



P O Box 257 · 1231 Dicks Hill Pkwy. · Mt. Airy, GA 30563
Phone: 706-778-6990 · Fax: 706-776-6792

NOTICE:

Town of Mount Airy, Georgia
Request For Proposal: (RFP 19-01) Garbage/Solid Waste Curb Side Collection Service Submittal
Deadline: **April 11, 2019 at 11:00 a.m.**

The Town of Mount Airy Town Council will accept sealed proposals for the following:
Providing all materials, equipment, and labor for Garbage/Solid Waste Curb Side Collection Service for all Town residential customers and Town of Mount Airy government locations beginning **June 7, 2019**. Proposal submitters must be licensed by the state of Georgia to perform such service.

Satisfactory proof of insurance as set forth in the proposal specifications is required.

Proposal specifications can be obtained by emailing the Town Clerk at clerk@townofmtairy.com

A sealed proposal inside an envelope marked RFP #19-01 may be mailed to the Town of Mount Airy, 1231 Dick's Hill Parkway Mount Airy, GA 30563, ATTN: Town Manager Tim Jarrell, or hand delivered to the same location during normal business hours of 8am until 5pm, Monday through Friday, but no later than **11:00 a.m., April 11, 2019**. Proposals will be opened at **12:30 p.m., April 11, 2019 in the Town Hall conference room at the above address.**

Award of the proposal will be made at the **May 6, 2019 Town Council meeting at 7:00 p.m.** The town of Mount Airy reserves the right to reject any or all proposals. The proposal opening and the Council meeting for award of the proposal are open to the public and all are invited to attend.

The Town of Mount Airy is an equal opportunity service provider and employer.

GARBAGE/SOLID WASTE COLLECTION SERVICE
TOWN OF MOUNT AIRY, GEORGIA
REQUEST FOR PROPOSAL 19-01 (RFP 19-01)
PROPOSAL REQUIREMENTS:

DATE ISSUED: October 29, 2018

FOR: Providing all materials, equipment, and labor for Garbage / Solid Waste Curb Side Collection Services for all Town residential customers and Town of Mount Airy Government Buildings beginning **June 7, 2019** Bidders must be licensed by the state of Georgia to perform such service. Proof of license and satisfactory insurance required.

DEADLINE FOR RECEIVING SEALED PROPOSALS: **11:00a.m. EST April 11, 2019**

PROPOSAL RECEIVING OFFICE: Town Hall, Town Manager's Office
1231 Dick's Hill Parkway
Mount Airy, GA 30563

SEALED PROPOSALS: shall be submitted in envelopes marked: "RFP #19-01"
PROPOSALS WILL BE OPENED AT: **12:30p.m. EST April 11, 2019**
Town Hall
1231 Dick's Hill Parkway
Mount Airy, Georgia 30563

AWARD OF PROPOSAL AT: **7:00 p.m. EST May 6, 2019**
Town Council Meeting Room
1231 Dick's Hill Parkway
Mount Airy, Georgia 30563

The Town shall evaluate the proposals and reserves the right to reject any or all proposals. Proposal submitters and the general public are invited to attend the proposal opening and the Council meeting. While the proposals will be considered by the Council at the date and time specified above, the Council may choose to postpone final selection and award to a different date. The Town of Mount Airy is an equal opportunity service provider and employer.

Proposals submitted after 11:00a.m. on the date of the deadline will not be accepted under any circumstances. Delivery of Proposal to proper location by date/time of deadline is Proposal submitter's responsibility.

Proposal packages must be complete with all required information and if not so, will be rejected.

Proposal tabulations will be furnished upon written request by email to clerk@townofmtairy.com

Addenda and Interpretations: No interpretation of the meaning of the RFP or other proposal documents will be made to any Proposal submitter orally. Every request for such interpretations must be addressed in writing to: Town Manager, Town of Mount Airy, by email to chief@townofmtairy.com and must be received at least five (5) business days prior to the date for the opening of proposals. Any and all such interpretations and any supplemental instructions will be in the form of written Addenda to the RFP which, if issued, will be emailed to all existing Proposal submitters or any other person/entity that requests the same in writing. Failure of any Proposal submitter to receive any such addendum or interpretation shall not relieve such Proposal submitter from any obligation under its proposal as submitted; it is the responsibility of the Proposal submitter to ensure receipt of any addenda. All addenda shall become part of the Contract Documents.

