



**NOTICE:**

City of Dawsonville

Request For Proposal: (RFP 17-01) Garbage/Solid Waste Collection Service

Submittal Deadline: November 15, 2017 at 1:00 p.m. EST

The City of Dawsonville City Council will accept sealed proposals for the following:

Providing all materials, equipment, and labor for Garbage/Solid Waste Curb Side Collection Service for all City residential customers and City of Dawsonville government locations beginning January 1, 2018 through December 31, 2018. 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 online at [www.dawsonville-ga.gov](http://www.dawsonville-ga.gov) or by emailing the City Clerk at [clerk@dawsonville-ga.gov](mailto:clerk@dawsonville-ga.gov).

A sealed proposal inside an envelope marked RFP #17-01 may be delivered to the City of Dawsonville, 415 Hwy. 53 East Suite 100, Dawsonville, Georgia 30534 until 1:00 p.m., November 15, 2017 and proposals will be opened at 1:30 p.m., November 15, 2017 in the City Hall conference room at the above address.

Award of the proposal will be made at the December 4, 2017 City Council meeting at 5:00 p.m. The City 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 City of Dawsonville is an equal opportunity service provider and employer.

MUNICIPAL GARBAGE/SOLID WASTE CURB SIDE PICK-UP  
CITY OF DAWSONVILLE, GEORGIA  
REQUEST FOR PROPOSAL 17-01 (RFP 17-01)  
**PROPOSAL REQUIREMENTS:**

DATE ISSUED: October 24, 2017

FOR: Providing all materials, equipment, and labor for Garbage / Solid Waste Curb Side Collection Services for all City residential customers and City of Dawsonville Government Buildings beginning January 1, 2018 through December 31, 2018. 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: 1:00 p.m. EST Nov. 15, 2017

PROPOSAL RECEIVING OFFICE: City Hall, City Clerk's Office  
415 Hwy. 53 East, Suite 100  
Dawsonville, Georgia 30534

SEALED PROPOSALS: shall be submitted in envelopes marked: "RFP #17-01"

PROPOSALS WILL BE OPENED AT: 1:30 p.m. EST Nov. 15, 2017  
City Hall Conference Room  
415 Hwy. 53 East, Suite 100  
Dawsonville, Georgia 30534

AWARD OF PROPOSAL AT: 5:00 p.m. EST Dec. 4, 2017  
City Council Chambers  
Upstairs Meeting Room  
415 Hwy. 53 East, Suite 100  
Dawsonville, Georgia 30534

The City 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 City of Dawsonville is an equal opportunity service provider and employer.

Proposals submitted after 1:00 p.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 furnished upon written request by email to [clerk@dawsonville-ga.gov](mailto:clerk@dawsonville-ga.gov).

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: City Clerk Beverly Banister, City of Dawsonville, by email to [clerk@dawsonville-ga.gov](mailto:clerk@dawsonville-ga.gov), 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.

MUNICIPAL GARBAGE/SOLID WASTE CURB SIDE PICK-UP  
CITY OF DAWSONVILLE, GEORGIA  
REQUEST FOR PROPOSAL 17-01 (RFP 17-01)

DATE OF PROPOSAL: \_\_\_\_\_

The undersigned agrees, if this proposal is accepted, within ten (10) calendar days after award of proposal, to contact the City Clerk 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 City of Dawsonville business license they will be required to register for and obtain a Garbage Hauler License with the City of Dawsonville. 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**

MUNICIPAL GARBAGE/SOLID WASTE CURB SIDE PICK-UP  
CITY OF DAWSONVILLE, GEORGIA  
REQUEST FOR PROPOSAL 17-01 (RFP 17-01)

**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 City of Dawsonville and for City government building locations beginning January 1, 2018 through December 31, 2018.

- 1) **Contract Term:** The City of Dawsonville requires the price to remain firm for the initial contract period. Contract is to begin January 1, 2018 regardless of date of execution of the contract documents. The contract may or may not be renewed at the sole option of the City 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 City's obligations under said contract. .
- 2) **Billing:** The City of Dawsonville will be responsible for all billing and monetary collection efforts from its residential customers.
- 3) **Price:** All Proposals shall contain a proposed price per residential location in the City for garbage pick-up and collection services of at least once per week. A list of all locations shall be provided by the City. New locations may be added by the City 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 City of Dawsonville residential sanitary service customers and City of Dawsonville government building locations. Waste from residential customers will be contained in trash containers, but not dumpsters, provided and owned by the City. 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 1000 residential locations and two government building locations (City Hall and Shop building).
  - Company will collect all solid waste contained in the waste containers on Monday of each week before 2:00 pm. Company will not unreasonably refuse to collect household waste which, due to refuse volume, must be placed outside of the provided waste container. 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, except that the City of Dawsonville will provide trash containers for the residential customers.
  - Company will be chargedbacked for trash containers that require replacement due to the negligence and/or abuse of Company's personnel during refuse collection.
  - No service will be provided for dumpsters other than the dumpsters provided by Company for use by the City at City Hall and the Shop building.
  - The City will pay the Company on a monthly basis pursuant to the agreed upon pricing terms less

- any chargebacks for missed pick-ups or damage to trash containers.
  - 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 city codes and regulations and any changes thereto during the contract period.
  - 6) Priority Status: The City of Dawsonville will expect the Company to give “**priority status**” on any City call for service.
  - 7) Contract Coverage: Proposal submitters responding to this invitation must be able to provide the weekly coverage, holidays included, for the entire contract period.
  - 8) The City of Dawsonville 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 City and its residential customers.
  - 9) The contract may be canceled by the City upon thirty (30) days notice if the provider does not meet the required pick up schedule, properly perform the contract to the City’s reasonable satisfaction or otherwise comply with the contract terms.
- 10) Provide the following:
- 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.).
  - c) Cost of Service: Provide your rate per month per location for pick-up service of once per week on Monday before noon.
  - d) Proposed Route: Provide a proposed route, and start-time / end-time to complete the work.
  - e) 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 \$1 million per incident and \$2 million aggregate. If awarded proposal, the City of Dawsonville shall be listed as Certificate Holder prior to signing the contract and for the life of the contract.
  - f) 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 the City 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)
  - g) 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 City with the submittal of proposals. (Local Business License, current with

Secretary of State, and Certificate of Existence, as applicable)

- h) 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.
- i) 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.
- j) Qualifications and Experience: Company must outline in writing the qualifications and experience of the Company and its sub-contractors, as needed, regarding services described.
- k) Equipment: The City of Dawsonville will purchase and provide at its expense containers that will be used to collect the sanitary solid waste from residential customers. Excluding the residential trash containers, provide a list of all equipment, including trucks, owned or leased by the Company or its sub-contractors that would be dedicated to the work of this proposal.
- l) 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.
- m) 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: \_\_\_\_\_