

REQUEST FOR PROPOSALS (RFP)

OPERATION AND MANAGEMENT OF THE KIOWA COUNTY TRANSFER STATION

Issuance Date: October 14, 2026

Proposal Submission Deadline: 12:00 pm on November 6, 2026

Issuing Agency:

Oklahoma Environmental Management Authority (OEMA)

Attn: General Manager

P.O. Box Drawer 189

El Reno, OK 73036

1. **PROJECT OVERVIEW:** OEMA owns a solid waste transfer station in Hobart, OK. The transfer station is located on a tract of land in the Southeast Quarter (SE/4) OF Section Four (4), Township Six (6) North, Range Eighteen (18) West of the Indian Meridian, Hobart, Kiowa County, Oklahoma. OEMA is seeking competitive sealed proposals from qualified, licensed and experienced waste management firms ("Contractor") to manage, operate and maintain OEMA's transfer station.
2. **SCOPE OF SERVICES:** Contractor will lease the property, with all the improvements and appurtenances thereto, including without limitation the compactor located at the transfer station. The selected Contractor will act strictly as an independent operator. Because OEMA's permit is at stake, the Contractor will be held to the highest standard of compliance with all federal, state (ODEQ) and local environmental laws, ordinances and operating rules.
3. **TRANSPORTATION AND FINAL DISPOSAL:**
 - a. Hauling. Contractor must deliver all waste accepted at the Kiowa County Transfer Station to OEMA's landfill located approximately five (5) miles south of El Reno, Oklahoma and one-half (1/2) mile east of US Highway 81.
 - b. Disposal Cost. Contractor will pay OEMA a per ton rate that will incentivize contractor to not divert waste to a non-OEMA landfill. The rate charged will be determined by the monthly volumes delivered to OEMA's landfill.
 - i. 1- 2999 tons: \$50.00 per ton plus the state fee,
 - ii. 3000 - 3999 tons: \$45.00 per ton plus the state fee
 - iii. 4000 - 4999 tons: \$40.00 per ton plus the state fee
 - iv. 5000+ tons: \$35.00 per ton plus the state fee
4. **REGULATORY COMPLIANCE:** Contractor must operate the facility strictly in accordance with the approved ODEQ permit. OEMA personnel will have immediate access to the facility during normal business hours.

5. **FACILITY MAINTENANCE:** Contractor must perform routine maintenance on the leased facility, property and equipment at its own cost.
6. **PROPOSAL SUBMISSION REQUIREMENTS:**
 - a. Company Qualification and Experience.
 - i. A brief history of the company emphasizing experience operating municipal solid waste transfer stations or similar environmental facilities in the state of the Oklahoma.
 - ii. A list of five (5) professional references from Oklahoma municipalities or public entities.
 - b. Financial Proposal:
 - i. Contractor must specify how much per month it will pay OEMA for leasing the transfer station to include any proposed increases during the duration of the lease.
 - c. Insurance Liability and Indemnification
 - i. Commercial General Liability: Minimum if \$1,000,000 per occurrence/\$2,000,000 aggregate.
 - ii. Workers Compensation: Statutory limits as required by the State of Oklahoma
 - iii. Indemnification: The selected Contractor shall defend, indemnify, and hold harmless OEMA, its officers, agents and employees, from any and all claims, damages, losses, ODEQ fines, or enforcement actions arising directly out of Contractor's operations, negligence or failure to comply with permit conditions.
7. **TERM:** The lease and operating agreement will begin on January 1, 2027, and continue for a five (5) year. After the initial term ends, the lease can renew for additional five (5) year terms.
8. **OEMA RIGHTS AND RESERVATIONS:** OEMA reserves the right to reject any and all proposals, to waive any technicalities or informalities in the proposals received, to receive clarification or additional information from any proposer, and to select a Contractor deemed to be in the best interest of OEMA. For questions please contact: David Griesel, General Manager (dgriesel@oemaok.org) (405) 822-1031.

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 stated 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 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 _____.

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.