



CITY HALL

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12/7/15  
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# facsimile transmittal

To: Ms. Procurement Fax: 601-359-5290  
From: Technical Asst. Program Date: 10-6-15  
Jessi Seawright  
Re: Request for Proposals Pages: 4 including cover page  
& Invitation To Bid  
CC:

Urgent     For Review     Please Comment     Please Reply     Please Recycle

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**REQUEST FOR PROPOSALS AND INVITATION TO BID  
FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES**

The City of Waynesboro, Mississippi, will receive sealed written Proposals for the Collection and Disposal of Solid Waste generated within the City. Proposals will be received at Waynesboro City Hall, City Clerk's Office, 714 Wayne Street, Waynesboro, MS until 10:00 a.m., C. S. T. on Tuesday, November 3, 2015, at which time all proposals will be publicly opened and read aloud. The envelopes containing the Proposals must be sealed and addressed to City Clerk, City of Waynesboro, 714 Wayne Street, Waynesboro, Mississippi 39367.

All Proposals shall give the amount of each bid for the service to be performed and must be signed by the Bidder. Each Proposal must be submitted in a sealed envelope bearing on the outside the name of the Bidder, its address, and plainly marked "Proposal for Solid Waste Collection and Waste Disposal Service." If forwarding by mail, the sealed envelope containing the Proposal must be enclosed in another envelope addressed as specified in the Proposal. The City may consider as irregular any Proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all Proposals. Any Proposal may be withdrawn prior to the above-scheduled time for the opening of Proposals. Any Proposal received after the time and date specified above will not be considered.

A Proposal shall be deemed as having been awarded when formal notice of award shall have been mailed by the City to the Bidder. The Bidder to whom the Contract shall have been awarded will be required to execute 3 copies of a Contract furnished by the City. In case of the Bidder's refusal or failure to do so within ten (10) days after its receipt of formal notice award, Bidder will be considered to have abandoned all rights and interests in the award and the work readvertised for Proposals as the City may elect.

Each Proposal shall be accompanied by a letter from a corporate surety satisfactory to the City stating that a Performance Bond will be furnished by it to the person submitting the Proposal in the event it is the successful Bidder. A Moody's or A. M. Best's rating will be required for all bonds from any company other than nationally recognized firms. Such letter shall be signed by an authorized representative of the surety together with a certified and effectively dated copy of the power of attorney. Attorneys-in-fact who sign bonds must file with each bond a certified and effectively dated copy of their power of attorney. The successful Bidder will be required to furnish a performance bond as security for the faithful performance of this Contract. Said performance bond must be in an amount equal to one (1) years service. Premium for the bonds described above shall be paid by the Contractor.

Scope: The scope of the work, insurance requirements, indemnification, and other provisions under the proposed Contract shall consist of all items contained in a document styled "General Contract Specifications" which may be inspected or obtained at the City Clerk's Office, 714 Wayne Street, Waynesboro, Mississippi. The City of Waynesboro is obtaining proposals for collection for residential, commercial, and industrial solid waste. The Bidder selected shall be the sole garbage disposal contractor for the City, with the exception of any other government or quasi-governmental operations located in the city limits of Waynesboro. All solid waste shall be hauled directly to an approved landfill site provided by the contractor. All Residential Units will require at least once per week collection service. Each Residential Unit will be provided one, minimum, ninety (90) gallon roll-out cart. Disposal fees will be included in the billing per Residential Unit. In addition, service for Commercial Units which cannot facilitate commercial dumpsters shall be

provided by roll-out carts. These Commercial Units will be supplied up to four (4) ninety (90) gallon roll-out carts each, depending on their need.

Residential Collection: Contractor shall provide once a week curbside pick-up for Residential Services. Containers shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians. Containers shall be handled in a workmanlike manner with due regard for avoiding damage to containers. Lids shall be replaced on each container by the Contractor after emptying refuse. The Contractor shall take every precaution not to damage can enclosures, structures, shrubs, hedges, flower beds or grassed areas.

