



DEFENSE LOGISTICS AGENCY
Disposition Services

REQUEST FOR TECHNICAL PROPOSALS
(RFTPs)
Number 15-0300

Electronic Recycling and Demanufacturing
Term Sale for Western United States

STEP ONE OF TWO-STEP SOLICITATION

August 21, 2015

EXECUTIVE SUMMARY

Defense Logistics Agency (DLA) Disposition Services is planning to offer a sales contract for the recycling of Electronic equipment that has exceeded its useful lifespan to the government. The material is located within the Continental United States (CONUS), Alaska, Hawaii, Puerto Rico and possibly the U.S. Virgin Islands. The geographic area for the West Region contract will be west of the Mississippi River to include Hawaii, Alaska and Guam. Approximate material for the West Region Contract is estimated at 20 million pounds annually. Material offered in this sale will include laptop computers, desk top computers, computer peripherals, copy machines, telephones, cell phones, and computer monitors. This list is not all inclusive as additional electronic material may be included or excluded. Some material will be DEMIL (Demilitarization) required or DEMAN (Demanufacturing) required. DEMIL required material will require government oversight to verify complete destruction and recycling has occurred.

E-recycling sales will be conducted using a Two-Step process consisting of two distinct steps: (1) Technical Proposal submission, evaluation and determined acceptability; and (2) issuance of an Invitation for Bid (IFB) only to those firms that submitted acceptable technical proposals under Step One.

Accordingly, you are invited to submit a complete technical proposal **WITHOUT BID PRICES OR BID DEPOSIT** in accordance with the Requirements and Criteria for Technical Proposals contained herein. **There are two (2) distinct requirements within this RFTP.** They are:

Requirement 1. Submit copies of Responsible Recycling (R2) certificates or copies of e-Steward certificates for those recycling facilities west of the Mississippi River, up to five (5), to be used to recycle government material. Substitutions for these certificates will not be accepted in lieu of R2 or e-Steward certificates.

Requirement 2. Given the IFB for the e-Recycling for the western United States, provide an operational plan that:

- a. Demonstrate the ability to process up to 100,000 pounds of DEMIL/DEMAN material weekly at the buyers designated DEMIL/DEMAN processing facility. In accordance with DoD manual 4160.28 Vol 3 dated June 7, 2011 (Defense Demilitarization), military electronics shall be shredded or crushed, preferably to the point of pulverization.
- b. In addition to the DEMIL/DEMAN processing requirements in the above, demonstrate the ability to process an additional 385,000 of electronic equipment at the facility(s) identified in Requirement 1.
- c. A scaled facility drawing of the DEMIL/DEMAN processing facility showing the principal recycling areas/buildings, accessibility.
- d. Plan for area surveillance/monitoring to include cameras, personnel, motion detecting devices (see note).

- e. Plan for lighting for both inside and outside the DEMIL/DEMAN area (see note).
- f. Plan for security fencing and access points to the DEMIL/DEMAN area. (see note)
- g. Plan for workspace for two government employees to include an office and administrative support (desk, chairs, lockable file cabinets, telephone, phone line with internet access, etc.). Provide drawing of office space including room dimensions.
- h. Safety plan.

(Note) Details regarding security requirements can be found in DLA manual 5200.08, Physical Security Manual dated 2011(DLAM 5200.08) and should be referenced when developing the Technical Proposal. DEMIL/DEMAN area need not be operational at time of Technical Proposal submission however, the DEMIL/DEMAN plan must be operational within 30 days of contract award. **This manual can be found at:**
<http://www.dispositionservices.dla.mil/sales/Pages/SCRAP%20AND%20SHIP%20RECYCLING.aspx>

When preparing the technical proposal, firms are cautioned to pay particular attention in providing sufficient detail to demonstrate their complete understanding of the scope of the work involved, including the requirement to comply with all federal, state, and local laws and regulations. The technical proposal shall be detailed, specific, and address each requirement contained within this Request for Technical Proposal.

The RFTP submission does not bind the Government and does not in any way commit the Government to pay for any costs incurred in the preparation and submission of the proposal. The RFTP does not commit the Government to contract for the property described in draft IFB 15-0300. Proposed contractual requirements (i.e., terms and conditions) will be contained in the final IFB issued under Step Two. Draft IFB 15-0300 is currently provided for information purposes only.

Each firm shall submit two copies of their technical proposal to:

DLA Disposition Services
Hart-Dole-Inouye Federal Center
ATTN: Mr. Tim Cronk, J-422 (Room 2-4-30)
Or email Timothy.Cronk@dla.mil
74 North Washington
Battle Creek, MI 49037

**Acceptable formats are paper or PDF via email or disk.
Your technical proposal must be received no later than 09:00am (EST) on September 17, 2015.**