the 12 rural sites to Colburn and to move waste containers at the Colburn site to the waste transfer building. The County also collects and diverts recyclables from the waste stream generated in the County.

Capital improvements are proposed for four of the sites within the solid waste system – the Colburn transfer site and the rural sites of Dickensheet, Dufort, and Idaho Hill.

### Summary of Site Improvements

#### Colburn

- Add a new HHW facility to have a permanent building to collect and process HHW in the County.
- Remodel/recondition the existing waste transfer building for safe and efficient operations
- Add a new waste transfer building to provide more space for waste processing as well as provide a second location for residents (public) to unload
- Site improvements (grading, drainage, and paving)
- Site traffic control and circulation improvements with striping and signage for additional access, traffic flow modifications, and to improve and expand grading and drainage systems.
- Add a commercial scale to weigh the waste when it comes onsite from the various collection sites for waste tracking purposes and before leaving the site for long-haul transport to a regional landfill.

#### Dickensheet

- Replace the failing retaining (eco-block) walls with structural concrete walls
- Pave main yard area, wood waste pile, and access road to mitigate fugitive dust and contact water leaching into the soil.
- Add site security with a 6-ft tall perimeter chain link fence with privacy slats, yard lights, and surveillance cameras. The perimeter fencing will also collect windblown litter before it leaves the site.
- Add water by installing a water well to supply the gate shack and provide frost-free spigots in the yard for operations and fire protection.

#### Dufort

- Add additional site capacity by expanding the public drop-off area with the addition of a new z-wall providing room for three additional container slots mirroring the existing z-wall area.
- Pave the site that is unpaved in the operational areas and in the location of the proposed new z-wall.
- Modifying and improving the drainage system for the z-wall expansion and shifting the drainage.

**Idaho Hill**

- Replace the failing retaining (eco-block) walls with structural concrete walls
- Pave main yard area, wood waste pile, and tire/cardboard collection area to mitigate fugitive dust and contact water leaching into the soil Pave the site to mitigate fugitive dust and leachate (contact water) comingling with stormwater runoff.
- Add a shop building for vehicle and equipment servicing and an area for an office and restroom.
- Add site security with a 6-ft tall perimeter chain link fence with privacy slats, yard lights, and surveillance cameras. The perimeter fencing will also collect windblown litter before it leaves the site.
- Install a water well and septic system to service the site and new shop building. The water will also service yard spigots for operations and fire protection.

