

Request for Proposals / Quotes

Deconstruction and site cleanup of a former auto dealership building in Van Meter, Iowa.

Bids are due 3:00 PM Wednesday, January 9, 2013

On Monday, January 14, 2013, City Council is to select a bidder which whom to continue future negotiations. Note that final award of contract(s) is subject to successful award of funding from the Iowa Department of Natural Resources.

1. BACKGROUND

The City of Van Meter acquired a former auto dealership building located at 416 West Street in Van Meter. This building, which was built in 1910, is two stories and made of block and wood construction. The building has been vacant for at least five years and has undergone no care and maintenance in that time. The City has a vision of using this large corner lot property for a future community building or for retail and office development. Van Meter, located in southeast Dallas County and with a population of over 1,000, is a growing and progressive community. The building is an estimated 11,088 square feet in area and is projected to yield 554 tons in total waste.

2. PROJECT DESCRIPTION

The City of Van Meter is applying for a grant from the Iowa Natural Resources to deconstruct the building at this location.

The successful bidder shall be responsible for performing “green deconstruction” and removal of any or all buildings and structures on or under the site, including but not limited to buildings, tanks, towers, utility poles, foundations, slabs, fences, subsurface sewer lines and tanks, and closing and/or capping of water wells as specified in a final contract to be negotiated between the bidder and the City.

The deconstruction will include the following work to be completed by the contractor:

- Complete a thorough walk-through with possible third parties, including the City’s waste hauler and recycler, to identify diversion tactics and destinations. A thorough audit of building materials and building contents along with identification of markets for harvested items shall be required.

- Develop a debris management plan to ensure that deconstruction does not cause excessive dust and noise to surrounding property owners and residents.
- Secure the site to prevent injuries to the public with proper signage and temporary fencing.
- Maintain appropriate bins and contained areas for landfilled waste, recyclables, and other materials to be collected by third parties, such as farmers and others who will arrive to pick up materials previously designated on site.
- Coordinate work schedules and tasks with the contractors to be hired for asbestos removal and Phase I and/or Phase II environmental assessments.
- Collaborate with professionals at the Iowa Department of Natural Resources (IDNR) and Iowa Waste Exchange (IWE) on possible diversion methods.
- Weigh all materials removed from the site and provide complete written records of materials by type, quantity, and weight along with destination (name and address), including reuse, recycling, and landfilling.
- Contract with third parties to complete the project as needed.
- Deconstruct the building with attention to the following priorities in mind: a) first reuse, b) second recycle, and c) third landfill.
- Grade and seed with a healthy grass mixture the site when debris is removed.

3. GOALS

The City of Van Meter seeks to achieve a 75% diversion goal. This means contractors that bid on the property shall be willing and able to divert 75% of the weight of the building and contents as a whole and will prove such diversion through detailed records as described in Section 2. Diversion shall mean the proper removal from the site and disposal through reuse, recycling, or other lawful use other than landfilling. No more than 25% of the weight of the building and contents shall be landfilled.

4. ELIGIBLE RESPONDENTS

Proposals are invited from the following organizations:

- Environmentally conscious vendor who will look holistically at the property and develop a comprehensive plan for use of each type of material, using creativity to find unique destinations of materials.
- Contractors with recent experience in deconstruction and demolition and that have proper equipment.
- Contractors that are registered with the Iowa Workforce Development Contractor Registration program.
- Those who are able to demonstrate the capacity to complete the project on schedule.
- Those who are knowledgeable and proficient in the techniques to detach and remove reusable components from buildings without jeopardizing their structural integrity or worker or public safety.

- Those who are knowledgeable and proficient in the detachment and removal of reusable components from buildings and structures without damage that would impair their future usability and/or marketability.
- Those who can accurately identify building components re-use values.
- Those who have or will obtain adequate hazard insurance in an amount satisfactory to the City of Van Meter.

A general contractor can contract with subcontractors to perform certain work elements, but the general contractor shall be responsible for the material weighing and diversion recording requirements.

