**REQUEST FOR PROPOSALS**

**25 CUBIC YARD TRASH COMPACTOR**

**INTRODUCTION:**

Southern Oregon University (SOU) requests proposals from qualified firms to supply and install a 25 cubic yard trash compactor at the SOU Grounds Department (382 Wightman Street, Ashland, OR). The compactor will be used for a variety of waste ranging from food materials to light construction debris (wood, drywall, light gage metal, plastics and general trash). The new compactor must be customized to fit an existing facility as shown on the attached site plan. SOU uses a light duty dump truck with a capacity of approximately 3 cubic yards to dump waste material into the compactor. The new compactor will have a custom hopper designed to allow SOU to continue using the current truck and loading process.

**COMPACTOR REQUIREMENTS:**

Design and Construction Features

* 25 cubic yard water tight container
* Minimum 2 cubic yard capacity charge chamber with minimum 58” wide feed opening
* Custom built hopper designed to fit existing pad and existing concrete retaining walls
* Unit connected to existing electrical panel located adjacent to the new hopper. Electrical supply is from a 70-amp, 208-volt 3-phase panel
* Provide gauge to indicate container fullness
* System shall designed to allow for easy removal, unloading and replacement of the container
* Color to be selected by Owner from manufacturer’s standard colors
* Hydraulic rear hinged gate to eliminate container turnaround when dumping box

Safety Requirements

* Unit to be Underwriters Laboratories (UL) listed
* Provide bi-fold gates with safety interlock switch
* Provide key actuated start switch and emergency stop button per State of Oregon code requirements
* Compactor shall comply with all OR-OSHSA requirements

Installation Requirements

* Installation shall comply with all State of Oregon and City of Ashland code requirements. Compactor installer to secure an electrical permit for the City of Ashland and schedule required inspections(s)
* Provide on-site Owner training on the operation, maintenance and safety features
* Provide a minimum 1-year complete parts and labor warranty on the entire installation.
* Proposer shall respond on site within 48 hours of call for warranty service.

**PROJECT TIME LINE:**

June 6, 2012 RFP Release Date

June 8, 2012 Voluntary Pre-proposal Meeting on Site for Interested Firms at 1:00 PM

June 9, 2012 Written Questions due from Proposers by 4:00 PM

June 9, 2012 Owner's Written Response to Questions

**June 13, 2012 Proposals Due by 4:00 p.m.**

June 14, 2012 SOU Review of Proposals and Notice of Intent-to-Award

June 15, 2012 SOU to issue Purchase Order to successful proposer

July 22, 2012 Installation complete

**SUBMITTAL REQUIREMENTS:**

Submit proposal on the Company’s standard proposal form signed by an officer of the company. **Attach complete specifications for the compactor model proposed for installation**. Submit proposals to Southern Oregon University, c/o Drew Gilliland, Director of Facilities, 351 Walker Avenue, Ashland OR 97520 by **4:00 p.m. on June 11, 2012**. Proposals may be emailed to: Gilliland@sou.edu.

**PROPOSAL EVALUATION:**

Proposals will be evaluated on a combination of cost and quality. Consideration will be given features such as metal thicknesses, type of construction, electrical/mechanical components and extended warranties on components and labor.

**QUESTIONS FROM PROPOSERS**

Questions or requests for clarification from Proposers regarding this Request for Proposals shall be directed to Leon Crouch, FMP Maintenance Supervisor, 351 Walker Avenue, Ashland, OR 97520, e-mail: crouchl@sou.edu by 4:00 PM June 7, 2012. Any change or modification to the procurement process will be in the form of an addendum to this RFP. Addenda, if required, will be posted on the OUS website on June 8, 2012.

End of RFP