

RESOLUTION R16-686

A RESOLUTION AUTHORIZING THE ENTERING INTO A CONTRACT WITH WASTE INDUSTRIES USA, INC. FOR THE PROVISION OF SOLID WASTE SERVICES; AUTHORIZING THE CITY CLERK TO ATTEST SIGNATURES AND AFFIX THE OFFICIAL SEAL OF THE CITY, AS NECESSARY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

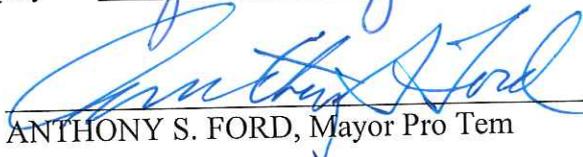
WHEREAS, the City of Stockbridge ("City") is a municipal corporation located within Henry County, Georgia duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City; and

WHEREAS, the City finds it necessary and desirable to enter into a contract for the provision of solid waste services with Waste Industries USA, Inc.

THEREFORE, IT IS NOW RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE, GEORGIA, AS FOLLOWS:

1. **Approval of Execution.** The City hereby approves the contract for solid waste services with Waste Industries USA, Inc., attached hereto as Exhibit A and the Mayor or Mayor Pro Tem is hereby authorized to execute said contract with such changes as are recommended by the City Attorney.
2. **Documents.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate the amendment, subject to approval as to form by the City Attorney.
3. **Severability.** To the extent any portion of this Resolution is declared to be invalid, unenforceable or non-binding, that shall not affect the remaining portions of this Resolution.
4. **Repeal of Conflicting Provisions.** All City resolutions are hereby repealed to the extent they are inconsistent with this Resolution.
5. **Effective Date.** This Resolution shall be effective on the date of its approval by the City Council and Mayor as provided in the City Charter.

SO BE IT RESOLVED this 14th day of January 2016.


ANTHONY S. FORD, Mayor Pro Tem

ATTEST:


VANESSA HOLIDAY, City Clerk (SEAL)

APPROVED AS TO FORM:

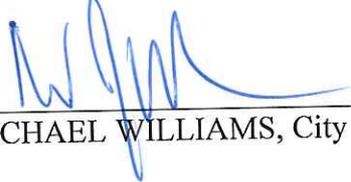

MICHAEL WILLIAMS, City Attorney



EXHIBIT A
CONTRACT



City of Stockbridge

To: Mayor and City Council

Meeting Date:

January 11, 2016

Staff Recommendation

Attachments/Exhibits for Agenda Item:

Grading Sheet
Power Point presentation: May 21st

Action requested by City Council

For informational purposes only

ITEM: Recommendation for Outsourcing of Sanitation Services

Presenters: Kevin Walter, Public Works Director

Background:

Staff has been working for several months on the solicitation of proposals for the purpose of providing sanitation services to all Stockbridge residents. The City currently uses in-house staff, along with some temporary staff to handle our sanitation services. Due to the age and condition of several of our trash collection trucks, we are at a point where we must decide on either making a substantial capital investment in new trucks, or consider the option of privatizing this service. After several discussions with Mayor and Council, staff was directed to proceed with the Request for Proposal (RFP) process. A Town Hall meeting was held on May 21st, to notify the public of our intentions. The process was thoroughly researched, as staff consulted with several jurisdictions that had recently gone through this same process.

The RFP's were drafted in August and issued on September 2nd. The proposals were submitted to the City on October 20th, and we received five proposal packages. The proposals were reviewed by the staff, and that the top three firms were identified. On November 19th, staff conducted interviews with the top three.

Based on the proposals, interviews, and final pricing proposals, staff recommends award of the sanitation services to Waste Industries.