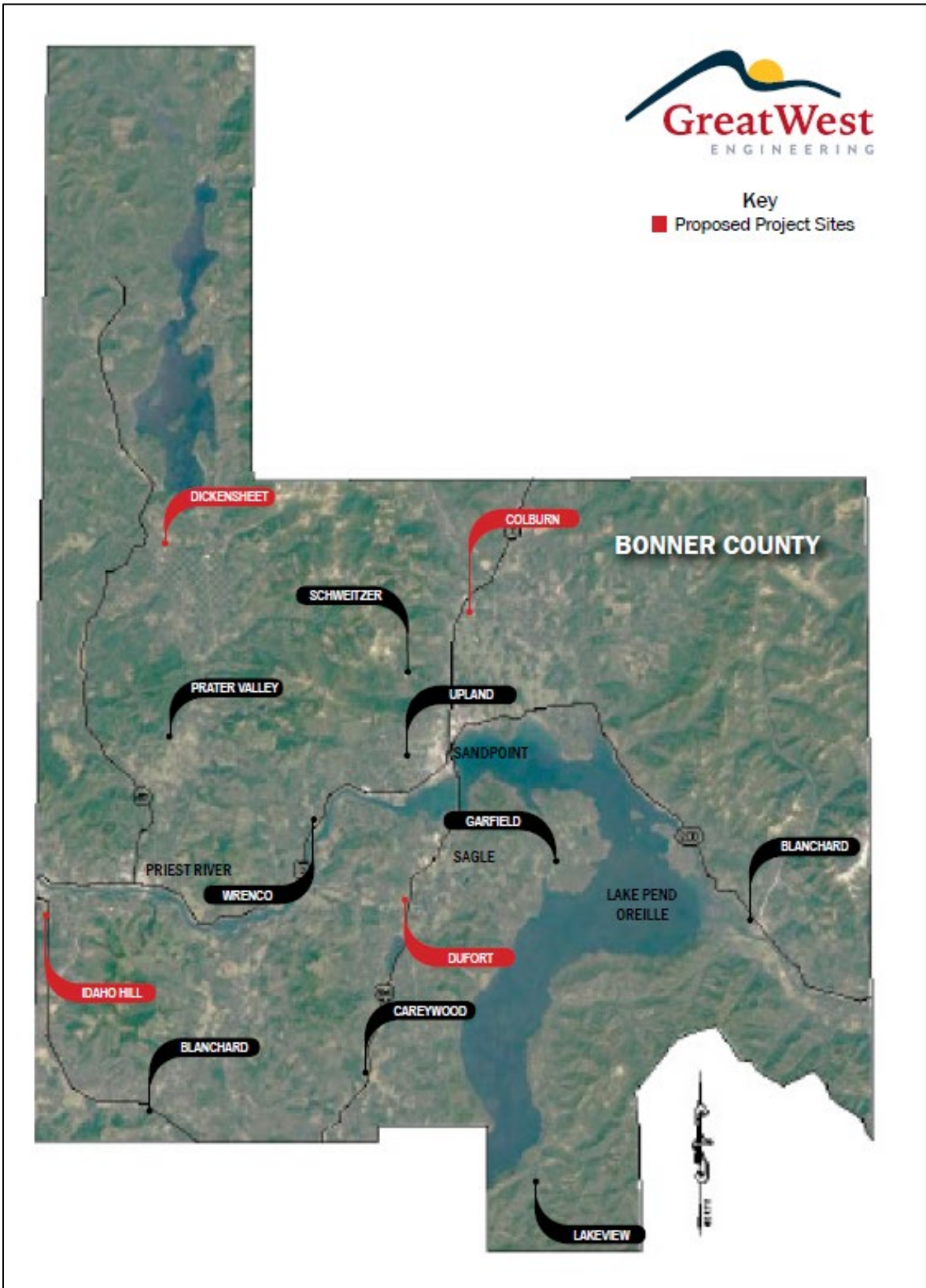
