



TOWN OF SHARPSBURG, MARYLAND

106 E. Main Street
P.O. Box 368
Sharpsburg, Maryland 21713

INVITATION TO BIDDERS REQUEST FOR PROPOSAL

COMPLETE GARBAGE, REFUSE AND COMBUSTIBLE RUBBISH COLLECTION SERVICES

I. PROJECT OVERVIEW

The Mayor and Council of Sharpsburg, Maryland, is requesting proposals from licensed qualified contractors for the collection and disposal of trash within the corporate limits of Sharpsburg, Maryland, for the period of **January 1, 2025 through June 30, 2026**, with a one (1) year renewal option.

II. SCOPE OF WORK

- A. The scope of work consists of providing all labor, materials, equipment, and incidentals required to provide once a week trash collection services to an estimated 277 residential, multi dwelling, small businesses, churches and municipal dwelling.

III. ADDITIONAL PROPOSALS

Additional Proposals are being requested for the following services that are independent of the description provided in II. SCOPE OF WORK.

- A. **Spring Collection** - shall consist of a town wide curbside bulk trash collection on a **Wednesday in May**. Items to be collected may consist of metal appliances, furniture (wood, metal and plastic), electronics, carpet, mattresses and box springs, and miscellaneous junk. (No items with Freon, car batteries, construction materials, or toxic materials will be accepted).
- B. **Company Provided Trash Receptacles** - standard size company refuse container with lid and wheels;
1. Additional cost if covered by the town and delivered to each residential household
 2. Cost per resident if contracted directly with the contractor
- C. **Landfill Tipping Fees** - An Additional Proposal is being requested to provide a quote for collection with third party billing of the landfill tipping fees to be paid by the Town directly to the W. C. Landfill.

IV. CONTRACT, INSURANCE AND BONDS

The following insurance and bonds will be required and maintained during the period of the contract. Copies must be presented at the time of signing of the contract.

- A. Statutory Workers' Compensation Insurance.
- B. Public Liability and Property Damage Insurance, as shall protect the contractor and the Mayor and Council of Sharpsburg from claims for damages for personal injury including accidental death, as well as claims for property damage from the operations under this contract, and the amount of such insurance shall be no less than \$1,000,000 per occurrence.
- C. Performance bond in the amount of 100% of the contract bid.

V. INQUIRIES AND RECEIPT OF BID PROPOSALS

Bids: Bids must be received by the Town of Sharpsburg, either by mail or hand delivery, no later than **11:00 AM** local time on **Wednesday, October, 2, 2024 in a Sealed Envelope marked “Trash Collection Proposal”** at the following address:

Town of Sharpsburg
106 E. Main Street
P.O. Box 368
Sharpsburg, Maryland 21782

Any Bids received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time a Bid is received will be resolved against the Bidder.

Bid Inquiries: Any inquiries regarding this Request for Proposal should be made to Town Administrator Debra Smith at 301-432-4428 or by email at townofsharpsburg@comcast.net

All questions during the proposal period should be submitted as a Request for Information (RFI) prior to 1:00 PM Monday, September 23rd. All RFI's will be answered and distributed to all interested parties by 2:00 PM on Wednesday, September 25th by email and defined as Trash Bid Proposal Addenda.

Award, Waiver and Rejection of Bids: Bid proposals will be presented to the Mayor and Council of Sharpsburg for final review and consideration for contract approval. Owner reserves the right:

- a. To reject any or all Bids.
- b. To waive any informality or irregularity in any Bid received.
- c. To accept the Bid deemed by the Town of Sharpsburg to be the most advantageous to its interests.