

WINSTON-SALEM / FORSYTH COUNTY UTILITIES

Request for Letters of Interest

for

for Scrap Tire Collection, Removal and Processing Services

LOI2672

issue date: 10/7/2025

Proposals shall be complete and comply with the requirements listed herein.

SUBMISSION DEADLINE: Submit proposals electronically in PDF format only by **12:00 pm, October 28, 2025** to the email address bids@cityofws.org. Responses received after this date and time will not be considered.

Winston-Salem/Forsyth County Utilities (WSFCU) is seeking letters of interest for the operation of a scrap tire collection center, located within the City of Winston-Salem, to provide the citizens of Forsyth County scrap tire recycling and disposal services.

These two pages comprise the complete document. For questions, contact Jessica Ferris-Irick at jessicafi@cityofws.org. Questions must be received in writing by the stated deadline, and answers will be shared with other responders.

This LOI will in no manner be construed as a commitment on the part of the City to award a contract. The City reserves the right to reject any or all applications; to re-advertise this LOI; to postpone or cancel this process; and to modify the LOI schedule at any time.

The City intends to use the information collected from, and questions from interested parties regarding, this LOI solicitation to prepare a Request for Proposals, which will be the vehicle used to award a contract.

Jessica Ferris-Irick
Purchasing

General Description of Scope of Services:

WSFCU desires to continue the operation of a scrap tire collection center, located in the City of Winston-Salem, to serve the citizens of Forsyth County. The purpose of the services is to provide scrap tire collection in 40-foot trailers at Hanes Mill Road Landfill, located at 325 W. Hanes Mill Road, Winston-Salem, NC 27105 (the Landfill), as well as other select locations within Forsyth County. The services also include labor to load the tires into closed- top trailers as the tires are received at the facility, and transporting and processing of scrap tires to an appropriately permitted facility in accordance with all applicable regulations. This Request for Letters of Interest is intended to identify professional contractors that have the knowledge, desire, ability and experience to operate such a collection center under contract with WSFCU.

Background:

The collection and diversion of scrap tires is a best practice that prevents illegal disposal of tires and prevents them becoming a fire hazard or a breeding site for mosquitoes. Scrap tires are banned from landfill disposal and units of local government are required by the NC General Statutes to establish collection sites for the tires. Examples of materials to be collected include: passenger tires, off the road tires and truck tires. A permanent, year-round scrap tire collection facility is located at the Landfill, with additional trailers located at various tire dealer locations within Forsyth County.

Format for Submission of a Letter of Interest

All Letters of Interest should be limited to eighteen (18) pages including any cover sheet but excluding any blank pages. As a sustainability practice, only electronic proposals in PDF format are to be submitted to bids@cityofws.org prior to the deadline of **12:00 pm, October 28, 2025**. Any questions about this request must be received in writing by **5:00 pm, October 20, 2025**.

Letters Should Include

- Expression of firm's interest in executing the work;
- Summary of information contained within the full letter of interest, including an email address and telephone number for the company's primary contact person; and
- Any exceptions taken to project requirements and scope of services contained herein.

Scope of Service:

A potential contractor responding to this Request should demonstrate the ability to operate the collection site at the Landfill as described above. The contractor will provide up to 4 trailers at all times at this location, physical labor required to load the tires, transportation from the Landfill to a properly permitted facility, and appropriate processing of the tires at that facility. Tires received at the facility will be accepted, screened, identified, stored, packaged, transported, recycled and/or disposed entirely by the contractor in accordance with applicable general statutes, regulations and rules. The Landfill will be open to the public for the collection of tires a minimum of five days per week; 8 hours per day. Due to the quantity of tires generated within the County, the service provider is also required to have the ability to place trailers at high volume tire dealers throughout Forsyth County.

The average quantity of scrap tires accepted in the recent past ranges from 6000 to 7000 tons annually.

Any potential contractor is responsible for identifying appropriate management options for each type of tire accepted. The expectation is to reuse or recycle as much of the material as possible. Contractor is solely responsible for obtaining all required permits and complying with all pertinent environmental regulations, rules, statutes and permit conditions. Performance bonds, indemnification and/or insurance/environmental liability coverage may be required to cover potential environmental incidents. Technical assistance, customer service and public relations messaging will be required to assist the public in determining the appropriate disposal methods for various waste types. Potential responders to this Request should be able to demonstrate specific relevant experience providing similar services within North Carolina.