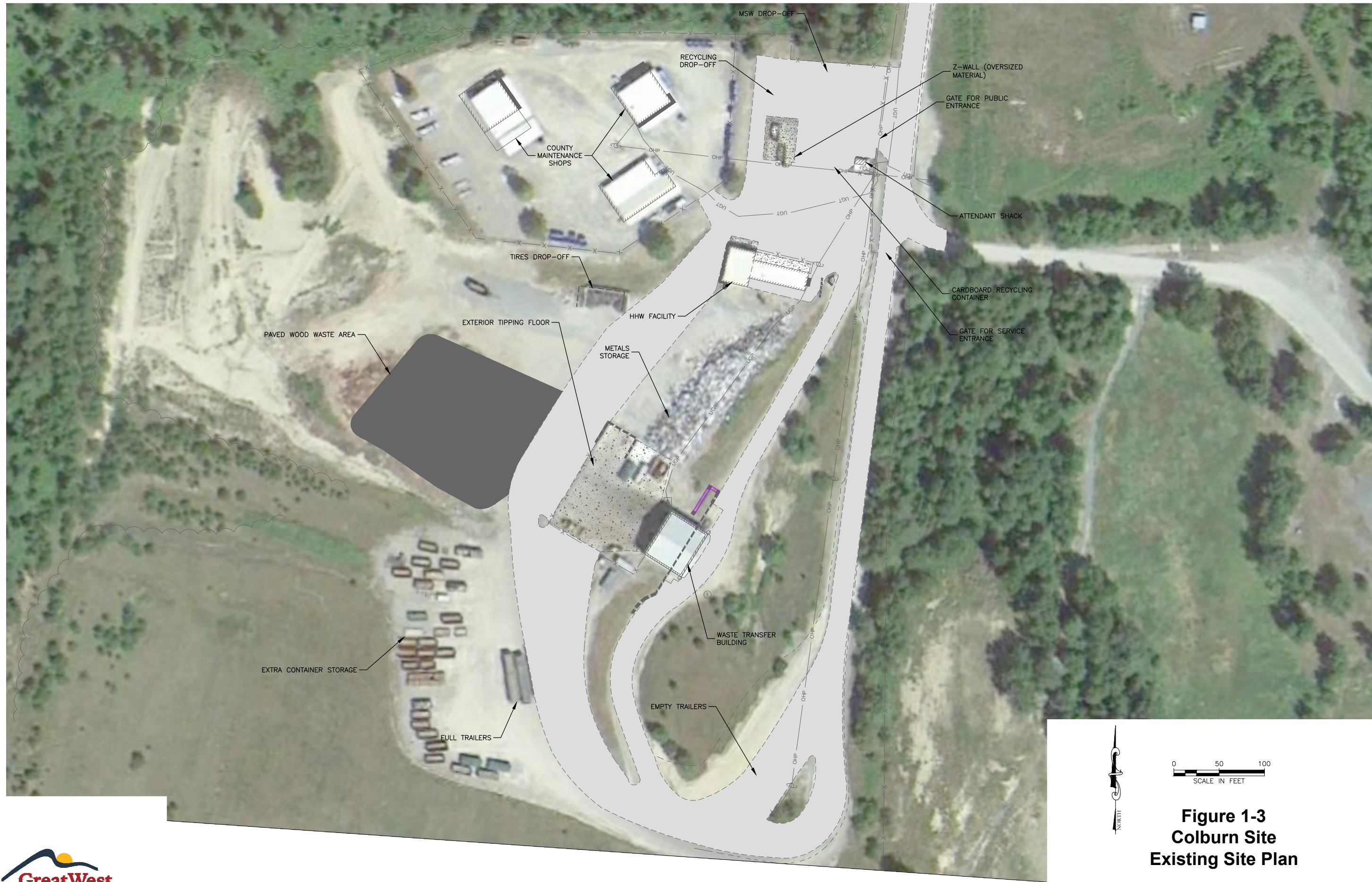


