



# **Mattress Collection Site Improvement Funding**

## **Request for Applications**

**Release Date:** March 2025

**Due Date:** Open until further notice

**Mattress Recycling Council Oregon, LLC**

Attn: Layla Chamberlin

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[www.mattressrecyclingcouncil.org](http://www.mattressrecyclingcouncil.org)

## **OVERVIEW AND PURPOSE**

In 2022, Oregon enacted Senate Bill 1576, the Mattress Stewardship Act (referred to as the Act) to promote and encourage the proper recycling of Mattresses at the end of their life. The Mattress Recycling Council Oregon, LLC, (MRC Inc.), whose sole owner is the International Sleep Products Association (ISPA), formed the Mattress Recycling Council Oregon, LLC (MRC), as the non-profit that will design, implement and administer the Oregon Program. Similar non-profit companies have been formed by MRC Inc. in California, Connecticut, and Rhode Island. The Program is funded by a stewardship assessment collected on the sale of all Mattresses and box springs sold in and into Oregon.

The purpose of this Request for applications is to identify Collection Sites (Applicants) that require funding for infrastructure improvements and/or equipment that will result in one or more of the following:

1. Improve the recyclability of discarded Program Mattresses by providing weather protection for collected Units
2. Result in fewer Program Mattresses being landfilled
3. Decrease Program transportation costs
4. Improve worker safety during Mattress loading activities
5. Prevent potential Program hazards such as facility fires and vandalism

## **ELIGIBLE APPLICANTS**

- Oregon solid waste facilities and other entities collecting Program Mattresses from the public at no cost for recycling may submit applications. Eligible entities may include private solid waste companies, transfer stations, landfills, recycling centers, non-profits, and government-owned or controlled entities. An eligible entity operating multiple Collection Site locations may submit separate applications for each Collection Site location
- New Collection Sites collecting Program Mattresses are eligible for funding upon becoming an MRC-contracted Collection Site and must remain so for a period of at least one year after receiving these funds.
- MRC-contracted Recyclers are not eligible.

## **ELIGIBLE PROJECTS**

- Infrastructure
  - Improvements that:
    - Keep Units clean and dry (cement pads or carport-type coverage)
    - Aid in loading Units into 53' trailers (ramps, stairs, z-walls, etc.)
    - Help prevent vandalism or other potential damage to Collection Containers, such as fencing and lighting
- Equipment
  - May include collection containers, container cover retrofits, forklift attachments or other equipment used solely for the purpose of loading discarded Units or keeping discarded Units clean/dry
  - Applicants may combine multiple pieces of equipment into one application
  - MRC will not fund replacement parts or other maintenance costs

## PROJECT REQUIREMENTS

- Projects must result in expansion of, or improvements to collection infrastructure by keeping collected Units dry or clean, resulting in fewer Units being landfilled, and/or improving collection, storage, safety, security and/or transportation efficiencies. An award recipient must demonstrate whether it achieved the intended benefits as a result of an award.
- MRC assumes no liability or ownership for infrastructure or equipment purchased with MRC funding.
- Applicant is responsible for obtaining all local and state permits for each project. MRC disburses funds after project completion.
- Applicants are encouraged, but not required, to discuss in its application whether it will provide funds to the project, referred to as matching funds.
- All projects must be completed within 12 months of contract execution. MRC may consider projects that take longer than one year to complete if an expenditure timeline is outlined.
- Any entity receiving funding must remain under contract to MRC to collect Program Mattresses from the public for at least one year after receiving funds or will be required to return the award funds within 30 days of contract termination.

