

**City of Cambridge Request for Proposals for Garbage, Refuse,
 Recycling, and Yard Waste Services
 January 1, 2020 to December 31, 2024**

The City of Cambridge is seeking proposals for the collection and disposal of garbage, refuse, recycling, and yard waste. Pursuant to City Code, no hauler shall collect refuse within the city without a license from the City Council.

Please complete the response form below and return it by 10:00 am on May 13, 2019 to:

Lynda Woulfe, City of Cambridge
 300 3rd Avenue NE
 Cambridge, MN 55008

Request for Proposal Response Form

Proposed monthly rates for garbage/refuse collection from January 1, 2010 through December 31, 2024. A month is defined as the 1st through the 30/31st of each month. Rates quoted in the RFP can only be increased through City Council approval.

Hauler shall provide to the City a written breakdown of the fee requested clearly showing the portion allocated to the “dumping fee” and the portion of the fee for collection and service. Garbage/refuse collected must be taken to the East Central Solid Waste landfill as required by Isanti County ordinance.

Garbage/Refuse Residential		Garbage/Refuse Commercial	
35 – 37 gallon can		2 cubic yard dumpster	
Collection Fee:	\$ _____	Collection Fee:	\$ _____
Dumping Fee:	\$ _____	Dumping Fee:	\$ _____
Total Fee:	\$ _____	Total Fee:	\$ _____
64-72 gallon can		4 cubic yard dumpster	
Collection Fee:	\$ _____	Collection Fee:	\$ _____
Dumping Fee:	\$ _____	Dumping Fee:	\$ _____
Total Fee:	\$ _____	Total Fee:	\$ _____

Yard Waste Collection

Yard waste is defined as grass clippings, leaves, tree trimmings, and other plant material.

Residential	Commercial
Collection Fee: \$ _____	Collection Fee: \$ _____
Dumping Fee: \$ _____	Dumping Fee: \$ _____
Total Fee: \$ _____	Total Fee: \$ _____
What size cart would you provide for yard waste?	How frequently would you schedule yard waste pickup? <input type="checkbox"/> Weekly? <input type="checkbox"/> Bi-Monthly (twice per month) <input type="checkbox"/> Monthly?
Where would you dispose of yard waste? Facility Name: _____ Phone: _____	Will you require items to be bagged or unbagged? What size tree trimmings will you take?

Christmas Tree Disposal

Will you schedule a free Christmas tree disposal pickup in January of each contract year?

Yes No

Billing Practices – Service Discontinuation

When will your company discontinue service for non-payment? (e.g. two months past due)

Will you charge to re-establish service?

Yes No

If yes, specify charge: _____

Will you charge a late fee penalty? If yes, what is the penalty (e.g. flat fee or percentage of bill)

If yes, specify charge: _____

--	--

Other Charges?

Are there any other charges you propose to add? (e.g. fuel service charge, can exchange, etc.)?

Please note that unless prices/charges are specified in this Request for Proposal they will not be included in the license contract and will not be a permissible customer charge. Instituting new charges or changing prices without prior City Council approval will result in termination of the license.

Please specify amount and nature of proposed additional charges:

Would you entertain a pickup for senior citizens that is only two times per month at a reduced rate?

Yes No If yes, what is your proposed rate: _____

I understand that by responding to this RFP, as a hauler our company will be required to:

Requirement	Initial Here
The City has the right to issue a license at its sole discretion and will only license a maximum of three companies. Of those three haulers only two will be licensed for residential collection. The City is not obligated to issue all three licenses.	
Empty all City owned trash cans in the downtown district at least once per week at no cost to the City. A downtown district map will be provided to the license holder.	
Provide a certificate of insurance for workers compensation insurance demonstrating their employees are covered for workers compensation	
Pick up residential trash on the same day as other licensed haulers (Thursday is the preferred day)	
Pick up residential recycling on the same day as other licensed haulers (Thursday is the preferred day)	
Before the license shall be issued, the licensee shall agree to hold the city harmless and shall agree to defend and indemnify the city and the city's employees and agents, for any claims, damages, losses, and expenses related to the work under the license.	
The city shall be named as an additional insured for the services provided under the license. The licensee's contract of insurance shall be the primary insurance for the city and the license or insurance company shall provide a certificate of insurance which verifies the existence of the insurance required, including provisions to hold the city harmless and defend and indemnify the city, The insurance shall provide coverage up to \$500,000 per claimant and \$1,500,000 for any number of claims in a single occurrence.	

Each policy shall expressly provide the city be given ten days notice of any termination of cancellation of the coverage.	
I understand that if I fail to provide the required insurance, the City's has the right to terminate the license.	
I understand that if a charge is not included within my proposal response, our company will not be able to charge it.	
I understand that the prices quoted in my response cannot change without PRIOR City Council approval.	

What charitable activities does your company engage in with the communities you are licensed by?

Would your company provide free garbage/refuse/recycling collection for community wide events such as the Cambridge Customer Appreciation Event and Cambridge Day Out? Yes No

Company Name:	Contact Name:
Business Address:	
Phone:	Email:

By signing this proposal, you indicate you have the right to bind your company to the terms you outlined in the proposal.

Signature: _____ Date: _____

Return by 10:00 am on May 13, 2019. Late responses will not be considered. The City reserves the right to awards licenses in the best interest of the City in order to preserve its goals of:

- limiting the wear and tear on City streets and reducing noise
- having a clean environment
- the best rates and service for refuse/recycling/yard waste collection

The City will also consider which hauler or haulers will, in the City's discretion, provide the best services to the City and its residents, taking into consideration all elements of the RFP and proposals received.