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, DECEMBER 1, 2026, for the following:

FOR TREE AND BRUSH GRINDING SERVICES

This bid will cover a period of six months from January 1, 2027 to June 30, 2027. Sealed envelopes must be marked on the front: SIX MONTH BID - GRINDING.

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, Jeremy Estep • County Commissioner, Tomas Manske • El Reno, Lindsey Grigg-Moak
Okarche, JD Mueggenborg • Piedmont, Joshua Johnston • 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.

CERTIFICATE OF NONDISCRIMINATION

In connection with the performance of this contract, the vendor agrees as follows:

(A) Not to discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, or ancestry. Vendor shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, sex, age, national origin, or ancestry. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, rates of pay or other forms of compensation and selection for training including apprenticeship.

(B) In the event of the noncompliance with the nondiscrimination clause, the contract may be canceled or terminated by the O.E.M.A. Vendor may be declared by the O.E.M.A. ineligible for further contracts with said agency until satisfactory proof of intent to comply shall be made by vendor.

(C) Vendor agrees to include this nondiscrimination clause in any subcontract connected with the performance of this agreement.

(D) The vendor further certified that neither the corporate officers, nor any major stockholder,
i.e., any stockholder owning in excess often percent (10%) of said corporation, or any partner or principal is related by either affinity or consanguinity within the third degree to the Governing Body of the O.E.M.A.

I have read the above-mentioned clauses and agree to abide by its requirements.

_____
BUSINESS NAME

BY: _____
PRESIDENT/OWNER

ATTEST:

_____
SECRETARY/NOTARY PUBLIC

AFFIDAVIT FOR PAYMENTS IN EXCESS OF $1,000.00

STATE OF OKLAHOMA
COUNTY OF _____.

The undersigned architect, contractor, supplier or engineer:, of lawful age, being first duly sworn, on oath says that this invoice number _____ has been completed or supplied in accordance with the plans, specifications, orders or requests furnished by the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elect official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

_____
AFFIANT

Subscribed and sworn to before me this _____ day of _____, 20_____.

_____
NOTARY PUBLIC

My commission expires: ____ / ____ / ____.

NOTE:
A copy of this affidavit must be attached to any invoice submitted by an architect, contractor, engineer, or supplier of material in excess of $1,000.00.