

OKLAHOMA ENVIRONMENTAL MANAGEMENT AUTHORITY

**P.O. DRAWER 189 – EL RENO, OK 73036
(405) 262-0161 – fax (405) 262-2523**

PUBLIC NOTICE

The Oklahoma Environmental Management Authority will receive sealed bids at 1505 S. Rock Island (P.O. Drawer 189, if mailing), El Reno, OK 73036, until 11:00 AM CST., TUESDAY, JUNE 3, 2025, for the following:

FOR TREE AND BRUSH GRINDING SERVICES

This bid will cover a period of six months from July 1, 2025, to December 31, 2025. Sealed envelopes must be marked on the front: GRINDING BID 06-03-25.

For further information contact David Griesel, General Manager, at (405) 262-0161. The Oklahoma Environmental Management Authority reserves the right to waive any informalities in the bidding, or to reject any and all bids, whichever is in the best interest of the Oklahoma Environmental Management Authority.

TRUSTEES

**Chairman, Timothy Rooney, Mustang ♦ Vice Chairman, T.J. McCullough, Jr, Union City
Calumet, Kelly Stewart ♦ County Commissioner, Tomas Manske ♦ El Reno, Matt Sandidge
Jeff Sadler, Okarche ♦ Piedmont, Ron Cardwell ♦ Yukon, Rick Cacini
General Manager, David Griesel**

Request for Proposal

Grinding Services

Overview

Organic materials such as brush, leaves, limbs, and similar debris are collected at two locations:

- **OEMA Landfill:** 20435 SW 29th Street, Union City, OK 73090
- **Mustang Collection Site:** 540 W. SW 59th Street, Mustang, OK 73064

Periodically, these materials will require grinding or chipping. While grinding services are currently anticipated twice per year, this frequency may increase based on material volume.

Scope of Work

The selected contractor shall provide all necessary labor, equipment, and materials required to perform the grinding of brush and debris at the designated sites. Both OEMA and the contractor will jointly monitor and track the volume of material processed, measured in cubic yards.

Work Schedule & Access

- Contractors will have access to both sites Monday through Friday, 7:00 AM to 5:00 PM, excluding recognized holidays.
- Grinding services must be scheduled within 30 days of OEMA's request.
- OEMA and the contractor will coordinate all scheduling.

Site Conditions & Inspections

- Bidders are strongly encouraged to inspect both sites prior to submitting a bid.
- Failure to inspect the site will not be grounds for withdrawing a bid after submission.

Service Requirements

- Grinding remains at the Mustang location must be loaded into OEMA equipment for transport.
- Grinding remains at the Union City location will remain onsite; no removal is required.
- OEMA does not guarantee that brush and wood debris will be free of metal or other non-organic material.
- Subcontracting is strictly prohibited.

Proposal Requirements

- Bidders must submit three (3) references from similar grinding service projects.
- Pricing must be submitted as an all-inclusive rate per cubic yard.
- All invoices must be accompanied by a signed log sheet confirming work performed and material quantities, verified by OEMA staff.

Insurance Requirements

Bidders must provide a current ACORD certificate of insurance with their proposal, reflecting at least the following minimum coverages:

- Workers' Compensation: Statutory limits in compliance with applicable state and federal laws.
- Comprehensive General Liability: Minimum limit of \$1,000,000 per occurrence, combined single limit for bodily injury and property damage, including premises and operations coverage.

Upon award, the selected contractor must provide OEMA with an original ACORD certificate naming OEMA as an additional insured.

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Grinding Services Log

Contractor _____

Date	Job Location (Mustang/Union City)	Cubic Yards Completed	OEMA Authorized Personnel Signature	Date Signed

All invoices must include signed Grinding Services Log(s)