Stockbridge



Town Hall Meeting

Sanitation Services

Thursday, May 21, 2015

City Hall Council Chambers



Town Hall Meeting – Sanitation Services

Agenda:

- Pros and Cons of Privatization of Sanitation Service
- The Need for Recycling
- The City's aging Sanitation Equipment
- Concerns/Recommendations
- Q&A



Town Hall Meeting – Sanitation Services

Pros & Cons of Privatization

Pros:

- Improved Service to our Citizens
- Option for Recycling
- New Containers provided free (90 gallon trash cart, & 60 gallon recycling cart)
- No mandatory requirement for plastic bagging waste
- Fewer holiday days
- Citizen contact still to Stockbridge Public Works Department
- No layoffs of City employees

Cons:

- Costs may increase slightly



Town Hall Meeting – Sanitation Services

The Need for Recycling

- The City's existing waste contract prohibits recycling
- Recycling will include Cardboard, Mixed Paper, Aluminum and metal cans Shredded paper, Plastic and aluminum beverage containers, Glass, etc.
- There are options for citizens award programs
- Citizens do not have to segregate recyclable materials, all goes in same cart



Town Hall Meeting – Sanitation Services

The City's Aging Sanitation Equipment

- City now has 4 very old garbage trucks
- Will need to replace at least 2 trucks at cost of over \$300,000 which could increase yearly sanitation costs 30% or more



Town Hall Meeting – Sanitation Services

Concerns and Recommendations

- No layoffs of City Sanitation Staff, they will be assigned to other maintenance duties
- Costs will go up less with outsourcing
- Citizen contact will still be with City Public Works Staff



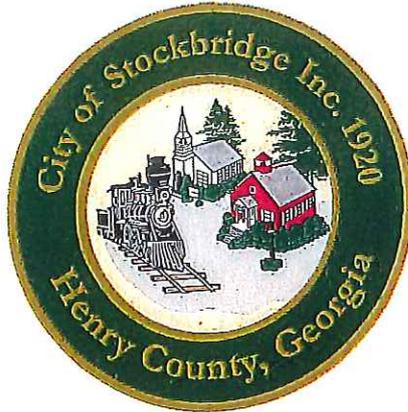
Town Hall Meeting – Sanitation Services

Questions and Answers

A large, empty rectangular box with a blue border, intended for recording questions and answers.

City of Stockbridge Finance Department
4640 North Henry Boulevard
Stockbridge, GA 30281
770-389-7900

RFP # 201508-02
SANITATION COLLECTION SERVICES



Important notice- please read carefully!
All RFP's must be received at the City of Stockbridge Finance Department before 12:00 PM (noon) on the due date. Any received after that time will not be accepted. The City accepts no responsibility for delays in the mail. Mail or deliver to:

City of Stockbridge Finance Department
Attn: Purchasing Clerk
4640 North Henry Boulevard
Stockbridge, GA 30281

Any revisions made on the outside of the envelope WILL NOT be considered. All vendors are required to submit the original and at least five (5) duplicated copies of any RFP submitted to City of Stockbridge. Non-submission of duplicate copies may disqualify your bid/proposal.

A label has been enclosed to affix to your RFP. This label must be affixed to the outside of the envelope or package, even if it is a "No Bid" response. Failure to attach the label may result in it being opened in error or not routed to the proper location for consideration.

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**City Of Stockbridge
RFP For Sanitation Collection Services**

Invitation to Propose and Schedule of Events

1. Invitation to Propose

The City of Stockbridge is soliciting proposals from qualified contractors for the provision of residential and small commercial solid waste, yard waste, and comingled recyclable material collections. Proposals received after the deadline will not be considered.

The contractor shall provide, in a good workmanlike manner, the services called for and described herein which consists of all supervision, equipment, labor, and all other items necessary to provide the City with complete refuse, recycling, yard waste collection, removal and disposal and to complete said work in accordance with the provision. Collection of bulk waste, scrap metal, and tree limb debris removal may also be considered as part of the work.

The City of Stockbridge has approximately 7,432 solid waste accounts consisting of 7,320 residential and 112 small commercial businesses. The work also includes collections at City Hall, Public Works, Municipal Courts, Waste Water Treatment Plant, Merle Manders Conference Center, Ted Strickland Community Center and the Community Arts Center.

No proposer may withdraw his/her proposal within ninety (90) days after the actual date of the opening thereof.

