

REQUEST FOR PROPOSALS

2019 SOLID WASTE COLLECTION AND REMOVAL CONTRACT

The City of Havre de Grace, herein referred to as the City, will receive proposals for furnishing residential household refuse and recyclable collection service. The Scope of Services, Sample Contract, General Terms and Condition, Definitions and Proposal Forms are enclosed and shall constitute the Contract Documents.

A Pre-Proposal Conference will be held on May 8, 2019, at 10:00 a.m. E.S.T., in the City Conference Room, 711 Pennington Avenue, Havre de Grace, MD 21078.

All proposals, one (1) original and three (3) copies, must be sealed and plainly marked "Proposal 2019 Solid Waste Collection Contract" and be delivered to City Hall, 711 Pennington Avenue, Havre de Grace, Maryland 21078, no later than close of business, 5:00 p.m., EST, May 15, 2019. Proposals arriving after the specified time will not be accepted and returned to the originator unopened. Mailed proposals which are delivered after the specified hour will not be accepted regardless of postmarked time on the envelope.

Proposals shall be reviewed, evaluated and negotiations performed, as appropriate, prior to the announcement of award. Notice-of-Award, if any, will be given to the successful bidder in writing.

The City of Havre de Grace reserves the right to reject any or all proposals and to make an award, if any, that in its opinion will best suit the needs of the City.

All proposals shall be submitted (typed or written in ink) on the enclosed Proposal Forms. Proposals made on any other than the enclosed Proposal Forms will not be considered. Changes in phrases, attachments, additions or limiting provisions

should be noted clearly in your Technical Proposal. Each bidder shall submit a Technical Proposal which details your firm's experience, equipment and manpower to fully-implement the contract as proposed.

Authority of the Mayor of Havre de Grace, or the Mayor's designee, shall in all cases determine the amount, quality and acceptability of the work to be paid for under this contract and shall decide all questions in relation to said contract and the performance thereof, and shall in all cases, decide questions which may arise relative to the fulfillment of the contract or to the obligations of the contract thereunder.

If the contractor to whom an award is made shall fail to execute the contract within thirty (30) calendar days from notice-to-proceed, the award may be annulled and the contract awarded to the next responsive bidder and such bidder shall fulfill every stipulation embraced herein as if it were the original party to whom the award was made or the City may reject any or all proposals as its interest may require.

Bidders are expected to examine the Request for Proposals, the Information for Bidders, Contract, General Terms and Conditions. Definitions and the Proposal Form carefully. All questions as to the meaning or intent of any of the Contract Documents should be directed to Sandy Ayres, Procurement Officer, 410-939-1800, extension 1124, before the proposal is submitted.

The submission of a proposal shall indicate that the contractor/bidder thoroughly understands the Contract.

Sandy Ayres
Procurement Officer