Figure 1-2. Bonner County Solid Waste Collection Site Locations



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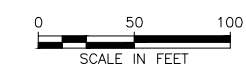
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**Figure 1-3**  
**Colburn Site**  
**Existing Site Plan**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT



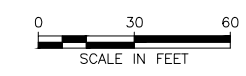
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**Figure 1-4**  
**Dickensheet Site**  
**Existing Site Plan**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT

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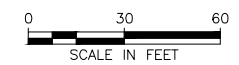


**Figure 1-5**  
**Dufort Site**  
**Existing Site Plan**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT



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**Figure 1-6**  
**Idaho Hill Site**  
**Existing Site Plan**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT



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**Figure 2-1**  
**Colburn Site**  
**Proposed Improvements**

BONNER COUNTY SOLID WASTE  
 ENVIRONMENTAL ASSESSMENT





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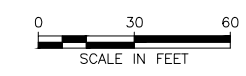
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**Figure 2-2**  
**Dickensheet Site**  
**Proposed Improvements**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT



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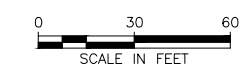


**Figure 2-3**  
**Dufort Site**  
**Proposed Improvements**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT



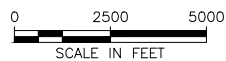
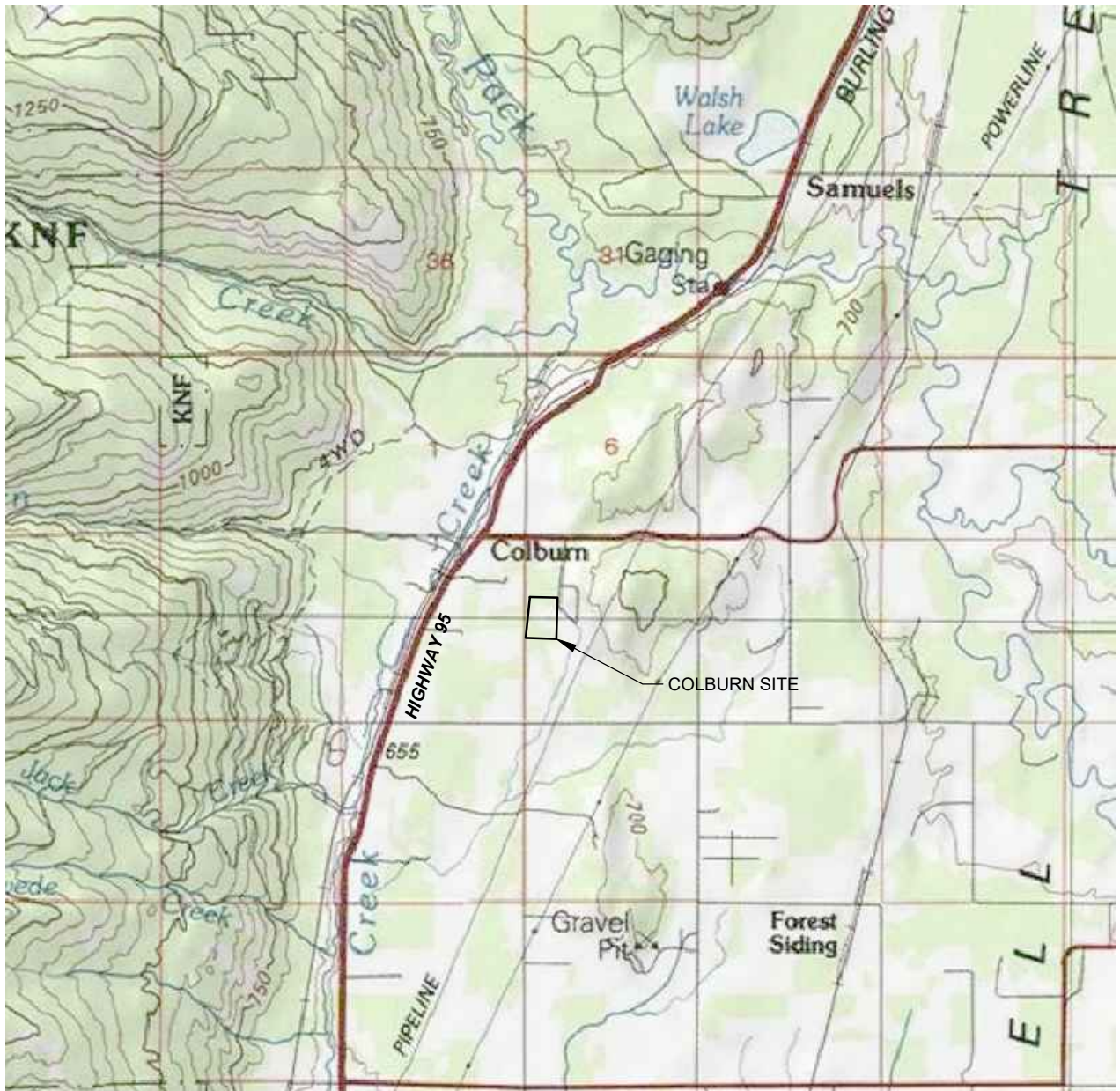
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**Figure 2-4**  
**Idaho Hill Site**  
**Proposed Improvements**