The successful proposer will be notified by the City of acceptance of the proposal. The successful proposer must submit an executed Contract and Certificate of Insurance before a Notice to Commence can be issued. Upon receipt of the Notice to Commence, the successful proposer shall begin work with the requisite workforce and equipment on the date specified.

2. Schedule of Events

SCHEDULE OF EVENTS FOR RFP # 201508-02 Sanitation Collection Services - Stockbridge, Georgia	
RFP Issued	September 2, 2015
Mandatory Pre-Proposal Meeting	September 29, 2015 10:00 AM
Deadline for requests for clarifications and questions. These requests will be answered in an addendum and must be emailed to: hmills@cityofstockbridge-ga.gov	October 6, 2015 10:00 AM
*Deadline for first addendum, if required, posted on the City of Stockbridge website: www.cityofstockbridge.com	October 13, 2015 10:00AM
RFP Due	October 20, 2015 12:00 Noon
Oral Presentation For Short Listed Firms	Date TBD

**City Of Stockbridge
RFP For Sanitation Collection Services**

Instructions to Proposers

1.0 PROPOSAL SUBMITTAL

1.1 The proposal submittal package shall consist of those documents identified below. All documents must be completed and included as part of the proposal submittal package. No interlineations, additions, or deletions shall be made to the documents submitted. All information on the documents must be completed in ink or typewritten and executed by an officer or employee of the company or firm having authority to bind the company or firm, when submitted. Erasures or other changes to responses of the proposers must be noted and signed by the proposer on the page where they occur. Failure to follow instructions in completing any part of the proposal submittal package may cause the proposal to be deemed non-responsive and be rejected.

- a. A comprehensive and detailed technical and business prospectus not longer than One Hundred (100) pages including all resumes of assigned personnel and supporting information for the below bulleted information, descriptively outlining:
 - Vendor's ability to adequately and satisfactorily perform services outlined in this RFP.
 - Identification of any sub-contractors
 - Evidence, in form and substance satisfactory to the City that the proposer has not less than five (5) years actual operating experience in refuse collection and disposal, and recyclables collection and processing.
 - Provide at least three (3) references of cities similar in size and scope, which are or have been under contract with the proposer (include contact name, position, phone number, and email address).
 - Describe any Notices of Violation (NOVs) issued within the last five (5) years at any of your disposal sites.
 - List the designated disposal site(s) available to your company and expected closure dates.
 - Describe your truck fleet and type of carts/ bins and major equipment that will be utilized in performance of the work.
- b. Price Sheet - Costs and rates must include all fees, charges, surcharges, and extra pick-ups.
- c. E-Verify Form
- d. W9 Form
- e. Business License
- f. Certificate of Insurance – Attachment 7
- g. Non-Collusion Bidding Certificate – Attachment 1
- h. Non-Collusion Affidavit of Sub-Contractor – Attachment 2
- i. Certification regarding debarment, suspension, and other responsibility Matters Primary Covered Transactions – Attachment 3
- j. Ineligibility Certificate – Attachment 4
- k. Certification of Drug-Free Workplace – Attachment 5
- l. Conflict of Interest and Prohibition Against Contingent Fees Certification – Attachment 6
- m. Affidavit Verifying Status of City Public Benefit Application - Attachment 8
- n. Certification Regarding Lobbying – Attachment 9
- o. Proposal Submittal Letter – Attachment 10

City Of Stockbridge
RFP For Sanitation Collection Services

Instructions to Proposers

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- p. Contractor Affidavit under O.C.G.A. 13-10-91(b)(1) – Attachment 11
 - q. Contractor Affidavit under O.C.G.A. 13-10-91(b)(3) – Attachment 12

- 1.2 Five (5) copies of the proposal submittal package shall be submitted in a sealed envelope using label provided in Attachment 13 and delivered to the City's Purchasing Clerk's Office, 4640 North Henry Boulevard, Stockbridge, Georgia, 30281 before 12:00 Noon October 20, 2015. Proposals received after the deadline will not be considered.