5. PROPOSAL CONTENT

Content of the proposal shall include the following in order, with a maximum proposal size of 10 pages.

- Contractor or vendor profile: Name, address, phone number, year established.
- Information about the overall makeup of the project team, including the identity of all key personnel, a description of key responsibilities and duties, and a description of experience with green deconstruction, and a statement of what makes the team qualified.
- Information about any consultant to be hired as part of the project team, including name, address, phone number, and description of the roles and qualifications of the consultant(s).
- Description of the project plan that includes the following:
 - Potential work schedule
 - Description of measures to protect the public from debris, odors, and dust from the site and to ensure people cannot access the site during work (including hours when work is not being performed).
 - How and/or where each type of material expected to be removed from the site will potentially be reused, recycled, sold or otherwise disposed of (See Section 8 for the list).
 - Permits that will likely be needed and the requirements for obtaining each.
 - Estimated cost to be charged to the City for the project.
- References of clients for whom the bidder and consultants have provided similar services. Include name, title, company or agency and telephone number for each reference.
- Previous experience with the City of Van Meter in the past, if any.
- Additional information the respondent believes to be relevant to the selection efforts.
- Copy of insurance certificate showing current insurance for the type of work being performed.

6. SUBMISSION REQUIREMENTS

Each bidder is to:

- Provide six (6) signed full proposal that includes the items listed in Section 5.
- Submit the proposal in a sealed envelop to the City Hall by the proposal deadline.
 - City of Van Meter: 505 Grant St., Van Meter, Iowa 50261-0160
- Proposals can be delivered via US mail, a parcel delivery service, or in person. Office hours are 8 AM-4 PM, Monday-Friday.
- Questions about the City and the RFP shall be directed to:
 - Jake Anderson, City Administrator, City of Van Meter, 505 Grant Street, Van Meter, Iowa 50261 or 515.996.2644. Email: janderson@cityofvanmeter.com.

The City is not responsible for the costs incurred by any and all respondents in preparing and submitting a proposal.

7. LIMITATIONS

This proposal is for the deconstruction of the building. Work will be performed following a Phase I environmental study and the removal of previously identified asbestos-containing materials (ACMs). See ACM inspection report following this RFP. The successful bidder will not be required to handle materials that have known environmental hazards.

The contactor or vendor selected for this project shall be responsible for safety of all those on the site during the contract period.

The contactor or vendor selected for this project make keep all income obtained from the sale of salvageable materials.

Change orders may be required if, during deconstruction, there are significant changes in markets and other anomalies that make it impossible to perform the work as proposed.

8. MATERIALS ON SITE

We have identified the following building contents/fixtures:

- Appliances/electronics
- Cardboard/paper
- Metals (automobile parts, oil burners, nuts, nails, chairs, pails, cabinets, etc.)
- Tires
- Wood (furniture, desks, paneling, cabinets, doors, and fixtures) (Note: Lead content on some painted surfaces has not been determined. A visual inspection indicates very little of the painted surfaces contain lead paint.)
- Carpeting
- Tanks

- Porcelain
- Glass

Building Structure:

- Concrete (foundation and brick)
- Limestone veneer (building face)
- Wood (framing and doors)
- Metal (roof, beams, window panels)
- Red brick
- Painted brick (Note: Lead content on some painted surfaces has not been determined. A visual inspection indicates very little of the painted surfaces contain lead paint.)

Note that any brick that contains elevated lead levels must be landfilled. Proper testing of lead paint surfaces will be required during contract negotiations.

9. PREBID TOUR

If a bidder wishes to look at the project site prior to submitting a proposal, please contact the City by December 20, 2012, to arrange for a tour.

10. SELECTION PROCESS

Each complete proposal will be scored by the City Council of Van Meter based on the following scoring criteria:

- Estimated bid price (25 points).
- Qualifications, including quality deconstruction references (20 points).
- Proposal indicates understanding of the process, the deconstruction concept, and potential diversion techniques (20 points).
- Timeliness of work (15 points).
- Evidence of readiness and maintenance of proper equipment and safety practices (10 points).
- Previous experience with the City of Van Meter (10 points).

