NOTICE:

City of Dawsonville
Request For Proposal: (RFP 15-01) Garbage/Solid Waste Collection Service
Deadline: November 12, 2014 at 11:00 a.m. EST

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

Providing all materials, equipment, and labor for Garbage/Solid Waste Curb Side Collection Service for various residential customers and City of Dawsonville City Hall beginning January 1, 2015 through December 31, 2015. Bidders must be licensed by the state of Georgia to perform such service.

Proof of insurance required.

Bid specifications can be obtained online at www.dawsonville-ga.gov or by emailing the City Clerk at clerk@dawsonville-ga.gov.

2 Sealed proposals with envelope marked RFP #15-01 may be delivered to the City of Dawsonville, 415 Hwy. 53 East Suite 100, Dawsonville, Georgia 30534 until 11:00 a.m., November 12, 2014 and bids will be opened at 12:00 p.m., November 12, 2014 in the City Hall conference room at the above address.

Award of proposal/bid will be made at the December 1, 2014 City Council meeting at 5:00 p.m. City reserves the right to reject any or all bids. Bidders and the general public are invited to attend the bid opening. The City of Dawsonville is an equal opportunity service provider and employer.

CITY OF DAWSONVILLE
DATE ISSUED: October 6, 2014

FOR: Providing all materials, equipment, and labor for Garbage / Solid Waste Curb Side Collection Services for various residences and City of Dawsonville Buildings beginning January 1, 2015 through December 31, 2015. Bidders must be licensed by the state of Georgia to perform such service. Proof of license and insurance required.

DEADLINE FOR RECEIVING SEALED BIDS: 11:00 a.m. EST Nov. 12, 2014

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

SEALED BIDS: shall be submitted in duplicate copy with envelopes marked: “RFP #15-01”

BIDS WILL BE OPENED AT: 12:00 p.m. EST Nov. 12, 2014
City Hall Conference Room
415 Hwy. 53 East, Suite 100
Dawsonville, Georgia 30534

AWARD OF PROPOSAL/BID AT: 5:00 p.m. EST Dec. 1, 2014
City Council Chambers
Upstairs Meeting Room
415 Hwy. 53 East, Suite 100
Dawsonville, Georgia 30534

Sealed bids subject to all requirements will be received and opened at the time, date and place shown above. Award of bid will be made at a later date pending evaluations of all bids submitted.

City reserves the right to reject any or all bids. Bidders and the general public are invited to attend the bid opening and council meeting. The City of Dawsonville is an equal opportunity service provider and employer.

Bids submitted after 11:00 a.m. on the date of the deadline will not be accepted under any circumstances. Delivery of Bid to proper location by date/time of deadline is Bidder’s responsibility.

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

Bid tabulations furnished upon written request by fax 706-265-4214 or email clerk@dawsonville-ga.gov.

Addenda and Interpretations: No interpretation of the meaning of the plans and specifications or other bid documents will be made to any Bidder orally. Every request for such interpretations must be addressed in writing to: City Clerk Bonnie Warne, City of Dawsonville, by fax 706-265-4214 or email clerk@dawsonville-ga.gov, and must be received at least five (5) days prior to the date for the opening of bids. Any and all such interpretations and any supplemental instructions will be in the form of written Addenda to the Specifications which, if issued, will be mailed to all prospective Bidders, at the respective addresses furnished. Failure of any bidder to receive any such addendum or interpretation shall not relieve such Bidder from any obligation under his bid as submitted; it is the responsibility of the Bidder to ensure receipt of any addenda. All addenda shall become part of the Contract Documents.
The undersigned agrees, if this bid is accepted within ten (10) calendar days after date of opening, 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 Invitation to Bid, according to specifications or other provisions in this bid package.

If the successful bidder does not hold a City of Dawsonville business license they will be required to register for a Garbage Hauler License with the City of Dawsonville. Proof of license required.