## USE OF AWARD FUNDS

### Eligible Costs:

- Direct, actual costs for infrastructure or equipment for use at Collection Sites

### Ineligible Costs:

- Maintenance costs or replacement equipment or parts
- Costs incurred before contract execution or after the end of the project term
- Education and outreach materials
- Overhead or salaries
- Costs unrelated to the awarded project
- Costs related to mattress collection events or illegal dumping (separate funding sources available through MRC)

## FUNDING

Awards are limited to \$10,000 per eligible Collection Site or Collection Site location (if multiple), contingent upon the availability of funds. Additional funding is available on a case-by-case basis for high-volume Collection Sites requiring site modifications to accommodate a 53' trailer.

## SCORING CRITERIA

MRC reviews applications within 10 business days and ranks each from 0-100, according to the following criteria in the event that funds requested exceed funds available in any given year. Generally, MRC approves awards based on project eligibility and available funding.

POINTS	DESCRIPTION
5	<b>QUALITY OF APPLICATION</b> <ul style="list-style-type: none"> <li>• Application is complete and clearly written</li> </ul>
20	<b>APPLICANT QUALIFICATIONS</b> <ul style="list-style-type: none"> <li>• Applicant has a successful history in its industry</li> <li>• Applicant has implemented similar projects with success</li> <li>• Applicant has the resources necessary to complete the project</li> </ul>
50	<b>PROJECT IMPACT</b> <ul style="list-style-type: none"> <li>• Additional tonnage/Mattresses recycled is significant; reduces landfilled Units; projections are justified</li> <li>• Program transportation costs are reduced by loading more Units per container or trailer</li> <li>• Program safety or security is improved</li> <li>• Project description is robust; clearly demonstrates the need for new infrastructure/equipment</li> </ul>
10	<b>PROJECT WORK PLAN</b> <ul style="list-style-type: none"> <li>• Work plan is logical, efficient and includes measurable outcomes and explicit deadlines</li> <li>• Speed to delivery is high</li> </ul>
15	<b>PROJECT BUDGET/COST EFFECTIVENESS</b> <ul style="list-style-type: none"> <li>• Project costs are justified, cost effective</li> <li>• Applicant provides matching funds</li> </ul>

## APPLICATION GUIDELINES AND FEEDBACK

Applicant must complete the [application template](#) including:

- Applicant's name and contact information — at least 2 contacts
- A description of the Applicant's industry history and experience with similar projects
- A project description that clearly outlines the impact in terms of additional Units/tonnage diverted from landfill; improved recyclability of mattresses; and improvements to transportation, costs, safety, security or other efficiencies
- A project work plan

- A project budget, any matching funds from the Applicant (optional), and a clear request for a specific amount of award funding – [template provided](#)
- MRC requires equipment quotes as supporting documentation; the chosen quote must match funds requested in the application and budget templates

Applicants can email comments and questions to Layla Chamberlin at [lchamberlin@mrc-us.org](mailto:lchamberlin@mrc-us.org). Applications that do not follow the application guidelines may be considered non-responsive.

Applicants should describe in detail any potential conflicts of interest with MRC leadership or employees, or former employment in the mattress industry, within their applications.

Award recipients must agree to MRC's Project Terms and Conditions and complete regular reporting requirements including photo documentation of project progress. MRC may conduct Collection Site visits and use project documentation for Oregon Department of Environmental Quality (DEQ) annual reporting and marketing purposes. Applicants and awardees must clearly identify confidential information, which may be subject to regulatory disclosure requirements of DEQ or other state entities. MRC will compensate award recipients on a reimbursement basis after its contract is executed and before the project term end. Collection Sites must be contracted to MRC to collect Program Mattresses for a period of at least one year after receiving award funds. If a recipient terminates the contract within one year of receiving funds, the recipient will return all award funds to MRC within 30 days of contract termination. Award funds will not be pro-rated for Collection Site contract term. Award recipients must use MRC-funded equipment and/or infrastructure only for their approved purpose. Any changed or modifications to Applications must be submitted in writing and approved in advance by MRC.

