

**REQUEST FOR PROPOSALS  
RESIDENTIAL SOLID WASTE COLLECTION  
AND DISPOSAL SERVICES  
NORTH OGDEN CITY CORPORATION**

**RECEIPT OF QUALIFICATION:** North Ogden City is requesting proposals for RESIDENTIAL SOLID WASTE COLLECTION SERVICES.

**DESCRIPTION OF WORK:** To provide garbage services by a licensed professional for North Ogden City. Work to include, but not limited to, weekly residential garbage pick-up, and bi-weekly blue can pick up. The city would also request as alternative on the contract, separate pricing for bi-weekly recycling pick-up, if at some time the city restates that program.

A five-year contract with (2) 1-year renewals totaling up to seven total years. The successful party will be negotiated from this request.

**DEADLINE FOR QUALIFICATION:** The proposal will be received until 4:00 p.m. on **February 26th, 2021** at North Ogden City Hall, 505 East 2600 North, North Ogden, Utah 84414.

**OBTAINING DOCUMENTS:** Requests for qualification information and contract documents may be obtained at the North Ogden City Hall 505 East 2600 North, North Ogden, UT 84414.

**REQUIRED PRE-BID MEETING:** **Not Required**, but if you have any questions, we will be holding a zoom call on January 27<sup>th</sup> at 1pm. Please click the link below to join.

<https://us02web.zoom.us/j/82368127280>

**PROJECT ADMINISTRATION:** All questions relative to this project, prior to the opening of bids, shall be directed to the Public Works Director at the Public Works Office. All questions must be submitted in writing and will be answered and forwarded to RFQ document holders.

**OWNER'S RIGHTS RESERVED:** The owner reserves the right to reject any and/or all proposals, to waive any informality in a proposal and to make awards in the interest of North Ogden City.

Dated: January 13, 2021

By: David Espinoza, Public Works Director  
North Ogden City Corporation

Published: January 13, 2021

## REQUEST FOR PROPOSALS

### RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL SERVICES NORTH OGDEN CITY CORPORATION SUMMARY SHEET

Project Sponsor: North Ogden City

Location: North Ogden City

Requested Services: A qualified and licensed contractor to provide curbside garbage services in North Ogden City.

Work to be done in accordance with the contract, a copy of which is included.

Contract Representative: David Espinoza, Public Works Director  
North Ogden City  
332 East Pleasant View Dr.  
North Ogden, Utah 84414  
Phone: (801) 782-8111  
Fax: (801) 782-6453

Advertisement Dates: January 13, 2021-February 26, 2021

Pre-bid Meeting: **Not required**, but if you have any questions, we will be holding a zoom call on January 27<sup>th</sup> at 1pm. Please click the link below to join.

<https://us02web.zoom.us/j/82368127280>

Proposal Due Date: February 26, 2021

Proposal Format: 6 copies of the proposal are required. 1 electronic copy of the proposal is also required. Responses to the request will be made in accordance with the guidelines and information provided herein. The City reserves the right to interview respondents or to request product demonstrations as part of the proposal evaluation process and to reject any or all proposals.

Submit Proposals to: **City Recorder's Office**  
**505 East 2600 North**  
**North Ogden, Utah 84414**  
**[Administration@nogden.org](mailto:Administration@nogden.org)**

**REQUEST FOR PROPOSALS**  
**for**  
**NORTH OGDEN CITY**  
**RESIDENTIAL SOLID WASTE COLLECTION**  
**AND DISPOSAL SERVICES**

**I INTRODUCTION**

This Request for Proposals is intended to provide garbage services in North Ogden City.

**II SCOPE OF WORK**

The Scope of Work shall be stipulated in the attached RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL SERVICES AGREEMENT. The Contract includes providing weekly garbage can pick up (black) and biweekly blue can pickup from curbside at each residential unit and at each city facility with North Ogden City. North Ogden City has approximately 6310 black collection units, 843 additional black (second container) units which have always been used for garbage. The City also has 6172 blue curbside units, 277 additional (second container) units which are blue in color and up until last year were used as bi-weekly recycling. The City would like to look at options of utilizing the blue units for garbage until such time that the City begins to operate their recycling program again. At which time, the contract could be renegotiated. North Ogden City provides, maintains, and delivers all collection units/receptacles. Garbage must be hauled to Weber County Transfer Station. And if recycling is reinstated it will need to be hauled to an approved Recycling facility.

**III OBJECTIVES AND TASKS**

The objectives and tasks shall be as stipulated in the attached RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL SERVICES AGREEMENT.