There will be no interviews of or pre-bid meetings.

The City will open bids and ensure all materials are supplied and bids are complete. The City Council will publicly score proposals at the City Council meeting January 14, 2013. The City will issue a notice to all bidders of pending award and rejection following this meeting. The City will, if a grant from the IDNR is awarded, begin negotiations to sign a contract for the deconstruction work with the successful bidder.

11. TIMEFRAME OF PROJECT

We anticipate the project will proceed as follows with the successful bidder.

- IDNR Derelict Building Grant award: May 2013
- Award of contracts: June 2013
- Phase I study and removal of asbestos and other hazards (not part of this contract): July 2013
- Site preparation, finalization of markets: July 2013
- Deconstruction: August 2013 – May 2014
- Seeding and leveling soil: June 2014
- Contract inspections and closeout: July-August 2014

12. BIDDER WARRANTY

Bidders warrant that all information provided by them in connection with their proposals is true and accurate to the best of their knowledge.

13. RFP ATTACHMENTS

- Asbestos inspection report
- Sample Waste Management Plan
- Sample Waste Management Progress Report

COMMERCIAL PROPERTY

416 WEST STREET

VAN METER, IA



INSPECTED BY: DAVID LESTER
IOWA LICENSE: 10-67281
LICENSED ASBESTOS INSPECTOR FOR THE STATE OF IOWA

- I. INDEX
 - A. ASBESTOS INSPECTION REPORT DATA FOR 416 WEST STREET
 - 1. LOCATION
 - 2. CONTACT PERSONS
 - 3. DATE OF INSPECTION
 - 4. FIRM PERFORMING INSPECTION
 - 5. NAME OF ACCREDITED INSPECTORS
 - 6. LAB USED FOR ANALYSIS OF BULK SAMPLES
 - 7. BULK SAMPLE ANALYST
 - 8. BULK SAMPLE COLLECTOR
 - B. INSPECTION NOTES
 - C. SUMMARY OF ASBESTOS CONTAINING BUILDING MATERIALS
 - D. INSPECTION SUMMARY
 - E. BULK SAMPLE ANALYSIS RESULTS

A. ASBESTOS INSPECTION REPORT DATA FOR 416 WEST STREET

1. LOCATION

Commercial Property
416 West Street
Van Meter, IA

2. CONTACT PERSON

City of Van Meter
Jake Anderson
PO Box 160
Van Meter, IA 50261

3. DATE OF INSPECTION

December 21, 2010

4. FIRM PERFORMING INSPECTION

Ames Environmental, Inc.
P.O. Box 661
410 Main Street
Slater, IA 50244
515-685-2299

5. NAME OF ACCREDITED INSPECTOR PERFORMING ASSESSMENTS

David Lester State of Iowa License 10-67281

David D Lester - 890
Accredited Inspector

12/29/10
Date

6. LABORATORY USED FOR BULK SAMPLE ANALYSIS

EMSL Analytical
2001 East 52nd Street
Indianapolis, IN 46205
(317) 803-2997

Ames Environmental, Inc.

ASBESTOS LICENSE NO.: 10-57276
 10-67182
 10-67290
 EXPIRATION DATE: 12/31/2011
 12/31/2011
 12/31/2011
 NAME: DAVID LESTER
 ADDRESS: 11508 NW 15TH ST
 CITY STATE ZIP: POLK CITY IA 50226



MES certifies that

DAVID LESTER AMES ENVIRONMENTAL, Asbestos Inspector and Management Planner Annual Review

has successfully completed and passed the associated examination for course accredited by the State of Missouri and conducted in accordance with the requirements of 40 CFR 763. The person receiving this certificate has completed the required training for asbestos certification under TSCA Title II.