**GARBAGE/SOLID WASTE COLLECTION SERVICE
TOWN OF DAWSONVILLE, GEORGIA
REQUEST FOR PROPOSAL 19-01 (RFP 19-01)**

DATE OF PROPOSAL: _____

The undersigned agrees, if this proposal is accepted, within five (5) calendar days after award of proposal, to contact the Town Manager to set up a meeting to sign the contract and provide any additional documentation required in accordance with the provisions of this Request For Proposal, according to specifications or other provisions in this proposal package.

If the successful proposal submitter does not hold a Town of Mount Airy business license they will be required to register for and obtain a License with the Town of Mount Airy. Proof of license required.

PROPOSAL SUBMITTER INFORMATION:

Company Name	Name of Person Authorized to Sign & Submit Proposal
Street Address:	Title:
	Tax I.D. #:
	E-Verify #:
Mailing Address: Email Address:	
	Phone #:
Name, Phone Number, and Email of Contact Person(s):	

I hereby acknowledge receipt of all Request for Proposal documentation and request that any supplemental documentation or addendum be sent by email to me at the email address specified above:

Authorized Signature: _____ Date: _____

PLEASE ATTACH ALL PROPOSAL DOCUMENTS BEHIND THIS COVER SHEET

GARBAGE/SOLID WASTE COLLECTION SERVICE
TOWN OF MOUNT AIRY, GEORGIA
REQUEST FOR PROPOSAL 19-01 (RFP 19-01)
TERMS AND CONDITIONS:

For providing all materials, equipment, and labor for weekly Garbage/Solid Waste Curb Side Collection and Disposal services for residential customers in the Town of Mount Airy and for Town government building locations beginning **June 7, 2019**.

1) **Contract Term:** The Town of Mount Airy requires the price to remain firm for the initial contract period. Contract is to begin June 7, 2019 regardless of date of execution of the contract documents. The contract may or may not be renewed at the sole option of the Town Council for additional periods subject to any pre-approved increase in price provided that service is satisfactory. The initial contract will terminate immediately and absolutely at any such time as there are no appropriated and otherwise un-obligated funds available to satisfy the Town's obligations under said contract.

2) **Billing:** The Town of Mount Airy will be responsible for all billing and monetary collection efforts from its residential customers.

3) **Price:** The Town of Mount Airy is tax exempt. The Selected Vendor will be provided with the State of Georgia Sales and Use Tax Certificate of Exemption number upon request. All Proposals shall contain a proposed price per residential location in the Town for garbage pick-up and collection services of at least once per week. A list of all locations shall be provided by the Town. New locations may be added by the Town at any time at the same price as set forth in the accepted Proposal.

4) **Services:** The accepted Proposal submitter ("Company") will provide Solid Waste Collection Services from Town of Mount Airy residential sanitary service customers and Town of Mount Airy government building locations. Waste from residential customers will be contained in trash containers, but not dumpsters, provided and owned by the Company. The Company may delineate impermissible items and/or provide for pricing to pick up large items that cannot be contained in the trash containers, such as appliances, for example. Collection shall be completed at least once per week according to regular routes and schedules. It is estimated that the number of customers will be an approximate maximum of 469 residential locations and two government building locations (Town Hall and Shop building).

- Company will collect all solid waste contained in the waste containers on **Thursday of each week before 5:00 pm** (actual number may slightly vary depending on number of residents). Company will not unreasonably refuse to collect household waste which, due to refuse volume, must be placed outside of the provided waste container, and is bagged. Failure to collect unless corrected by noon on Tuesday shall result in a chargeback on a per location basis each week.