**BIDDER INFORMATION:**

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<tr>
<th>Company Name</th>
<th>Name of Person Authorized to Sign &amp; Submit Bid</th>
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<tbody>
<tr>
<td>Street Address:</td>
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<td>Name, Phone Number, and Email of Contact Person(s):</td>
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I hereby acknowledge receipt of the following checked Addendum of the Bid, Plans, Specifications, and/or other documents pertaining to the Project, if any: Addendum Nos.: 1____ 2____ 3____

I understand that failure to confirm the receipt of any addenda is cause for rejection of bids.

Authorized Signature: __________________________________________ Date: ______________________
TERMS AND CONDITIONS:

For providing all materials, equipment, and labor for weekly Garbage/Solid Waste Curb Side Collection services for residential customers in the City of Dawsonville and for the government office of the City of Dawsonville beginning January 1, 2015 through December 31, 2015.

1) Contract Term: The City of Dawsonville requires prices to remain firm for the initial contract period. Contract is to begin January 1, 2015 or upon execution of the contract documents. The contract may be renewed for two (2) additional one (1) year periods provided fees are firm (or subject to a pre-approved increase by City Council), service is satisfactory, both parties are willing to renew, and renewal is approved by the City of Dawsonville City Council. Prior to each period of renewal, any increases in renewal rates will be evaluated and compared to the actual rate of inflation experienced, and will thereby remain subject to negotiation. Initial contract will terminate immediately and absolutely at any such time as there are no appropriate and otherwise un-obligated funds available to satisfy the City’s obligations under said contract. The total obligation of the City will be from January 1, 2015 through December 31, 2015 or in which an agreement is executed or renewed. To the extent that collection services pursuant to the agreement between the City and the Contractor are started on or after the fifteenth (15th) of any given month, then the charge for said service shall likewise be half of the full monthly charge for that portion of the first month, and then shall be subject to a full monthly charge for each month thereafter.

2) Billing: The City of Dawsonville will be responsible for all billing and collection efforts from its residential customers. Provide a proposed pricing schedule for services described based upon a monthly estimate of cost of service for at least once per week pick up of each location. New locations may be added to this contract as needed.

3) Services: The Contractor (“Company” bidding) will provide Solid Waste Collection Services from City of Dawsonville residential sanitary service customers and City of Dawsonville government locations. Waste from residential customers will be contained in certain trash containers, but not dumpsters, provided 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 800 residential locations and one government location at City Hall.

- “Company” will collect all solid waste contained in the waste containers on the date scheduled for collection. “Company” will not unreasonably refuse to collect household waste which, due to refuse volume, must be placed outside of the provided waste container.
- “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.
- No service will be provided for dumpsters.
- Billing and collection of fees due will be performed by the City of Dawsonville; the City will pay the “Company” on a monthly or quarterly basis pursuant to the agreed upon pricing terms.
“Company” and its agents are not allowed to pilfer or rummage through the contents of the waste containers.

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

5) Priority Status: The City of Dawsonville will expect the successful bidder to give “priority status” on any City call for service.

6) Contract Coverage: Bidders responding to this invitation must be able to provide 24 hour a day, 365 days a year coverage, holidays included, for the entire contract period.

7) 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 the choice of the resident customers and will be priced according to the contract pricing.

8) The contract may be canceled by the City if the provider does not meet the required pick up schedule or otherwise comply with the contract terms.

9) 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, facsimile number, and website, if any.
   b) Cost of Service: Provide your rate per month per location for pick-up service for at least once per week.
   c) Proposed Schedule: Provide a preferred pick-up day, 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 as defined by the City and any applicable laws. Then if awarded bid, the City of Dawsonville shall be listed as Certificate Holder prior to signing the contract and for the life of the contract.
   e) Permits: Bidders 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 bids, 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: Bidders 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 bids. (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: Bidders must provide the qualifications and experience of the “Company” and its sub-contractors, as needed, regarding services described.

j) Equipment: The City of Dawsonville will purchase at its expense containers that will be compatible with the “Company’s” equipment and 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 bid. Disclose what equipment will be leased by the “Company” or its subcontractors, if any, and how such leases will be obtained.

k) Legalities: 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.

l) Financial Qualifications: Bidders 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 bid acknowledging that they will be adhered to.

Authorized Signature: _______________________________ Date: ________________