



## RECYCLING EVENT SERVICE AGREEMENT

This Recycling Event Service Agreement ("Agreement") is made and entered into effect as of June 26, 2022 by and between Sauk County (the "Event Sponsor") and Resource Solutions Corp. ("Contractor").

### RECITALS

The Event Sponsor desires to retain the Contractor to recycle materials from time to time (and together with all related activities incident thereto, the "Recycling Event Service") and the Contractor desires to provide the Recycling Event Service pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, it is agreed as follows:

### AGREEMENTS

1. Recycling Event Date(s). Contractor shall perform the Recycling Event Service(s) on September 24, 2022. This agreement is for this event only. All Events require individual agreements. The Contractor shall perform the Recycling Event Service(s) in compliance with all applicable laws and in a professional and environmentally responsible manner.
2. Items to be recycled and recycling fees. The Contractor shall accept all recyclable materials as listed in Schedule A. The list will include items to be recycled at no fee, as well as a list of items that have an associated recycling fee.
3. Recycling Event Service Fees. The amount of Recycling Event Service fees and payment terms for the Recycling Event Service, as shown in Schedule A, are agreed upon by the parties.
4. Recycling Event Promotion and Responsibility. All parties agree to promote the Recycling Event(s) in a positive manner and further agree to specific promotion responsibilities as listed in Schedule A.

**RECYCLING EVENT SERVICE AGREEMENT**

5. Traffic Flow and Safety Plans. The Contractor shall provide a traffic flow map and safety plans in advance of the Recycling Event(s) to indicate the safest direction for traffic to be routed, safe handling of recyclable materials, advisement on areas for barricades / cones, and designated volunteer work areas, as well as Contractor work areas for the Recycling Event(s). Event Sponsor will be held responsible for following all traffic safety guidelines as outlined in Schedule B.  
**Event Sponsor will provide at minimum one (1) on site staff to coordinate event.**

6. Proof of Recycling. The Contractor shall cause all recyclable materials, as listed in Schedule A, to be recycled and not landfilled. The Contractor shall provide the Event Sponsor a Certificate of Recycling after processing is completed.

7. Reports. The Contractor shall provide to the Event Sponsor a report showing the materials accepted for recycling at each event and an invoice detailing any fees charged to the Event Sponsor after processing is completed.

8. Agreement Terms. This Recycling Event Service Agreement shall be effective from June 26, 2022 and continue until December 23, 2022

9. Bonded / Certificate of Insurance. The Contractor shall provide the Event Sponsor with an annual certificate of insurance and bond upon request.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date first written above.

EVENT SPONSOR

Sauk County Land Resources

By: Lisa Wilson

Sign:

CONTRACTOR

**Resource Solutions Corp.**

By: Michele Westphall

Sign:



## **SCHEDULE A**

### **1. Date and Location of Recycling Event**

Event Date: **September 24, 2022**  
Event Time: **8:30 AM - 12:00 Noon**

Event Host: **Sauk County CPZ**  
Contact Name: **Justine Bula**

Event Address: **E8795B Evergreen Ln**  
City, State, Zip: **Baraboo, WI 53913**

Billing Address: **505 Broadway St**  
City, State, Zip: **Baraboo, WI 53913**

### **2. Items to be recycled and recycling fees:**

#### **Items we will recycle with no recycling fees**

CPUs - Printers - Speakers - Scanners - Fax Machines - Vacuum Cleaners - Phones  
Laptops - Record Players - Tape Players - CD Players - I-pods - VCRs - DVD Players  
Beta Tape Players - Electrical Saws - Drills - Calculators - Paper Shredders  
Coffee Machines - Heaters - Game Systems - Sewing Machines - Electronic Toys  
Most electronic devices - unless the device contains batteries sealed within it.

**Recycling Fees: Resource Solutions staff will collect fees directly from residents the day of drop off.**

CRT / Flat Screen Monitors: \$20 Each  
CRT / Flat Screen TVs 29" and Under: \$20 Each  
CRT / Flat Screen TVs 30" to 49": \$40 Each  
CRT / Flat Screen TVs 50" and Over: \$60 Each  
Wood Console or Projection TVs [Any Size]: \$60 Each

Mini Fridges / Small AC Units / Dehumidifiers: \$20 Each  
Refrigerators / Larger Freezers: \$35 Each  
Stoves / Washers / Dryers / Dishwashers: \$25 Each  
Microwaves / Large Copy Machines: \$15 Each  
Hard Drive Removal and Destruction: \$10 Each

### **BATTERIES AND LIGHT BULBS ARE NOT ACCEPTED AT EVENTS**

**Service Fee: \$700 (without forklift) or \$500 (with forklift access)**

**Payment Terms Net 45 Days**

### **3. Recycling Event Promotion and Responsibility**

Resource Solutions Corp. can provide additional promotional materials for your recycling event. We suggest that you advertise using the following methods:  
Newsletter, Website, Facebook, Brochures, Flyers, Newsletter, Utilities Insert

If you have recommendations for advertising your recycling event, time, and items we can recycle, please send a copy to your account representative for approval.