2.0 NOTICE OF OTHER REGULATIONS AND REQUIREMENTS

- 2.1 Proposers are required to examine the Specifications carefully and to make such examinations of the site of the project as necessary to familiarize themselves with the nature and extent of the tasks to be completed and with all local conditions and/or laws and regulations which may affect the work. The City of Stockbridge will not be responsible for proposer's errors or misjudgment, nor for any information or lack of information, on location conditions, or general laws and regulations.
- 2.2 Failure of a proposer to be aware of any applicable federal, state, or local regulations shall not excuse compliance, regardless of whether specifically cited in the Contract Documents and Specifications or any related document.

3. AUTHORITY TO SIGN

- 3.1 If a proposal is made by an individual, the name and mailing address must be shown. If made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.
- 3.2 The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

4. PROPOSAL SECURITY AND PERFORMANCE BONDS

- 4.1 No bond is required

5. RIGHTS RESERVED

- 5.1 The City of Stockbridge reserves the right to reject any or all proposals, to waive informalities and to re-advertise. The City of Stockbridge also reserves the right to reject proposals which are non-confirming or to reopen the proposal if all proposals exceed funds available for the project.
- 5.2 The City of Stockbridge reserves the right to reject any or all proposals from proposers who are declared non-responsive. A proposer who cannot demonstrate

**City Of Stockbridge
RFP For Sanitation Collection Services**

Instructions to Proposers

sufficient financial resources to perform the contract within the time specified or who has failed to successfully perform previous contracts, or whose lack of character, integrity, reputation, judgment, and experience raise questions about the successful completion of the work may be declared non-responsive. Any proposer whose lack of compliance with laws, ordinances and regulations relating to similar projects of similar character may also be declared non-responsive.

- 5.3 Proposers failing to include all documents in the submittal package as required by the proposal requirements may cause the proposal to be declared as non-responsive and be rejected. The failure to follow instructions in completing any part of the proposal package may also cause the proposal to be declared non-responsive and be rejected.
- 5.4 The City of Stockbridge reserves the right to reject any proposal which contains unauthorized additions, conditions, limitations, or provisions to the terms of the proposal, including such changes which result from interlineations, additions, or deletions made to the documents in the proposal package.

6. PROPOSAL EVALUATION

- 6.1 The contract for the work, if awarded, will be awarded based on the following evaluation criteria:
- *Customer Service:* The Contractors ability to provide both internal and external customer service
 - *Experience with Similar Entities:* Experience with other governments and organizations.
 - *Implementation and Timeline:* Ability of the Contractor to implement services and amount of time involved in the implementation process.
 - *Experience of Assigned Personnel:* The credentials and experience of the person(s) assigned.
 - *Financial Stability:* Ability of the Contractor to demonstrate their financial strength.

Proposal will be evaluated and scored based upon the following categories:

A.	Technical Requirements	
a.	Customer Service	20 points
b.	Experience with Similar Entities	15 points
c.	Implementation and Timeline	10 points
d.	Experience of Assigned Personnel	5 points
e.	<u>Financial Stability</u>	<u>5 points</u>
	Subtotal	55 points
C.	Oral Presentation	20 points
B.	<u>Price</u>	<u>25 points</u>
	TOTAL	100 points

- 6.2 The City reserves the right to request oral interviews from the top ranking firms which will be assembled into a short list of three (3) to five (5) firms. If oral interviews are conducted, it will be in accordance to the anticipated schedule.

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RFP For Sanitation Collection Services**

