

TOWN OF FRANCESTOWN
OFFICE OF SELECTMEN
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FRANCESTOWN, NEW HAMPSHIRE 03043-0005

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Request for Proposals
Transfer Station Waste Disposal

Proposals due: 12:00 p.m. on October 19, 2023

The Town of Francestown is seeking proposals from one or more qualified vendors (Companies) for the hauling of solid waste and recyclable materials for a term of 3 years commencing no later than February 1, 2024.

Background

The Town of Francestown operates a Transfer Station located at 248 Todd Road in Francestown (the Transfer Station). The Transfer Station is currently open Wednesdays 1pm to 6pm, Saturdays 8:30am to 4:30pm, and Sunday 8:30am to 1pm. Current operations include the outdoor, uncovered storage of construction & demolition materials and #1 & #2 plastics and covered storage of clean glass, mixed paper, and aluminum materials in roll-off containers. The Town owns and operates a compactor for MSW. The Town independently brokers all other materials. (E-Waste, Tires, Batteries, HazMat, Scrap Metal, etc.) If your company offers this brokering service, the Town is open to discussions regarding this option.

Historically, the Town has needed only one roll-off each week for MSW. The Transfer Station's hauling history for the preceding 12 months for major commodities is as follows (NOTE: This data is provided for reference only, it is not meant to serve as predictor for the waste during the term of the proposal):

Material

MSW	396 tons	~52 hauls per year
C & D	108 tons	~19 hauls per year
Glass (PGA)	36 tons	~5 hauls per year
Mixed Paper (Fibers-Loose)	76 tons	~26 hauls per year
Plastics (#1 & #2)	12 tons	~12 hauls per year

Scope of Services

Municipal Solid Waste (MSW)

1. The Company will maintain one (1) 40+ cubic yard closed roll-off receiver to be used for the disposal of MSW compacted by the Town-owned compaction unit.
2. The Company will haul the loaded MSW roll-off on a weekly basis. Requested pickup days are Monday or Tuesday unless otherwise requested by the Town.
3. The Company will provide to the Town a certified weight slip.

Recycled Materials

The Company will provide containers for, haul, and recycle of all recyclables accepted by the Town. Major recyclables accepted are Glass (Clean), Construction/Demolition (C&D), Plastics (#1 & #2), Mixed Paper (Fibers-Loose), Aluminum (Town owned container). All recycled material containers must be returned in place before opening on each day of operation. (The Town reserves the right to change or alter the composition of recycled materials dependent upon market trends.)

Construction and Demolition Debris (C & D)

1. The Company will maintain one (1) 40+ cubic yard open roll-off receiver to be used for the disposal of non-commercial C & D.
2. The Company will haul the C & D roll-off within 48 hours notification by the Town.
3. The Company will provide to the Town a certified weight slip.

Glass-Clean

1. The Company will maintain one (1) 30+ cubic yard open roll-off receiver to be used for the disposal of clean glass.
2. The Company will haul the glass roll-off within 48 hours notification by the Town.
3. Glass will be hauled to a location identified Town (currently Keene, NH) by the Company and the Company will provide to the Town a certified weight slip.

Mixed Paper – Fibers Loose

1. The Company will maintain one (1) 40+ cubic yard covered roll-off receiver to be used for the disposal of mixed paper. (Cover shall be comparable to WasteQuip Model #220085.)
2. The Company will haul the paper roll-off bi-weekly. Requested pickup days are Monday or Tuesday unless otherwise requested by the Town.
3. The Company will provide to the Town a certified weight slip.

Plastics (#1 & #2)

1. The Company will maintain one (1) 30+ cubic yard open roll-off receiver to be used for the disposal of plastics.
2. The Company will haul the plastics roll-off monthly. Requested pickup days are Monday or Tuesday unless otherwise requested by the Town.
3. The Company will provide to the Town a certified weight slip.

Aluminum

1. The **Town** will maintain one (1) 30+ cubic yard closed roll-off receiver to be used for the disposal of plastics.
2. The Company will haul the aluminum roll-off within 48 hours notification by the Town.
3. Aluminum will be hauled to a location identified Town (currently Scrap It Inc.).
4. The Company will provide to the Town a certified weight slip.

General Information

Award of Contract – It is the policy of the Town of Francestown that contracts are awarded only to responsible vendors. In order to qualify as responsible, a prospective vendor must meet the following standards as they relate to this request: have adequate financial resources for performance or have the ability to obtain such resources as required during performance; have the necessary experience, organization, technical and professional qualifications, skills and facilities; be able to comply with the proposed or required time of completion or performance schedule; and have a demonstrated satisfactory record of performance.

Pricing – All prices should include all labor, material costs, surcharges and any discounts offered.

Tied Proposal – When identical low proposals are received with respect to price, delivery, and quality, award may be made by a toss of a coin, with the following exception. When a tied proposal exists between a local and an out-of-town proponent, preference may be given to the local proponent. Any proponent having a local agent who is a bona fide resident of the town is considered to be local.

