

REQUEST FOR INFORMATION

RFI 2025-01-003

Glass Recycling Program



CITY OF
Clemson
SOUTH CAROLINA



City of Clemson

REQUEST FOR INFORMATION

RFI 2025-01-003

GLASS RECYCLING PROGRAM

ISSUE DATE	February 5, 2025
CLOSING DATE & TIME	February 21, 2025 at 4:00 PM
	Clemson City Hall 1250 Tiger Blvd, Suite 2 Clemson, South Carolina 29631
SOLICITATION NUMBER	2025-01-003
ACCEPTANCE PLACE/AGENCY	City of Clemson Finance Department Procurement Coordinator 1250 Tiger Blvd, Suite 2 Clemson, South Carolina 29631

*** SUBMISSIONS THAT ARE HAND DELIVERED MUST BE RECEIVED AND INITIALED BY THE FINANCE DEPARTMENT.**

QUESTIONS & RESPONSES	Questions regarding this solicitation shall be received in writing via email no later than 5:00 PM on February 14, 2025. Responses will be provided via addenda no later than 5:00 PM on February 17, 2025.
CONTACT	Brandon Burton, Procurement Coordinator bburton@cityofclemson.org

Documents can be downloaded from our website: clemsoncity.org



**Clemson City Hall
1250 Tiger Blvd, Suite 2
Clemson, South Carolina 29631**

**Request for Information
RFI 2025-01-003
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Issue Date: February 5, 2025**

The City of Clemson is seeking information from responsible glass collectors and recyclers. The City is exploring cost effective and sustainable ways to continue its glass recycling program. Historically, the city has collected around 2 tons of glass per month, 25 tons of glass annually. The City would like to continue its glass collection and have a reliable avenue for residents to dispose of glass. More information can be found in Section 1.

Emailed responses will be accepted by the Clemson Finance Department located at Clemson City Hall until **4:00 PM February 21, 2025**. Submissions that are hand delivered **must** be received and initialed by the Finance Department. Submissions that are mailed in should be sent to City of Clemson Finance Department 1250 Tiger Blvd, Suite 2.

Questions regarding this RFI should be directed to Mr. Brandon Burton, Procurement Coordinator via email at bburton@cityofclemson.org and shall be received no later than **5:00 PM, Feb 14, 2025**.

THIS RFI MAY OR MAY NOT PROGRESS INTO A SOLICITATION FOR SERVICES. RESPONDING TO THIS RFI DOES NOT GUARANTEE AN AWARD OF ANY CONTRACT.

The City of Clemson reserves the right to cancel this solicitation and/or reject any and all bids in whole or in part if the City of Clemson determines that cancellation and/or rejections are advantageous to the City. Bids are legal and binding upon the Respondent when submitted. It will also be the responsibility of each respondent to obtain any addenda issued from the Procurement Office. The written solicitation documents supersede any verbal or written prior communications between the parties.

David A. Blondeau, City Administrator
City of Clemson

SECTION I- GENERAL INFORMATION

ITB 2025-01-003

Glass Recycling



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SECTION 1 -GENERAL INFORMATION

1.0 Background

The City of Clemson, the “City”, has always been committed to providing sustainable refuse options for its businesses and citizens. Currently, the City offers a drop off location for glass, plastics, steel, and aluminum. The City collects cardboard and paper on a regular basis. Unfortunately, its recycling options have begun to wane over the last few years as locations willing to accept recyclables have dwindled. One of the collection locations for glass is being shuttered and this will reduce the City’s ability to collect glass. The City is actively researching avenues to maintain its glass recycling program.

1.1 Current Operations

The City of Clemson Public Works operates both commercial and residential sanitation programs. Included in sanitation is a recycling program. Plastics, steel, aluminum, and glass are collected at the Public Works facility located at 1155 Old Central Road, Central SC 29630. Paper and cardboard products are collected weekly at both residents and business addresses. In addition to glass being collected at the Public Works facility, it is also collected at Clemson University’s “Kite Hill” location. Glass collection at the Kite Hill location will soon cease. Glass collected at both locations are transported to another neighboring government facility for processing. On average there is approximately 2-3 tons of glass collected per month.

1.2 Desired Outcome

The City would like to partner with a vendor that accepts recyclable glass. The City is open to any and all viable options. The City can continue to collect and transport to the recycling facility, provided it is within a reasonable distance from Clemson, SC. Ideally, the City would prefer the vendor transport glass from the Public Works center to the vendors recycling facility. However, we understand that glass recycling should be mutually beneficial for both parties.

1.3 How to Respond

Vendors should respond with their capabilities, current operations, and experience in glass recycling. Vendors are encouraged to respond via email to Brandon Burton, Procurement Coordinator via email at bburton@cityofclemson.org. Responses may also be delivered to Clemson City Hall at 1250 Tiger Blvd, Clemson, SC 29631 Mon-Fri 8AM to 5PM.

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