Instructions to Proposers

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- 6.3 The City reserves the right to request additional written information or clarification of the proposal from top ranking firms.
7. Oral Presentation
- 7.1 Short-listed Contractors will be required to give an oral presentation to the evaluation staff to demonstrate their understanding of the project and their ability to meet the specifications of the proposal. The dates for the presentation are to be determined.
8. AWARD OF CONTRACT
- 8.1 Bidders shall be asked to bid on multiple initial terms of service including two (2) years, Three (3) years, and five (5) years. Each term of service shall also include five (5), one (1) year renewal options pending the agreement of both parties. Should either the City or contractor elect not to renew and extend the contract for any of the additional five (5) one-year periods, notice must be given, by certified mail (return receipt requested) to the other party in writing not less than ninety (90) days prior to the expiration of the Contract term.
- 8.2 The contract shall be executed on the form provided by the City of Stockbridge to the successful proposer (hereinafter, the "Contractor"). The contract shall form a binding contract between the contracting parties.
9. FAILURE TO EXECUTE CONTRACT
- 9.1 Failure to execute contract or to furnish satisfactory proof of insurance coverage as required within ten (10) days after the date of Notice of Award of the contract shall be just cause for the annulment of the award and for the forfeiture of the proposal bond, not as a penalty, but as liquidation of damages sustained. At the discretion of the City of Stockbridge, the award may then be made to the next lowest responsible and responsive proposer, or project may be re-advertised.
10. INSURANCE, PROOF OF COVERAGE
- 10.1 The contractor shall be required to furnish the City of Stockbridge with satisfactory proof of insurance coverage consistent with the policies and requirements of O.C.G.A. §50-21-37 and as specified in the contract agreement. The insurance requirements are shown in Attachment 7 of this document.
11. TIME
- 11.1 The contractor shall commence work with requisite workforce and equipment on a date specified in a written "Notice to Commence" order from the City of Stockbridge. Anticipated date for commencement of work is first quarter of 2016.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Instructions to Proposers

12. CONDITIONS

- 12.1 Each proposer shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the contract. It is also expected that the contractor will obtain information concerning the conditions at locations that may affect its work.
- 12.2 Except with respect to events or conditions, which are not discoverable, the contractor shall make his/her own determination as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions encountered or created, without extra cost to the City.
- 12.3 The contract and proposal documents contain the provisions required for completion of the work to be performed. Information obtained from an office, agent, or employee of the City of Stockbridge or any other person shall not affect the risks or obligations assumed by the contractor or relieve him/her from fulfilling any of the conditions of the contract. Each proposer is responsible for inspecting the site and for reading and being thoroughly familiar with the contract documents and requirements. The failure or omission of any proposer to so familiarize him/herself shall in no way relieve the proposer from any obligation in respect to his/her proposal.

13. ADDENDA AND INTERPRETATION

- 13.1 No interpretation of the meaning of the contract documents will be made orally to any Proposer. Any request for such interpretation should be in writing, via email, to the Purchasing Clerk no later than October 6, 2015 by 10:00AM. Clarifications and questions will be answered in an addendum and posted to the City of Stockbridge website.

14. PUBLIC RECORDS DISCLOSURE:

- 14.1 All RFP's submitted to the City are subject to public disclosure pursuant to Georgia's Open Records Act.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Specifications

1. GENERAL

It is the intention of this specification to establish and define the work to be performed and, in addition, to determine the capability and experience of the company desiring to provide such services.

2. SCOPE OF WORK

- 2.1 The entire geographic area within the corporate limits of the City of Stockbridge shall constitute the service area. The successful bidder shall have exclusive right to service residential sanitation within the service area. Commercial sanitation shall be at the option of the commercial user. Currently only a portion of the commercial businesses in the City limits utilize City Sanitation Services. Services to be provided include residential solid waste, recycling, yard waste collection and disposal services. Recycling shall be single-stream and not require residents to sort the recycling. All solid waste shall be disposed of in a designated, fully permitted landfill. The contractor shall be responsible for any additional disposal cost associated with the processing of yard waste and recycling. Bulk waste, white goods collection and tree limb removal may also be considered as part of the work. The City of Stockbridge currently has an a transfer station located on Railroad Street and a service agreement with the Lamar County Regional Solid Waste Authority to operate that transfer station and to dispose of the City's sanitation waste and recycling materials. This service agreement will remain in force until August 1, 2019 and may be extended. The successful bidder will have the option of utilizing this transfer station as a place of final disposal at the cost under the agreement without markup, or the successful bidder may utilize its own landfill. A copy of this agreement will be provided to all bidders as an attachment to this RFP. Note that the transfer station currently operates Monday to Friday only, 0700 – 1530.
- 2.2 The current quantities for the number of residential and small commercial establishments are strictly estimates. For the purpose of the proposal, proposers shall use 7,320 residential (of which 114 are door services), 112 small commercial businesses and collection at City-owned facilities (hereinafter, "Unit") in determining their proposed fee structure. The contractor and the City shall reach a mutual agreement upon the initial quantity of customers based on a customer count to be conducted jointly by the contractor and the City within the first sixty (60) days of the contract. The quantities will be reviewed jointly by the contractor and City annually to determine the number of customers. Residential sanitation waste shall be picked up once weekly and recycled materials shall also be picked up once weekly. Pick up of these two services may be on the same day or on separate days, however the proposer must specify. Also the entire City may be picked up in divided zones over a 4-5 day period, as is currently done by the City, or it may be picked up in one or a lesser number of days. Again the proposer must specify..