Course Date: December 1, 2010
 Examination Date: December 1, 2010
 Expiration Date: December 1, 2011
 Course Location: Nelson Park, Slater, IA
 Certificate Number: IAVIAEI10853

David D. Lester
 Director of Training
 410 Main Street
 Slater, IA 50244
 515-685-2299

A. ASBESTOS INSPECTION REPORT DATA FOR 416 WEST STREET (CONTINUED)

7. BULK SAMPLE ANALYST

Margaret Phillips

8. BULK SAMPLES COLLECTED BY:

David Lester State of Iowa License 10-6728I

David D. Lester - BGD
Accredited Inspector

12/29/10
Date

B. INSPECTION NOTES FOR 416 WEST STREET

The commercial property at 416 West Street is a two-story structure.

The interior and exterior of this property were inspected on December 21, 2010. Destructive sampling techniques were not used to gain access above ceilings, below floors, or into walls. A representative number of samples were collected from suspect asbestos containing building materials.

Please be advised that the EPA recommends that point count analysis be performed on floor tile that is determined to be non-asbestos by standard Polarized Light Microscopy.

C. SUMMARY OF ASBESTOS CONTAINING BUILDING MATERIALS

Thermal System Insulation

The Aircell insulation was determined to contain asbestos.

Nonfriable Miscellaneous Material

The exterior caulk on the north windows was determined to contain asbestos. The gray tar on the NW shed exterior was determined to contain asbestos. The exterior west window glaze and caulk windows were determined to contain asbestos. The black tar was determined to contain asbestos. The top layer of the built-up roof was determined to contain asbestos.

All materials similar in appearance, color or texture to those determined to contain asbestos must be assumed to contain asbestos throughout this building. The location if described is where the sample(s) was collected during our inspection.

D. INSPECTION SUMMARY FOR 416 WEST STREET

Thermal System Insulation

The suspect material in this category was Aircell.

Aircell

- + The Aircell insulation was determined to contain asbestos by analysis of sample number 10L122112A.

Friable Surfacing Material

No suspect friable surfacing material was found during this inspection.

Friable Miscellaneous Material

The suspect material in this category was insulation.

Insulation

The insulation was determined to be non-asbestos by analysis of sample numbers 10L122108A, 10L122109A, 10L122113A, and 10L122114A.

Nonfriable Miscellaneous Material

The suspect materials in this category were window caulk, window glazing, rolled roofing, tar, drywall, fiberboard, and built-up roof.

Window Caulk

- + The north window caulk was determined to contain asbestos by analysis of sample number 10L122103A. The west window caulk was determined to contain asbestos by analysis of sample number 10L122107A.

The east window caulk was determined to be non-asbestos by analysis of sample number 10L122101A.

Window Glazing

- + The east window glazing was determined to contain asbestos by analysis of sample number 10L122106A.

The garage door window glazing was determined to be non-asbestos by analysis of sample number 10L122102A.

-
- + Suspect material was assumed to contain asbestos or found to contain asbestos from bulk sample collection and PLM analysis.

D. INSPECTION SUMMARY FOR 416 WEST STREET (CONTINUED)

Nonfriable Miscellaneous Material (Continued)

Rolled Roofing

The rolled roofing was determined to be non-asbestos by analysis of sample number 10L122104A.

Tar

- + The gray tar on the NW shed exterior was determined to contain asbestos by analysis of sample number 10L122105A. The black tar was determined to contain asbestos by analysis of sample number 10L122115A.

Drywall

The drywall was determined to be non-asbestos by analysis of sample number 10L122110A.

Fiberboard

The fiberboard was determined to be non-asbestos by analysis of sample number 10L122111A.

Built-Up Roof

- + The top layer of the built-up roof was determined to contain asbestos by analysis of sample number 10L122116A.

-
- + Suspect material was assumed to contain asbestos or found to contain asbestos from bulk sample collection and PLM analysis.



"Experienced. Professional. Solutions."

P.O. Box 661
410 Main Street
Slater, IA 50244-0661
800-383-3400
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www.AmesEnvironmental.com
Info@AmesEnvironmental.com

E. BULK SAMPLE RESULTS

416 WEST STREET



EMSL Analytical, Inc.