- Company will dispose of all collected solid waste and refuse to a landfill, which is properly permitted by the State of Georgia.
- Company will provide all equipment and personnel necessary to complete work.
- Company will be responsible for replacement of containers damaged or unusable.
- No service will be provided for dumpsters other than the dumpsters provided by Company for use by the Town at Town Hall and the Shop building.
- The Town will pay the Company on a monthly basis pursuant to the agreed upon pricing terms less any chargebacks for missed pick-ups.
- Company and its agents are not allowed to pilfer or rummage through the contents of the waste containers.

5) Codes: All services are to be performed according to all state, county and town codes and regulations and any changes thereto during the contract period.

6) Priority Status: The Town of Mount Airy will expect the Company to give “**priority status**” on any Town call for service.

7) Contract Coverage: Proposal submitters responding to this invitation must be able to provide the weekly coverage, except the following Holidays;

New Year’s Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day, for the entire contract period. However, an alternative day must be provided if Holiday is a collection day.

8) The Town of Mount Airy shall not be required to purchase or provide for any minimum amount of Solid Waste Collection Service during the contract period. Actual quantities ordered will be based upon the needs of the Town and its residential customers.

9) The contract may be canceled by the Town upon thirty (30) days notice if the provider does not meet the required pick up schedule, properly perform the contract to the Town’s reasonable satisfaction or otherwise comply with the contract terms.

10) Provide the following in your Proposal: a) Cover Letter: The Company must provide a cover letter to include Company name, address, contact name, how long in business, telephone number, email address, and website, if any.

b) E-Verify: The Company must comply with E-Verify (OCGA § 13-10-90 et seq.) and comply with the provisions of the Federal Civil Rights Act of 1964, as amended.

c) Proposed Route: Provide a proposed route and start-time / end-time to complete the work.

d) Insurance: Proof of current insurance coverage for General Liability, Worker's Compensation, Automobile Liability, and Excess Umbrella Liability on a Certificate of Insurance, with limits of at least \$100,000 per incident and \$300,000 aggregate. If awarded the contract, the Town of Mount Airy shall be listed as Certificate Holder prior to signing the contract and for the life of the contract (See Town of Mount Airy Code of Ordinances 2-570 through 2-573)

e) Permits: Company must possess or maintain valid state, federal and local permits, which are required to collect and dispose sanitary solid waste and refuse, specifically including any permits to dispose sanitary solid waste in landfills within the State of Georgia. Copies of applicable permits must be provided to the Town with the submittal of proposals, including the name, address and contact information for the landfill(s) that will be used in conjunction with providing this service. (Permit by Rule, Solid Waste Handling Permit, and Landfill Info)

f) Licenses: Company must possess or maintain valid state, federal and local licenses, which are required to collect and dispose sanitary solid waste and refuse. Copies of applicable licenses must be provided the Town with the submittal of proposals. (Local Business License, current with Secretary of State, and Certificate of Existence, as applicable)

g) Government Clients: Provide a list of any current or past local government clients and include whether the contract for the local government was terminated for default or any other reason. If a contract was terminated, then provide an explanation.

h) Letters of Reference: Provide letters of reference from any and all local government customers (if any), but no more than 3, and at least two references from commercial customers and two residential customers. References should include name and contact information for each person or company providing a reference.

i) Qualifications and Experience: Company must outline in writing the qualifications and experience of the Company and its sub-contractors, as needed, regarding services described.

j) Equipment: Company will provide any and all necessary equipment required to collect, transport, and dispose of Garbage/Solid Waste.

k) Legal Issues: Provide a detailed explanation of any lawsuits that have been filed against the company, including the disposition of such suit and a general description of the cause of action. Disclose whether the company" has ever filed a voluntary or involuntary Bankruptcy Petition. The company should similarly disclose whether or not it or any of its subcontractors are in default on any loan agreement or financing agreement with any financial institution or other entity.

1) Financial Qualifications: Company must be financially solvent and have at least 3 years' experience in the collection and disposal of sanitary waste. Please provide a written statement and/or documents evidencing the same.

I certify that I have read the above Proposal Requirements and the Terms and Conditions and submit my proposal acknowledging that they will be adhered to.

Company: _____

Authorized Signature: _____ Date: _____