**IV QUALIFICATIONS AND RESPONDENTS – RESIDENTIAL SOLID WASTE  
COLLECTION AND DISPOSAL SERVICES**

Respondents to this request shall be able to demonstrate their capability to comply with the following requirements:

- a. Must have a valid business license.
- b. Must have current insurance/bonding to include:
  - 1. Auto: Combined Single Limit of \$1,000,000
  - 2. General Liability: \$1,000,000 each occurrence and \$2,000,000 aggregate
  - 3. Umbrella: \$1,000,000
  - 4. Performance Bond \$300,000
- c. Must be able to provide a summary of work performed on similar projects with similar complexity within the past five (5) years.
- d. Provide references from current and/or previous garbage collection contracts of similar or greater size and complexity.
- e. Knowledge of local conditions such as terrain and weather.

- f. Describe drug testing program.
- g. Provide information on fleet size and ability to complete garbage and recycling routes in a timely manner.
- h. Provide information on customer care: hours of operation, customer care manager for the City (point of contact), response to missed cans, etc.
- i. Provide legal, off-site disposal of all wastes generated from performing the contract.
- j. Provide employees with identification badges to be worn while working on City property.
- k. Please Provide information on facilities and redundancies in place which could be included in a contract to help with an Emergency or disaster to our city, i.e., equipment, out-of-state help, or planning resources.

## **V REQUIREMENTS FOR PROPOSAL SUBMITTAL**

Proposal should be limited to **15** single-sided pages of single or double-spaced written text, in addition to appropriate brochures, equipment lists, etc. All proposals shall contain the following information:

- a. A letter of introduction.
- b. The name, address, telephone number and current licenses of the contractor.
- c. A written description of all components of the Scope of Work according to the understanding of the submitter.
- d. A statement of the Contractor's expertise, experience or attributes that will provide an indication of the submitter's ability to fulfill the Contract. Include a description of related experiences for clients similar to North Ogden City during the previous five (5) years.
- e. A listing of equipment and total number of employees available and to be employed by the Contractor.
- f. A list of past projects of similar size, scope, etc. and the name, telephone number and position of a contact person from each entity who is familiar with the Contractor's performance to provide a reference.
- g. Cost per container for residential garbage and residential blue can pick-up.

| CANS                      | Price |
|---------------------------|-------|
| 1 <sup>st</sup> Black Can | \$    |
| 2 <sup>nd</sup> Black Can | \$    |
| Blue Can                  | \$    |

## **VI SELECTION CRITERIA**

Proposals submitted in response to this RFQ will be awarded using the “**Choosing by Advantages Decision Making Systems.**” Contract negotiations will be initiated with the highest-ranking applicant, please address the following criteria in your proposal. The selection criteria are as follows:

- 1) Company Size
  - A) Ability to complete daily garbage routes (fleet size)
  - B) Ability to service garbage and recycling pick-up
  - C) Current commitments
- 2) Customer Service
  - A) Hours of operations
  - B) Response time on missed cans
  - C) Access to local customer care agent (from citizens and North Ogden Staff)
- 3) Knowledge of local conditions
  - A) Knowledge of challenging terrain
  - B) Ability to complete routes in inclement weather
- 4) Insurance/bond ability
  - A) Liability coverage
  - B) Bonds
- 5) Overall cost of service
  - A) Cost per can on a monthly basis Garbage and Recycling
  - B) Cost of equipment/labor on holidays and weekends
  - C) Alternative cost for weekly recycling pick-up, and green waste pick-up May through October

|   | Criteria                                                              | Maximum Points |
|---|-----------------------------------------------------------------------|----------------|
| 1 | <b>COMPANY SIZE</b>                                                   | <b>25</b>      |
| A | Ability to complete daily garbage routes                              | 10             |
| B | Ability to service garbage and recycling pick-up                      | 7              |
| C | Current commitments                                                   | 8              |
| 2 | <b>CUSTOMER SERVICE</b>                                               | <b>25</b>      |
| A | Hours of operations                                                   | 5              |
| B | Response time to missed cans                                          | 10             |
| C | Access to local customer care agents                                  | 10             |
| 3 | <b>KNOWLEDGE OF LOCAL CONDITIONS</b>                                  | <b>10</b>      |
| A | Knowledge of challenging terrain                                      | 5              |
| B | Ability to complete routes in weather                                 | 5              |
| 4 | <b>INSURANCE/BOND ABILITY</b>                                         | <b>10</b>      |
| A | Liability coverage                                                    | 5              |
| B | Bonds                                                                 | 5              |
| 5 | <b>OVERALL COST OF SERVICE</b>                                        | <b>30</b>      |
| A | Cost per can on monthly basis                                         | 16             |
| B | Cost of equipment/labor on holidays                                   | 7              |
| C | Alternative cost for weekly recycling/<br>Green waste pick up May-Oct | 7              |
|   | <b>Total</b>                                                          | <b>100</b>     |

## **VII AUTHORIZATION TO BEGIN WORK**

The selected provider of these services will be given a written Notice of Award within 7 days following City Council approval. Agreements for providing the RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL SERVICES will accompany that notice and the Contractor shall sign two (2) original copies and return the Agreement to the City within 7 days of receiving the Notice of Award; along with required licensing, bonding, and insurance verification and requested documentation.