2001 East 52nd St., Indianapolis, IN 46205

Phone: (317) 803-2997 Fax: (317) 803-3047 Email: indianapolisl@emsl.com

Attn: **Kim Crosser**
Ames Environmental, Inc.
410 Main St.
P.O. Box 661
Slater, IA 50244

Customer ID: AMES50
Customer PO:
Received: 12/22/10 3:40 PM
EMSL Order: 161021646

Fax: (515) 685-2236 Phone: (515) 685-2299
Project: 416 West St., Van Meter

EMSL Proj:
Analysis Date: 12/23/2010

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
10L122101A 161021646-0001	Window caulk, exterior, E Windows	White Non-Fibrous Homogeneous		100% Non-fibrous (other)	None Detected
10L122102A 161021646-0002	Window glazing, exterior, garage doors	White Non-Fibrous Homogeneous		100% Non-fibrous (other)	None Detected
10L122103A 161021646-0003	Window caulk, exterior, N Windows	Tan Non-Fibrous Homogeneous		95% Non-fibrous (other)	5% Chrysotile
10L122104A 161021646-0004	Rolled Roof	White/Black/Green Fibrous Heterogeneous	25% Cellulose	75% Non-fibrous (other)	None Detected
10L122105A 161021646-0005	Tar, Gray	Gray/Black Non-Fibrous Homogeneous	15% Cellulose	77% Non-fibrous (other)	8% Chrysotile
10L122106A 161021646-0006	Window glazing, exterior, W windows	White Non-Fibrous Homogeneous		98% Non-fibrous (other)	2% Chrysotile
10L122107A 161021646-0007	Window caulk, exterior, W windows	Tan Non-Fibrous Homogeneous		90% Non-fibrous (other)	10% Chrysotile

Initial report from 12/23/2010 09:36:21

Analyst(s)

Margaret Phillips (17)

Richard Harding, Laboratory Manager
or other approved signatory

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Samples analyzed by EMSL Analytical, Inc. 2001 East 52nd St., Indianapolis IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262



EMSL Analytical, Inc.

2001 East 52nd St., Indianapolis, IN 46205

Phone: (317) 803-2997 Fax: (317) 803-3047 Email: indianapolislaboratory@emsl.com

Attn: **Kim Crosser**
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410 Main St.
P.O. Box 661
Slater, IA 50244

Customer ID: AMES50
Customer PO:
Received: 12/22/10 3:40 PM
EMSL Order: 161021646

Fax: (515) 685-2236 Phone: (515) 685-2299
Project: 416 West St., Van Meter

EMSL Proj:
Analysis Date: 12/23/2010

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
10L122108A 161021646-0008	Duct Insulation	Yellow Fibrous Homogeneous	95% Min. Wool	5% Non-fibrous (other)	None Detected
10L122109A 161021846-0009	Batt Insulation	Tan/Black/Yellow Fibrous Heterogeneous	15% Cellulose 70% Min. Wool	15% Non-fibrous (other)	None Detected
10L122110A 161021646-0010	Drywall	Tan/White Fibrous Heterogeneous	30% Cellulose 5% Glass	0% Non-fibrous (other) 65% Gypsum	None Detected
10L122111A 161021646-0011	Fiberboard	Tan Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (other)	None Detected
10L122112A 161021646-0012	Air cell	Tan Fibrous Heterogeneous	15% Synthetic	25% Non-fibrous (other)	60% Chrysotile
10L122113A 161021646-0013	Attic Insulation	Gray Fibrous Homogeneous	95% Min. Wool	5% Non-fibrous (other)	None Detected
10L122114A 161021646-0014	Foam Insulation	Tan/White Non-Fibrous Homogeneous		100% Non-fibrous (other)	None Detected

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Attn: **Kim Crosser**
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Received: 12/22/10 3:40 PM
EMSL Order: 161021646