BONNER COUNTY SOLID WASTE  
 ENVIRONMENTAL ASSESSMENT

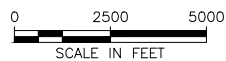
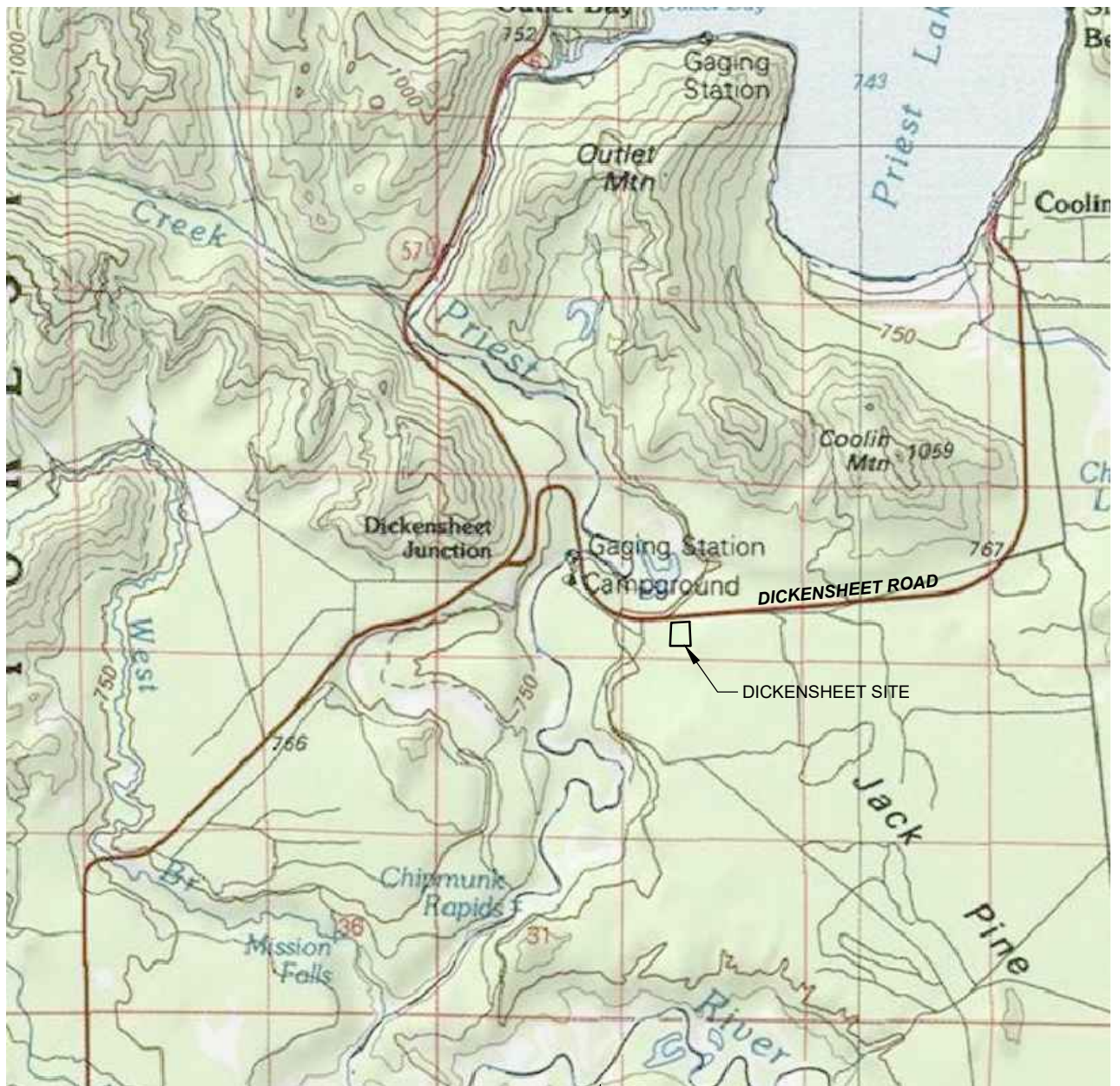




