ADVERTISEMENT

REQUEST FOR PROPOSALS (“RFP”)

CITY OF MADISON, MISSISSIPPI

CONTRACT FOR WASTE HAULER SERVICES

FOR COLLECTION AND DISPOSAL OF RESIDENTIAL

AND LIGHT COMMERICAL WASTE, RESIDENTIAL

 RECYCLING SERVICES, AND COLLECTION AND

DISPOSAL OF RESIDENTIAL YARD WASTE

The Mayor and the Board of Aldermen of the City of Madison, Mississippi (the “City”) is soliciting sealed written proposals, pursuant to Miss. Code Ann. §31-7-13 (r) (Supp. 2003) (the “Act”) to furnish all labor, materials, work and services (cumulatively, the “Contract Waste Hauler Services” or the “Services”) for the collection and disposal of residential and light commercial solid waste, curbside recycling services, collection and disposal of residential yard waste and city buildings collection, disposal and recycling within the current corporate limits of the City or as hereafter expanded, as described in the specifications (“Specifications”).

Sealed proposals will be received by the City of Madison, Mississippi, at Madison City Hall until 3 P.M., local time on April 20, 2015 at 1004 Madison Avenue, Madison, MS 39110, for Contract Waste Hauler Services as specified in the contract documents. A mandatory preproposal conference will be held in the Public Works Department conference room located at 1239 Highway 51 Madison, Mississippi 39110-9092 for interested parties on Thursday, April 9, 2015 at 10:00 A.M. local time.

Specifications, proposal forms and City maps are on file and open to public inspection in the office of the Public Works Department, City of Madison, 1239 Highway 51, Madison, Mississippi 39110. One copy of the City map and two copies of the contract documents and proposal forms may be procured upon payment of fifty dollars ($50.00) which will not be refunded.

Proposals shall be typewritten or printed in ink and only on the forms provided. Proposals must be submitted in a sealed envelope. All corrections or erasures shall be initialed by the person signing the proposal. Each entity or person submitting a proposal pursuant to the RFP shall be referred to as a “Proposer” or “Respondent”. A proposal may not be modified, withdrawn or canceled by the Proposer for a period of ninety (90) days following the date and time designated for receipt of proposals.

It is understood that the City reserves the right to reject any and all proposals, and to waive informalities in proposals, and to select the proposal or proposals that, in the opinion of the City shall be the most qualified proposal, on the basis of price, financial responsibility, technology, legal responsibilities and other relevant factors. The City may review the proposals for residential collection, commercial collection, curbside recycling, residential yard waste, and city buildings collection separately. The City reserves the right to award an overall contract based upon all proposals submitted or separately award each proposal considered. In accordance with the Act, after selection of the most qualified proposal or proposals, the City may negotiate and enter contracts with one or more of the persons or firms submitting proposals, such contracts may not necessarily be limited to the terms of the proposals submitted. If the City deems none of the proposals to be qualified or otherwise acceptable, the request for proposal process may be reinitiated.

All information submitted in response to the Request for Proposals will be considered public information after all proposals are opened.

No telephonic, telegraphic or facsimile proposals will be accepted. Proposals received after the date and time listed for receipt will be returned unopened to the Proposer.

(**Proposals must be clearly identified as such on the front of the sealed envelope in which the** **proposal is submitted, and the words “Proposal for Contract Waste Hauler Services” should be clearly written on the front of the envelope.)** Responsibility for timely submittal lies solely with the Proposer. Proposals submitted after 3 P.M. local time on Monday April 20, 2015 will not be opened or considered.

Should any Proposer find any discrepancies, or omissions from, the General Provisions and Specifications or in any other proposed contract documents, or should the Proposer be in doubt as to their meaning, he should at once notify and obtain an interpretation or clarification from the City’s Attorney, John Hedglin. Every request for an interpretation and/or clarification, whether relating to Specifications or requirements, shall be made in writing and addressed to the City Attorney. Written questions may be submitted by email. The deadline for asking interpretations, clarifications or questions shall be 5:00 P.M., local time, on Wednesday, April 15, 2015. All responses to such will be given to the Proposers in writing no later than 5:00 P.M., local time, on Friday, April 17, 2015. Any interpretation or clarification given in accordance with such request and pursuant to this provision shall be made only by the City’s Attorney, with the advice of the City Public Works Director and shall be in writing, with copies forwarded to all parties requesting bid specifications. No oral interpretation, instruction or information given by any employee or agent of the City shall be binding. The City reserves the right to officially modify or cancel this RFP after issuance. Such modifications shall be made only by written addendum furnished by the City’s Attorney, an acknowledgement of which must be submitted with the Respondent’s proposal. The City’s Attorney may be contacted as follows:

John Hedglin

P.O. Box 40

Madison, MS 39130-0040

Tel. 601-898-1118

Email: jhedglin@madisonthecity.com

Before submitting any proposal, the Proposer should (a) inspect the area of the proposed work within the corporate limits of the City for Services, and (b) arrive at a clear understanding of the conditions under which the Services are to be provided. Each Proposer should also be prepared to respond to the Request for Proposals for alternative services. The estimated quantities listed herein are solely for the purposes of comparison and evaluation of proposals.

A certified check or bid bond by a corporate surety licensed to do business in Mississippi and acceptable to the City, in a sum of $25,000.00 shall be required to be submitted with the proposal. The bonds required must be accompanied by a certificate of the surety certifying that the agent who executed the bond was authorized to bind the surety company as of the date of the bond and qualified to do business in the State of Mississippi.

Respondents should submit one original and six copies of their proposal. The original must be clearly marked and must contain the original signatures on all proposal forms. All proposal forms must be submitted in a sealed envelope, addressed in conformance with the requirements previously described herein:

Mailing address: Street address:

 Mae Hardy, Deputy Clerk Mae Hardy, Deputy Clerk

 City of Madison City of Madison

 Post Office Box 40 1004 Madison Avenue

Madison, Ms. 39130-0040 Madison, Ms. 39110

 CITY OF MADISON, MISSISSIPPI

 By: Susan B. Crandall

 Susan B. Crandall, City Clerk/

 Director of Finance and Administration

 (SEAL)

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