City Of Stockbridge
RFP For Sanitation Collection Services

Specifications

- 2.3 Service shall include, at no additional charge to the City, once a week collection for solid waste and recyclable materials at the following City owned facilities: City Hall, Public Works, Municipal Courts, Waste Water Treatment Plant, Merle Manders Conference Center, Ted Strickland Community Center and the Community Arts Center.
- 2.4 Door service shall be provided to disabled or incapacitated residents meeting medical exemption requirements, as determined by the City, at no additional charge to the City or customer.
- 2.5 The contractor shall perform all services in accordance with articles of the City Of Stockbridge Solid Waste Ordinance, all requirements of the State of Georgia, and the Federal Government
- 2.6 Contractor may offer City other offerings or service enhancements as part of the proposal.
- 2.7 Contractor shall provide to each residential customer one 65 gallon rolling lidded recycling container and one 95 gallon rolling lidded sanitation container as a part of the cost of their proposal. Both containers shall have the seal of the City of Stockbridge. Recycling containers shall be marked with a list of acceptable materials and sanitation containers shall be marked with a list of commonly prohibited materials; e.g.no paint containers, used motor oil, or hazardous materials.

3. COLLECTION OPERATION

- 3.1 Hours of Operation: Collection of solid waste shall begin no earlier than 7:00 A.M. and shall generally not extend beyond 7:00 P.M unless approved by the City. The Contractor may provide the agreed upon services on any day of the week except that no collection shall be made on Sunday. Note however that the hours of operation of the City's transfer station are Monday to Friday 0700- 1530.
- 3.2 Routes of Collection: Collection routes shall be established by the Contractor as approved by the City. Any change in routes must be provided at least thirty (30) days prior to the change being made unless otherwise authorized by the City.
- 3.3 Reports: The Contractor shall provide a monthly report to the Public Works Director, or designee, detailing the amount of Solid Waste, in tons, removed from the City; the amount of Yard Waste, in cubic yards, removed from the City; the amount of Special Waste, in tons, removed from the City; the number of stops to collect Bulky Items/White Goods/Tree Limbs and the amount of Recyclable Material, in tons, removed from the City. The monthly reports shall be submitted by the Contractor to the City along with each monthly invoice for the service. The Contractor shall also furnish all information necessary to complete the required annual waste audit report. Additionally, the Contractor shall provide a weekly complaint and resolution log as defined below under Complaints in this section.

