

REQUEST FOR PROPOSALS/QUALIFICATIONS
RECYCLING CENTER BUILDING
DECATUR COUNTY SOLID WASTE MANAGEMENT DISTRICT

I. PROJECT INTRODUCTION:

In accordance with IC 5-23-5, the Decatur County Solid Waste Management District (the “DCSWD”), invites any and all qualified parties to submit Proposals and Statements of Qualifications (the “RFPQ”) to develop, construct, and/or transfer improvements related to a new recycling center building (the “Project”) to be located in the district and to be developed under a public-private partnership. The purpose and intent of the Project is to provide a new public facility to fulfill the DCSWD’s responsibility to provide safe and efficient facilities for the employees and citizens of the DCSWD.

II. PROJECT SCOPE:

The selected proposer will provide all development services, site work, labor and material to develop and construct the Project. Please note that the DCSWD has already selected an architect under a separate procurement process, and therefore a designer should not be included in a response to this RFPQ. Although the DCSWD has a clear need for new facilities, the scope of the Project is not yet determined. The final Project scope will be determined through a scoping period with the selected proposer, during which the selected proposer will be required to provide site analysis, design-assist services and construction analysis to create a final scope and a guaranteed budget. The budget for the Project is anticipated to be approximately \$600,000.00. The scoping period is anticipated to be a very intense and fast-paced process, with the goal of achieving a guaranteed price by February, 2026 in order to accomplish a construction groundbreaking in Spring, 2026. Upon receiving satisfactory scoping period deliverables from the selected offeror, the DCSWD will move forward with the Project and selected offeror via resolution or ordinance at a public hearing to complete the construction and development of the Project. If (1) the selected offeror is unable to produce satisfactory deliverables including desirable budget, or (2) the DCSWD determines that the Project is not necessary or wise based on the results of the scoping period, then the DCSWD will begin a new scoping period with another proposer or cancel this RFPQ process altogether. In either event, the resulting scoping period deliverables will be solely owned by the DCSWD, and the DCSWD may use the information from the scoping period deliverables for its use and benefit.

III. PROPOSAL EVALUATION:

The DCSWD has formed a committee to review the proposals received. The criteria which will be utilized in evaluating proposals are as follows:

- Your experience developing similar projects
- Your demonstrated ability and capacity to perform the work, including your reputation as indicated by your references for performing this type of work
- Your approach to develop the Project
- Your proposed fees during the scoping period

IV. PROPOSALS

Please respond to the following requests:

- A description of the project team
- Identify at least three (3) similar public projects you have developed under IC 5-23. Include names, email addresses, and telephone numbers to be used as references relative to the listed projects.
- A proposed schedule for the Project, including proposed dates to start and complete construction, and to convey the improvements to the DCSWD. Considering the scope is not developed at this point, please provide this schedule for example purposes only. The final schedule will be determined in the scoping period as part of the selected proposer's deliverables.
- A proposed approach to the Project.
- The scoping process will be very intense and focused, in which time the selected proposer would need to prepare construction/scope analysis and a guaranteed budget sufficient for the DCSWD to make a decision on proceeding (or not) with the Project and/or with the selected proposer. Please identify fees that may be requested by your team during this process. You may offer an overall lump sum or multiple lump sums segregated by task or team member.

V. General Conditions

It should be understood that:

- The DCSWD reserves the right to reject any and all Proposals/Statements of Qualifications at its sole discretion.
- The DCSWD does not require you to submit a certified check or other evidence of financial responsibility with your proposal.
- The proposer's stated scoping period fee will be an important factor in determining the most appropriate Project team, but the Project team's qualifications and experience will be the most important factor in determining the selected proposer.
- All proposers will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. The DCSWD may enter into discussions with proposers to clarify and assure a full understanding of proposals.
- The DCSWD may refuse to disclose the contents of the Proposals/ Statement of Qualifications during discussions with eligible proposers.
- This Project is being procured under IC § 5-23, and therefore the selected proposer will not be subject to further procurement processes under IC § 36-1-12 or any other statute. However, the selected proposer will be required to provide a performance bond for 50% of the construction costs and a payment bond for 100% of construction costs per both IC § 5-23 and IC § 36-1-12.
- Proposing firms shall not contact DCSWD board members, County Commissioners, Council Council members, or any other public officials during the RFPQ process other than the RFPQ Committee's representative (the "Representative") listed below, unless authorized or directed to do so by the Representative. All correspondence and questions for this RFPQ should be directed to the Representative as follows:

Email: Kenny Hooten, khooten@decalurcounty.in.gov

- The DCSWD reserves the right to enter into a Scoping Agreement with a proposer for preliminary development services prior to the DCSWD agreeing to move forward with the Project. After the scoping period, the RFPQ Committee shall either make a recommendation to award the public-private agreement to a proposer, engage another proposer, or shall terminate the request for proposal process.
- Submittal: An electronic PDF of the Proposal/Statement of Qualifications should be emailed to:

Email: Kenny Hooten, khooten@decalurcounty.in.gov

Proposals must be received by 2:00 PM local time on January 20, 2026.

Publish on 1/6/26 and 1/13/26