**Figure 3-1  
Colburn Site  
Location Map**



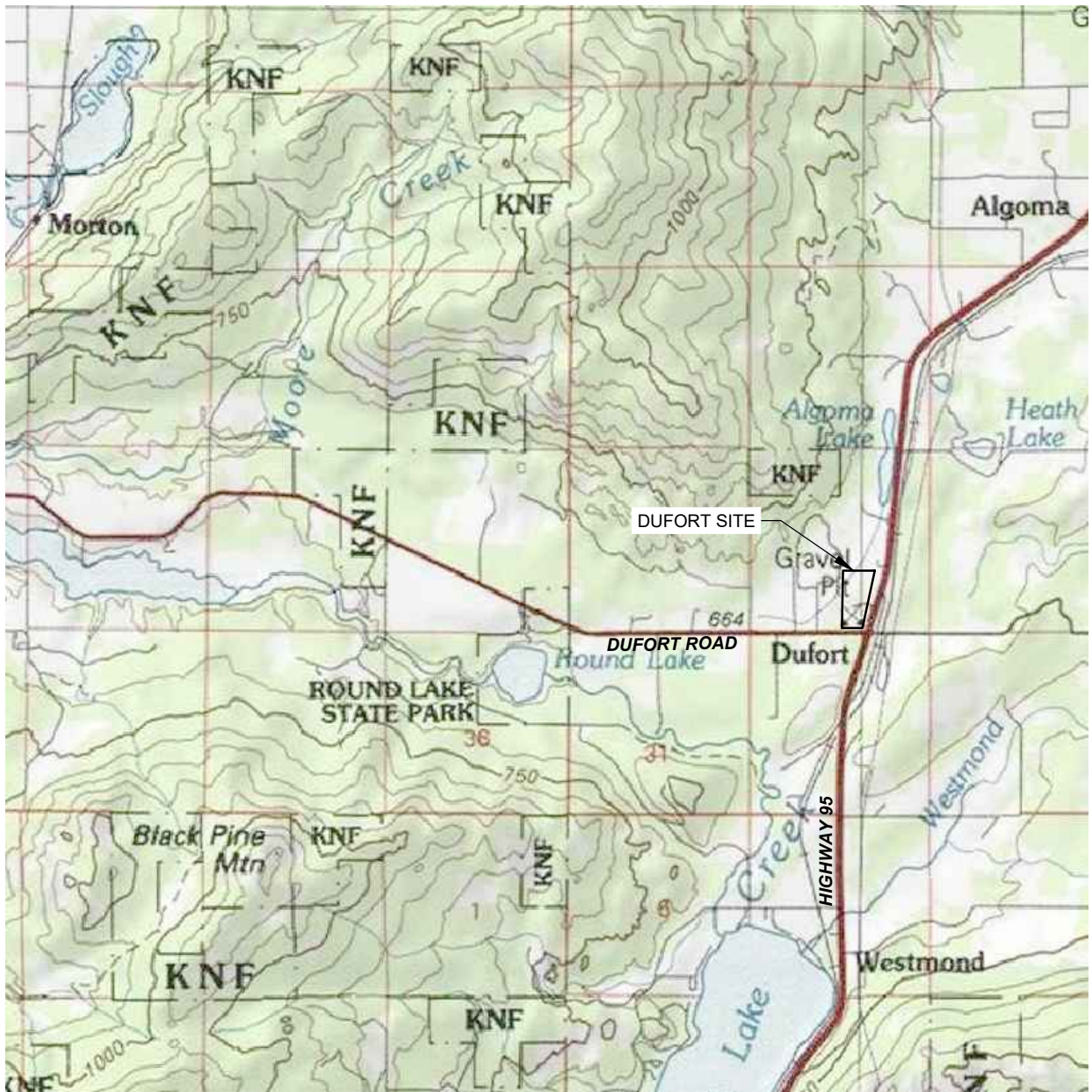
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**Figure 3-2  
Dickensheet Site  
Location Map**