### **4. Recycling Event Service Fees**

Since advertisement costs are associated with most events, should the Event Sponsor wish to cancel a scheduled recycling date, additional charges may be billed to the Event Sponsor for advertisement costs incurred on behalf of Resource Solutions Corp.

## SCHEDULE B

### 5. Traffic Flow Map



Enter through gate off of Evergreen Lane then circle around south, then east, then north to go to various recycling lines. Electronics/Appliances recycling will be at the end of the line. This year we intend to set up 2 lines as we have done in years past, and set up the corner as pictured above. Resource Solutions staff of 7-8 would assist with collection of any fees, unloading vehicles, packaging on site, and removal of all items same day.

### Equipment Needed

Forklift (dropped off day before the event) 4 Pallet Jacks, Barrel Carts, Furniture Dolly  
 7-8 trucks including dry vans, large item roll off dumpsters. Gaylord boxes, Skids, Stretch Wrap, Bubble wrap tape, signage, safety vests and cones, extra gloves and vests for volunteers, administrative supplies

### Recommendations for Volunteers

4-5 to help with unloading vehicles during the event

## SCHEDULE B

### Safety Guidelines

#### Vehicle Safety

Social Distancing & Mask Wearing is required, items must be placed in the trunk, bed, or trailer of the vehicle  
We will not unload vehicles where safe distancing to passengers can not be followed  
Do not stand on the side or directly behind our dumpsters or lift gates when they are being moved  
Wait until vehicles are no longer in motion and parked before attempting to unload  
One line will be established for vehicles to line up in.  
Attendees must stay in their vehicle when they arrive unless they have to unlock their trunk  
When opening vehicles, stand off to the side of the door/trunk as items may have shifted in transit

#### Volunteer Safety

Read through all safety guidelines listed in Schedule B  
We recommend wearing jeans, a T-shirt, sweatshirt, safety vest, hat, gloves, and a surgical mask  
Do not unload in close proximity to participants such as their front seat  
Practice social distancing, give yourself at least 6 feet between you and someone else  
Ask RSC staff for help with larger or heavier items  
Do not use pallet jacks, lift gates, or RSC vehicles for your safety; our staff are trained  
If an item arrives broken (i.e. broken glass, plastics, metals) please notify RSC staff to remove the item  
Do not purposely break / disassemble items at the event  
When moving items, be mindful of any cords with devices and **return all batteries to participants**  
Do not take items received from the event home with you  
Bring a few bottles of water and snacks

#### Equipment Safety

RSC staff will set up all bins and skids for each type of item we recycle  
Stand clear of pallets or gaylords being moved or wrapped by RSC staff  
Volunteers will not be allowed to operate RSC equipment  
Lift gates will be operated by Resource Solutions Corp. staff.  
Dumpster doors will be closed by RSC staff - Please stand clear  
Only RSC employees are allowed to ride on lift gates and load straight trucks

#### Material Safety

Electronics with rechargeable batteries, hard to remove batteries, or light bulbs will be **SET ASIDE**  
Do **NOT** co-mingle items with other devices. Please See RSC staff for further instructions on site

#### Communication within the line

- Step 1: Vehicle will arrive, park, and a RSC staff member will look in the vehicle
- Step 2: Once the vehicle's items have been inspected, any fees for items will be collected by RSC staff
- Step 3: Any receipts will be issued by RSC staff
- Step 4: The vehicle will be asked to pull up to be unloaded by volunteers and staff
- Step 5: As items are unloaded they will need to be placed in the designated storage bin. We ask that volunteers keep communication open and ask where things can go as they are unloading
- Step 6: If a bin is full, RSC staff will load it into our trucks and set up another bin for collection

#### Other Safety

Safety on site is our number 1 priority. If you see something unsafe - say something.

In a weather emergency we may temporarily leave an event to seek shelter or end event early.

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