Fax: (515) 685-2236 Phone: (515) 685-2299
Project: 416 West St., Van Meter

EMSL Proj:
Analysis Date: 12/23/2010

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
10L122115A 161021646-0015	Tar, black	Black Non-Fibrous Homogeneous		92% Non-fibrous (other)	8% Chrysotile
10L122116A 161021646-0016	Built-up roof, top layer	Black Fibrous Heterogeneous		97% Non-fibrous (other)	3% Chrysotile
10L122117A 161021646-0017	Built-up roof, 2nd layer	Black Non-Fibrous Homogeneous	20% Cellulose	80% Non-fibrous (other)	None Detected

Initial report from 12/23/2010 09:36:21

Analyst(s)
Margaret Phillips (17)

Richard H. Harding
Richard Harding, Laboratory Manager
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APPENDIX G

SAMPLE WASTE MANAGEMENT PLAN

Company: Iowa's Best Construction Company
 Project: Iowa's Best Building, Everytown, Iowa
 Designated Recycling Coordinator: Mr. Field O'Dreams

Waste Management Goals:

- This project will recycle or salvage for reuse XX percent [e.g. 75 percent] by weight of the waste generated on-site.

Communication Plan:

- Waste prevention and recycling activities will be discussed at each safety meeting.
- As each new subcontractor comes on-site; the recycling coordinator will present him/her with a copy of the Waste Management Plan and provide a tour of the recycling areas.
- The subcontractor will be expected to make sure all their crews comply with the Waste Management Plan.
- All recycling containers will be clearly labeled.
- Lists of acceptable/unacceptable materials will be posted throughout the site.

Expected Project Waste, Disposal, and Handling:

MATERIAL	QUANTITY	DISPOSAL METHOD	HANDLING PROCEDURE
Asphalt from parking lot	100 tons	Ground on-site, reuse as fill	
Wood Framing	6 tons	Recycle – ABC Recycling	Separate “clean wood” in clean wood bin
Decorative Wood Beams	300 bd Ft	Salvage – Habitat for Humanity ReStore Remove by hand, store on-site, palletize for pickup	
Remaining Materials	8 tons	Landfill – ABC County Landfill	Dispose in Trash Dumpster

Construction Phase

MATERIAL	QUANTITY	DISPOSAL METHOD	HANDLING PROCEDURE
Concrete	2 tons	Recycle – ABC Recycling	Rebar OK
Forming Boards		Reuse as many times as possible then recycle – ABC Wood Recycler	Stack next to supply of new form boards for reuse. Recycle clean unusable forms in wood recycling bin
Clean Wood Scrap	12 tons	Scraps reused for formwork, fire breaks, etc. Remaining recycled – ABC Wood Recyclers	Stack reusable pieces next to saw for reuse. Place unusable clean wood in wood recycling container
Scrap Metal	5 tons	Recycle – ABC Metal Recyclers	Deposit all metal in metal container
Drywall	10 tons	Subcontractor will recycle and submit receipt	Either provide container or collect in vehicle for recycling
All other wastes	14 tons	Landfill – ABC Landfill	Dispose of in trash dumpster

APPENDIX H

WASTE MANAGEMENT PROGRESS REPORT

Material Category	Disposed in Municipal Solid Waste Landfill	Diverted from Landfill by Recycling, Salvage or Reuse		
		Recycled	Salvaged	Reused
1. Asphalt (cu yds)				
2. Concrete (cu yds)				
3. Porcelain Plumbing Fixtures (lbs)				
4. Ferrous Metals (lbs)				
5. Non-Ferrous Metals (lbs)				
6. Wood (lbs)				
7. Glass (lbs)				
8. Clay Brick (lbs)				
9. Bond Paper (lbs)				
10. Newsprint (lbs)				
11. Cardboard (lbs)				
12. Plastic (lbs)				
13. Gypsum (lbs)				
14. Paint (gal)				
15. Insulation (lbs)				
16. Other (insert description)				
Total (In Weight) _____		Total (In Weight) _____ Percentage of Waste Diverted _____ % (Total Waste/Total Diverted)		