BONNER COUNTY SOLID WASTE  
ENVIRONMENTAL ASSESSMENT

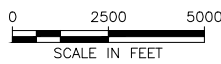
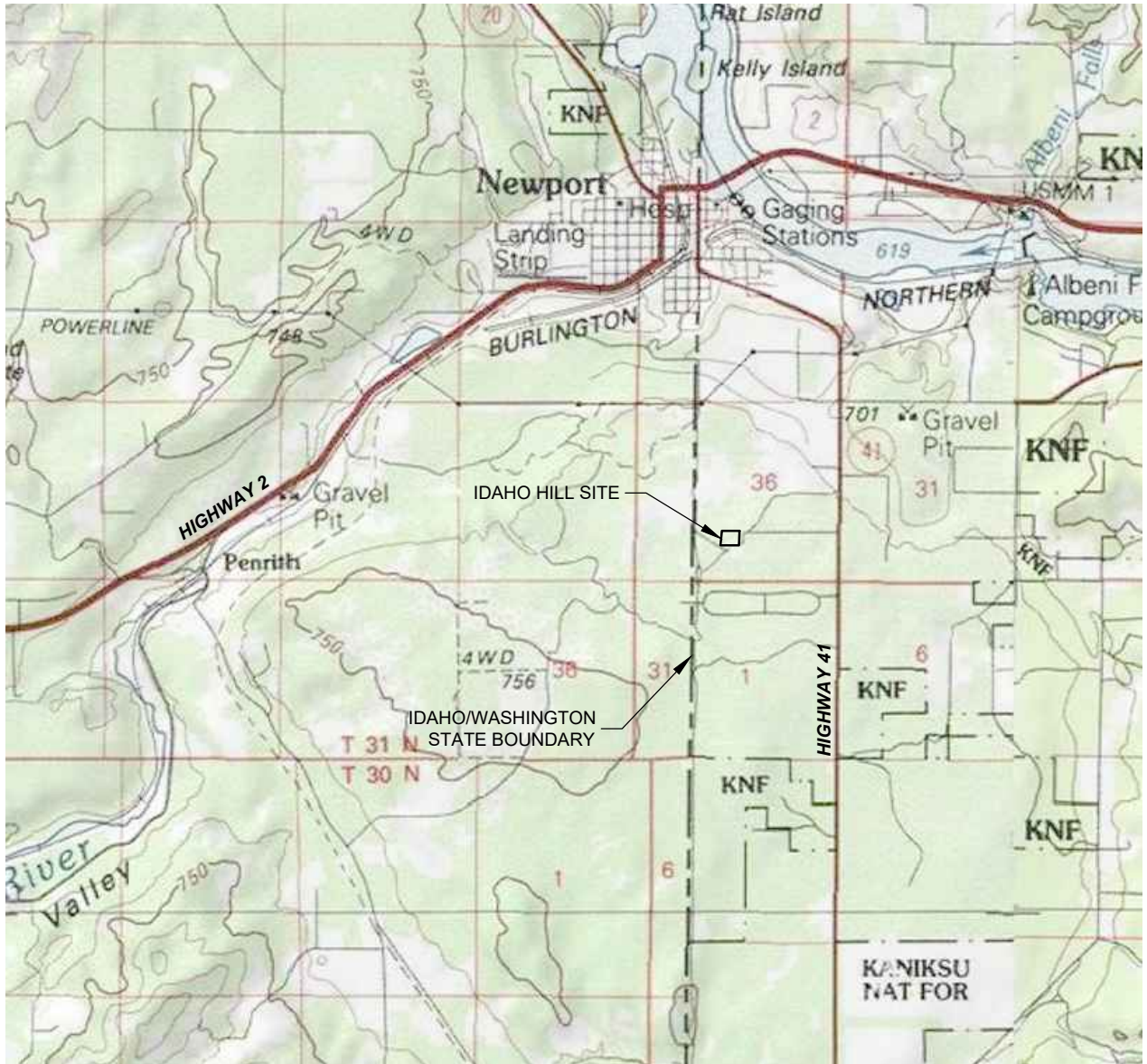




**Figure 3-3  
Dufort Site  
Location Map**







**Figure 3-4  
Idaho Hill Site  
Location Map**