Governing law – All contracts entered into by the town shall be governed by the laws of the State of New Hampshire. Any claims arising out of the contract shall be brought only in the Hillsborough County Superior Court.

Submission Information

All Respondents shall:

1. Return a signed copy of the attached Cost Proposal sheet;
2. Provide a certificate of insurance to cover the period of the contract for Worker's Compensation, General Liability, and automobile in the highest amount held by the company; and
3. Supply the Town with the Company's qualifications, experience, and five municipal references who have employed the Company within the last three years.

Proposals must be received at the Francestown Town Offices, P.O. Box 5 (27 Main Street) Francestown, NH 03043 no later than 12:00 p.m. on October 19, 2023 in order to be eligible for consideration. Each proposal must be submitted in a sealed envelope clearly marked: "Solid Waste Hauling." Proposals will be publicly opened at the Town Offices on 10/20 at 12:00p.m.

The Town of Francestown reserves the right to reject any or all proposals or accept the proposal the Town deems to be in its best interest, regardless of the lowest proposal amount. The Town reserves the

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Solid Waste Hauling RFP

right to request additional data or information or a presentation in support of written proposals, however the Town may award a contract based on the offers received, without additional submissions. The proposal should be submitted on the most favorable terms, from all aspects, which the contractor can submit. The Town reserves all rights to negotiate with the contractor of its choice based not solely upon cost alone, but on the qualifications and ability of the contractor to perform, consistent with the Town's intent, requirements, time schedule, and funds availability. The Town further reserves the right to:

- Not award a contract for the requested services;
- Waive any irregularities or informalities in any proposals;
- Accept the proposal deemed to be the most beneficial to the public and the Town;
- Negotiate and accept, without advertising, the proposal of any other company in the event a contract cannot be successfully negotiated with the selected firm; and
- Retain products submitted by companies for its own use at its sole discretion.

Site Visit: All prospective bidders are encouraged to schedule a site visit. To schedule, please contact Jamie A Pike at 603-547-3469.

Alternates: Alternate proposals which are deemed to improve operations and material handling are welcomed for consideration. (Additional compactors, gambrel closed containers, etc.)

Any questions regarding this Request for Proposals shall be directed to Town Administrator, Jamie A Pike at 603-547-3469 or selectmensoffice@francestownnh.org.

TOWN OF FRANCESTOWN

Transfer Station Waste Disposal Cost Proposal

COMPANY INFORMATION

Company Name: _____

Mailing Address: _____

Contact Person: _____

Phone Number: _____

Email: _____

Date available to begin service: _____

MSW 40+ cubic yard closed roll-off receiver

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Rental fee (if any)	\$ _____/mo	\$ _____/mo	\$ _____/mo
Charge per ton	\$ _____	\$ _____	\$ _____
Alternate: (All-inclusive (Haul and Disposal) price per ton.)	\$ _____	\$ _____	\$ _____

Name of company accepting MSW (If different from above) _____

C & D 40+ cubic yard open roll-off receiver

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Rental fee (if any)	\$ _____/mo	\$ _____/mo	\$ _____/mo
Charge per ton	\$ _____	\$ _____	\$ _____

Name of company accepting C&D (If different from above) _____

Glass 30+ cubic yard open roll-off receiver

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Rental fee (if any)	\$ _____/mo	\$ _____/mo	\$ _____/mo

Mixed Paper (Fibers-Loose)

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Rental fee (if any)	\$ _____/mo	\$ _____/mo	\$ _____/mo
Charge/(Revenue)	\$ _____/ton	\$ _____/ton	\$ _____/ton
Name of company accepting paper (If different from above) _____			

Plastics (#1 & #2) 30+ cubic yard open roll-off receiver

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Rental fee (if any)	\$ _____/mo	\$ _____/mo	\$ _____/mo
Charge per ton	\$ _____	\$ _____	\$ _____
Name of company accepting Plastics (If different from above) _____			

Town-owned closed container for Aluminum Cans

	<u>Year One</u>	<u>Year two</u>	<u>Year Three</u>
Charge per haul	\$ _____	\$ _____	\$ _____
Name of company accepting cans (If different from above) _____			

Does your company provide tandem hauling of materials? Y or N If yes, please indicate any differences in haul charges for this service. _____

The Company shall disclose any additional surcharges and/or fees associated that are currently charged or may be charged in the future. Any surcharges not disclosed at the time of bid submittal will not be paid by the Town unless negotiated at least 30 days in advance.

Unless otherwise stated in the proposal, the Town assumes the ability to accept the proposal in its entirety or any combination of portions for a three-year term. It is the responsibility of the company to make clear any rates that are considered contingent on hauling all products.

By signing below you certify the rates above and a full understanding of the proposal as outlined in the scope of services.

Name and Title of Authorized Signatory:

_____	_____
Name of Authorized Signatory	Title

_____	_____
Signature	Date