## **TERMS AND CONDITIONS**

1. Content and Liability Disclaimer: MRC has used reasonable care in preparing the information set forth in this Request for Applications. However, MRC shall not be responsible for any errors or omissions contained in this Request or other documents issued or prepared by MRC. MRC provides no warranty, either expressed or implied, regarding the accuracy, reliability, or completeness of those documents.

FURTHER, MRC EXPRESSLY DISCLAIMS ALL WARRANTIES WITH REGARD TO THE INFORMATION PROVIDED IN THIS REQUEST, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT OF PROPRIETARY RIGHTS.

In no event shall MRC or its affiliates be liable for any damages whatsoever. In particular, MRC and its affiliates shall not be liable for special, indirect, consequential, or incidental damages, or damages for lost profits, loss of revenue, or loss of use, arising out of or related to this document or other pre-contract documents, or the information contained in them, whether such damages arise in contract, negligence, tort, under statute, in equity, at law or otherwise.

2. A party that responds to this Request and is selected by MRC to receive awards funds will be an independent contractor to MRC, and will not function as an agent, partner, or employee of MRC. Nothing contained herein shall be construed as contemplating any relationship other than independent contractor. As such, a Collection Site under contract with MRC would be responsible for (i) making day-to-day and critical decisions regarding its contract with MRC and the undertaking, management, and supervision of those activities; and (ii) achieving compliance with all applicable federal, state, local or other laws and regulations.

3. By responding to this Request, Applicant agrees to be bound by the terms of their Application for 120 days or until a formal contract is negotiated, whichever is later.

4. At minimum, an Application must:

- a) contain all required documentation.
- b) be signed by an authorized representative of the Applicant;
- c) clearly note in its Application, any and all proposed exceptions, conditions or deviations from the requirements of this Application.

5. Failure to comply with the terms and conditions specified in this Request could lead to Application being considered non-responsive and ineligible for further consideration.

6. MRC shall not disclose any financial or cost information about the award funding recipients or the number of Applications received.

7. MRC shall not be responsible for any costs that Applicants or others incur in preparing Applications.

8. Applicant acknowledges that MRC's decision whether to enter into a contract at the conclusion of this Application process will be at MRC's sole discretion.

9. This Request does not commit MRC to contract with any party or Applicant. MRC may, in its sole discretion, decide:

- a) to re-bid these services if, in its sole discretion, such action is deemed appropriate;
- b) to negotiate the proposal to further refine, clarify, amend, or expand any aspects of the proposal;
- c) to reject any Applications if it determines, in its sole discretion, that such action is warranted;
- d) to reject Applications from organizations which, or any principal of the organization, is currently involved in a lawsuit or claim against MRC or ISPA, or is involved in, or has been involved during the 3-years prior to the date of this Request, in other legal proceedings that are in MRC's view relevant to Collection Site services;
- e) to withdraw this Request, or to supplement, amend, or modify this Request, and to require additional information, at any time and without prior notice of any kind;
- f) to postpone this Request or its Application process; and
- g) to confirm references and contact further references obtained from other sources as the MRC deems necessary.

10. If Applicant is selected to receive award funds, Applicant will be required to furnish at that

time:

- a) Appropriate documentation that Applicant (as necessary) is qualified to do business in Oregon (and any other relevant jurisdictions if Applicant is headquartered or located in another state) as a Collection Site.
- b) A valid and current Certificate of Insurance that is satisfactory to MRC as evidence that Applicant is adequately insured by a recognized and responsible insurer authorized to do business in Oregon for the period of the contract with the MRC. Minimum limits include:
  - Commercial General Liability Insurance (including coverage for bodily injury, property damage, complete operations and contractual liability) of not less than \$1 million per occurrence and \$2 million aggregate;
  - Business Automobile, any auto, \$1,000,000 Combined Single Limit, (if applicable) and
  - Workers' Compensation Coverage as required by Oregon state law.
- c) Require all third parties that it uses to provide any services under its contract with MRC to comply with the same insurance coverages as required in 10(b).