Commercial Industrial: Contractor shall provide Bin and Roll-off containers and collection service for the collection of Commercial and Industrial Refuse to Commercial and Industrial Units as currently exist or as required to properly service the activity. Bins and containers shall be placed in an accessible outside location on a hard surface according to individual agreement. Regular collection from commercial and industrial activities shall be made Monday through Friday. If any, Commercial or industrial entity shall furnish its own front-loader type bins and roll-off containers, then in that event, all such containers shall be compatible with the equipment used by the contractor. The Contractor will furnish a sufficient number of heavy duty trucks and other equipment to handle collection of garbage and refuse from commercial and industrial customers. Commercial and industrial customers shall include apartments, restaurants, motels, convenience stores, grocery stores, trailer parks, and other commercial/manufacturing businesses.

All missed pickups reported to the contractor before 3:00 p.m. that same day will be picked up before 7:00 p.m. the same day. Missed pickups reported after 3:00 p.m. will be picked up before 10:00 a.m. the next day. The Contractor shall provide a method to receive and handle complaints between the hours of 7:30 a.m. and 4:30 p.m., Mondays through Fridays. A system of communication shall be established whereby the Contractor can be contacted in case of emergency twenty-four hours per day. The Contractor shall maintain supervision over its employees and require that said employees are neat in appearance, courteous in demeanor, and as quit as is consistent with their duties. The Contractor shall remove from service any employee who violates the provisions hereof and who is negligent or discourteous in the performance of his duty. All dealing, contracts, etc., between the Contractor and the City shall be directed to the Contractors Representative and to the City: City Public Works Director. The City shall provide the Contractor a report form to provide the number of residential customers and number of commercial and industrial customers.

The opening and reading of a Proposal shall not be construed as an acceptance of the Bidder as a qualified, responsible Bidder. The City reserves the right to determine the competence and responsibility of a Bidder from its knowledge of the Bidder's qualifications or from other sources. In the event that the City shall desire additional supporting data regarding the qualifications of the Bidder in order to determine whether he is a qualified responsible bidder, the Bidder may be required to furnish any or all of the following information:

- (a) Evidence that the Bidder is capable of commencing performance as required by the Contract.
- (b) Evidence, in form and substance satisfactory to City, that the Bidder possesses the managerial and financial capacities to perform all phases of the work called for in the Contract.
- (c) Evidence, in form and substance satisfactory to City, that Bidder's experience as a going concern in refuse collection and disposal derives from operations of comparable size to that contemplated by the Contract.

(d) Such additional information as will satisfy the City that the Bidder is adequately prepared to fulfill the Contract.

Any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Bidder and the rejection of its Proposal:

- (1) Evidence of collusion among Bidders
- (2) Lack of competency as revealed by either financial statements, management experience or equipment statements as submitted or other factors.
- (3) Lack of responsibility as shown by past work, judged from the standpoint of workmanship as submitted.
- (4) Default on a previous municipal contract for failure to perform according to the terms of said contract.

All Proposals for solid waste collection and disposal service are solicited on the basis of rates for each type of service. The estimated number of customers to be served under this Contract is 2185 residential and commercial hand pick up, and 216 commercial/industrial dumpster pick up. These figures are given for the use of the Bidders, and the City assumes no responsibility for their accuracy. Both the contractor and the City shall have the right to verify any customer count that does not appear to coincide with actual number of customers being serviced.

Explanations desired by a prospective Bidder shall be requested of the City Clerk in writing, and if explanations are necessary, a reply shall be made in the form of an Addendum, a copy of which will be forwarded to each known Bidder.

The City reserves the right to accept any Proposal or to reject any or all Proposals, and to waive defects or irregularities in any Proposal. In particular, any alteration, erasure or interlineations of the Proposal may render the Proposal irregular and subject to possible rejection by the City.

This the 1st day of October, 2015.

CITY OF WAYNESBORO, MISSISSIPPI  
/s/ TERESA A. SEAWRIGHT

Publication Dates: October 8 & 15, 2015