City Of Stockbridge
RFP For Sanitation Collection Services

Specifications

- 3.4 Holidays: Contractor may decide to observe any or all federal, state, or city holidays by suspension of collection service on the holiday. However, the contractor shall meet the obligation for once a week collection. NOTE: Contractor shall be responsible for providing make-up collection for all routes either the business day before or after the scheduled holidays. A holiday schedule and make-up days shall be furnished to the City and customers at least thirty (30) days prior to the scheduled holiday.
- 3.5 Complaints: A customer complaint procedure shall be established by the Contractor so that complaint(s) shall be addressed and promptly resolved within 24 hours of receipt. The contractor shall be responsible for maintaining a log of complaints and provide the City on a weekly basis, with copies of all complaints indicating the date and hour of the complaint, nature of the complaint, location of the complaint and the manner and timing of its resolution. Any missed pickups of residential refuse will be collected the same business day if notification to the contractor is provided by 4:00 p.m. but not later than 12:00 p.m. the next business day if notification is provided after 4:00 p.m. The contractor shall maintain local telephone service between the hours of 8:00 a.m. and 5:00 p.m., an after-hours phone number, and 24 hour email service necessary to receive and handle complaints. Phone calls and email messages submitted by customers shall be directly connected to a local or regional office that oversees the Stockbridge area. The office shall be staffed with customer service-oriented individuals familiar with the Stockbridge area, including the level of service, collection protocol and geographical features. Complaints shall not be routed through a call center or automated answering service.
- 3.6 Manager: The Contractor shall provide a competent Manager within the City service area while the work is being conducted, accessible to the City with authority to act for the Contractor in monitoring the work required. Communications shall be handled between the Manager and the Director of Public Works or his designee(s) before escalation, if necessary.
- 3.7 Collection-Equipment: Contractor, at its sole cost and expense, agrees to furnish, all trucks, equipment, carts, and labor necessary to adequately, safely, efficiently, and properly collect and transport garbage from accounts serviced. Carts damaged through normal wear and tear will be replaced by Contractor. If the resident loses or damages the cart, the resident shall be responsible for replacement of same. Collection of garbage shall be made using sealed packer-type trucks, and such equipment shall not be allowed to leak nor scatter any waste within the limits of the City nor while in route to the disposal site, where such accumulation shall be dumped.

Due to street size variations in the City, the Contractor will need to provide equipment that will accommodate such public streets and gated communities. Special collections shall be made using appropriate equipment. Contractor shall, if necessary, hand-clean all spillage resulting from its collection activities.

All vehicles used in performance of the obligations herein created shall be clearly marked with the Contractor's name, telephone number and unit number legible from

**City Of Stockbridge
RFP For Sanitation Collection Services**

Specifications

150 feet. In addition, the City of Stockbridge should also be labeled on the vehicles and can be magnetically attached. No advertising shall be permitted on vehicles. All collection equipment shall be maintained in a first class, safe, and efficient working condition throughout the term of the Contract. Such vehicles shall be maintained and painted as often as necessary to preserve and present a well-kept appearance, and a regular preventative maintenance program. The City may inspect Contractors vehicles at any time to insure compliance of equipment with Contract, or require an equipment replacement schedule to be submitted to City. Vehicles are to be washed on the inside and sanitized with a suitable disinfectant and deodorant a minimum of once a month. Such vehicles shall be washed and painted or repainted as often as necessary to keep them in a neat and sanitary condition.

The Contractor shall at all times maintain scheduled, uninterrupted service, including the availability of sufficient personnel and equipment to complete the collection service requirements in the event of work stoppage due to equipment failure, employee actions or otherwise.

- 3.8 Hazardous Waste: Contractor shall not be obligated to pick up hazardous wastes.
- 3.9 Protection from Scattering: Each vehicle shall be equipped with a cover which may be net with mesh not greater than one and one-half (1-1/2) inches, or tarpaulin, or fully enclosed metal top to prevent leakage, blowing or scattering of refuse onto public or private property. Such cover shall be kept in good order and used to cover the load going to and from the landfill, during loading operations, or when parked if contents are likely to be scattered. Vehicles shall not be overloaded so as to scatter refuse; however, if refuse is scattered from Contractors' vehicle for any reason, it shall be picked up immediately. Each vehicle shall be equipped with a fork, broom and shovel for this purpose.
- 3.10 Roadways and Access: The Contractor shall interfere as little as possible with the public use of roads, walks and driveway access to houses and businesses; and shall make such temporary provisions as are required to maintain at least one open lane of traffic.

The Contractor shall handle rollout carts and/or bins in a careful manner to avoid spillage and unreasonable damage. All rollout carts and/or bins shall be returned to the proper curbside or backdoor position, upright, with the lids closed. No rollout cart and/or bin shall be left in front of mailboxes or in a manner that would block a driveway. If access to a rollout cart and/or bin is blocked, the Contractor shall notify customer by providing a door knob hanger to explain why service was not provided. The Contractor will subsequently notify the City. The owners of private properties or private access will maintain in a passable and usable condition adequate access for removal of service of rollout carts.

