



Town of Rural Hall
Request for Proposals
Solid Waste and Recycling Collection Services

423 Bethania-Rural Hall Rd.

Rural Hall, NC 27045

Phone 336-969-6856

Proposals Due:

February 28, 2025, 5 p.m.

Introduction

The Town of Rural Hall ("Town") is a growing municipality located along US-52/74 in Forsyth County, NC. The town has a population of nearly 3,500 residents and is seeking a qualified contractor to perform solid waste collections for residential dwellings, small businesses, and churches.

The Town currently provides collection services through a private sector contractor with the contract ending June 30, 2025. The 2023 collection location count is 1,200 and includes 25 back door pickup locations. The contract includes an auto extension, which the Town reserves the right to exercise at its discretion. If the Town chooses to change contractors, the new contractor will begin service July 1, 2025.

Rights

The Town of Rural Hall reserves the right to waive any informalities, to reject any or all proposals, and to accept that proposal or proposals which appear to be in the Town's best interest. The Town reserves the right to reward all or part of this Request for Proposals.

Terms and Conditions

The terms of this Request for Proposals and your response thereto will be incorporated into the terms of the final agreement signed with the successful proposer.

- The contractor must comply with all local, state, and federal requirements in all aspects of providing services.
- The term of the contract will be for 5 years with an option of one (2) year extension.
- Invoices for services must be issued on Net 30 (30) day payment terms.
- Inquiries and requests for additional information should be directed by email to Jason Hill jhill@ruralhall.com and Homer Dearmin manager@ruralhall.com.

Service

The Town of Rural Hall is seeking a contractor that will provide weekly curbside collection of household garbage (MSW) and bi-weekly collection of recycling generated by residential units, businesses, and churches within the Town's corporate limits. The contractor shall:

- Provide each customer with (1) 96-gallon cart and any necessary repairs or replacements thereafter for use as a garbage receptacle, at no cost to the Town or the customer, unless it is found that the customer deliberately damaged the cart.
- Provide each customer with (1) 96-gallon cart and any necessary repairs or replacements thereafter for use as a recycling receptacle, at no cost to the Town or the customer, unless it is found that the customer deliberately damaged the cart.
- Provide (1) 4- yard dumpster container to service 4 residential units on Pinetags Road, collected weekly.
- Provide (1) 4-yard dumpster container to service Rural Hall Fire Department and (1) 4-yard dumpster container at Covington Memorial Park, collected weekly.
- Provide (1) 4-yard dumpster container to service the Town of Rural Hall Public Works facility, collected weekly at no charge to the Town.

Backdoor service shall be provided to residents who are determined by the Town to live in a residence in which no individual is physically capable of taking garbage and/or recyclables to the curb. There shall not be an additional charge to the Town for back door service above the amount of curbside pickup as long as the number of residents receiving back door service does not exceed ten percent (10%) of the total number of customers serviced under the final agreement.

Scope of Work

In providing services, the contractor shall:

- Maintain sufficient equipment in good condition and working order.
- Provide an adequate number of vehicles to collect garbage and recycling materials following all local, state, and federal regulations. The vehicles shall bear the company name on both sides of the vehicle.
- Ensure that all vehicles are secure to prevent any littering of garbage, recyclable materials, and/or leakage of fluid.
- Ensure no vehicles are willfully overloaded.
- Ensure vehicle operators wear proper personal protective equipment for working on equipment and within the roadway.
- Immediately clean up any spills from garbage and recycling or the vehicle itself.
- Handle all customer complaints courteously and promptly.
- Be responsible for identifying and reporting damaged carts for repair.
- Replace or repair all damaged carts within one week of notification of damage.
- Deliver new customer carts within one week of receiving the request.
- Supply the Public Works facility with not less than ten carts at all times that can be used for immediate delivery.
- Respond to service issues including but not limited to missed services and failure to collect all garbage and recycling materials.
- Be responsible for notifying the Town of any delay, mechanical failures, or collection issues that will have an impact on the normal collection schedule. On collection days, notification of delay should be reported within two hours of being discovered by contractor.

Hours and Days of Operation

Residential route collection shall not begin prior to 7:00 a.m. each day or continue after 6:00 p.m. Exceptions to collection hours shall be affected only upon the mutual agreement of the town and the contractor, or when the contractor reasonably determines an exception is necessary to complete collection on an existing collection route due to unusual circumstances.

Collection day is currently Tuesday. The Town understands it may be difficult to complete services in a single day, therefore the Town and contractor will agree on a collection day or days to be included in the final agreement.

Exclusive Contract

The contractor shall have the sole and exclusive right to provide residential and Town approved small commercial business solid waste collection and recycling services for and on behalf of the Town. The final agreement shall not constitute a franchise or exclusive right to collect solid waste from other commercial, institutional and industrial units within the Town.

Insurance

The contractor shall maintain in full force and effect the following minimum insurance coverage for the duration of the contract:

<u>Coverage</u>	<u>Limits of Liability</u>
Worker's Compensation	Statutory
Employer's Liability	\$ 500,000.00
Bodily Injury Liability	\$ 1,000,000.00 each occurrence
except automobile	\$ 2,000,000.00 aggregate
Property Damage Liability	\$ 1,000,000.00 each occurrence
except automobile	\$ 1,000,000.00 aggregate
Automobile Bodily Injury	\$ 1,000,000.00 each person
Commercial General Liability	\$ 2,000,000.00 each occurrence
Commercial Automobile Liability	\$ 1,000,000.00 each occurrence
Excess Umbrella Liability	\$ 5,000,000.00 each occurrence

The contractor shall provide documentation of insurance coverage to the Town prior to the effective start date of services. The Town shall be included as an additional insured on the comprehensive general liability and automobile liability policies.

It is agreed that the Contractor will be responsible for notifying the Town of any material change in a policy.

Proposals Due

All proposals are due by February 28, 2025, at 5 p.m.

Interested bidders should submit proposals to Jason Hill, Public Works Director.

Proposals may be submitted in person, by mail, or email to:

Town of Rural Hall
Attn: Jason Hill
423 Bethania-Rural Hall Rd.
Rural Hall, NC 27045

jhill@ruralhall.com

Town of Rural Hall Solid Waste and Recycling

Contractor Proposal Form

This Proposal is submitted to the Town of Rural Hall for solid and recycling collection by:

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

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|--|-------------------------------|
| 1. Weekly collection of containerized household garbage | Monthly Cost Per Unit \$_____ |
| 2. Bi-weekly collection of containerized household recycling | Monthly Cost Per Unit \$_____ |
| 3. Weekly collection of 4-yard dumpster | Monthly Cost Per Unit \$_____ |

As an authorized representative of the company set forth above, I present this proposal on behalf of the company and hereby certify that the information provided in this proposal is accurate and agree to provide the services as proposed if awarded the contract.

Submitted By _____	Title _____
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Signature _____

Printed Name _____

Date _____

Current Street Listing Map