- 3.11 Employees: Contractor's employees shall interact and respond to customers and citizens courteously and shall avoid abusive or obscene language or behavior. Personnel shall wear clean and appropriate uniforms.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Specifications

3.12 Compliance with Laws: The Contractor shall comply at all times with applicable federal, state and City laws and regulations.

3.13 Notice to Customers, Education and Public Information Announcements: Door hangers, approved by the City, shall be utilized by the Contractor to relay information to customers in the event that service cannot be provided at a location. The door hanger shall identify the reason why service has been denied.

4. **BILLING**

4.1 City shall provide billing and bill collection services during the term of the contract unless otherwise agreed upon.

4.2 The City will pay the Contractor on a monthly basis for active accounts only, pro-rated, based on the timely invoice with details regarding each residence within thirty (30) days of the end of each month during which collection services are provided.

4.3 The City shall notify contractor in writing of any customer that has failed to pay the City for collection services; contractor shall cease servicing such delinquent account until notified by the City. The contractor shall have the right to cease servicing any unit if they are performing the billing service.

5. **ADJUSTMENTS**

5.1 The contractor and the City shall reach a mutual agreement prior to any unit cost increases are approved.

5.2 Adjustments of unit quantities by reason of change in the number of customers to be served shall be an annual adjustment in the number of units as of the first day of September immediately preceding the beginning of the new contract year. These unit quantities are not subject to increase for any reason other than annexation at any time other than the beginning of a contract year. In the case(s) of annexation, the Contractor shall be entitled to additional compensation beginning with the first day services are required in any newly annexed area in accordance with the per unit cost scheduled hereinafter set forth.

6. **BOOKS AND RECORDS**

The City and Contractor shall maintain at their respective places of business adequate books and records relating to the performance of their respective duties under the provisions of this Contract and such books and records shall be made available at any time during business hours for inspection by the other party, at the inspecting party's expense, upon reasonable advance notice.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Specifications

7. DAMAGES FOR FAILURE TO PERFORM AND TERMINATION FOR CAUSE

- 7.1 The City expects high levels of customer service and collection efficiency. Performance failures will be discouraged, to the extent as possible, through penalties for certain infractions and thru default and termination under more serious performance failures as described below.
- 7.2 Penalties may be levied for reported failures of service by the contractor if the deficiency is not addressed and corrected within 24 hours.
- Failure to deliver rollout cart and/or recycle bin (48 hour response) - \$25.00 each occurrence.
 - Failure to collect properly placed solid waste, yard waste or recyclable material within 24 hours of the customer complaint - \$50.00 each occurrence.
 - Failure to provide required reports to the City as described above - \$50.00 each occurrence.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Proposal Price Sheet

Proposal Option 1 - Curbside Collection Services utilizing the Cities existing contract with the local City transfer station/Lamar County Regional Solid Waste Management Authority waste disposal site – City Bills Customers (costs and rates must include all fees, charges, and surcharges.)

Rate per month, per Unit, for curbside garbage collection \$ _____

Rate per month, per Unit, for curbside recycling collection \$ _____

Rate per month, per Unit, for curbside yard waste collection \$ _____

Total Combined Monthly Rate \$ _____

Rate per cubic yard dumpster service

Dumpster Pricing		Weekly Collection Frequency		
Cubic Yds.	Total	1x	2x	3x
2	Rate/Mo.			
4	Rate/Mo.			
6	Rate/Mo.			
8	Rate/Mo.			

Contractor to provide curbside bulk collection Yes No
If yes, provide rate per month, per home or price sheet for bulk collection.

Contractor to provide curbside tree limb collection Yes No
If yes, provide rate per month, per home or price sheet for tree limb collection.

Contractor to provide curbside white goods collection Yes No
If yes, provide rate per month, per home or price sheet for white goods collection.

Note: Provide a separate price sheet each for the three options of initial contract term: Two (2) years, Three (3) years, and five (5) years.

**City Of Stockbridge
RFP For Sanitation Collection Services**

Proposal Price Sheet

Proposal Option 2 - Curbside Collection Services without utilizing the Cities existing contract with the local waste disposal site – City Bills Customers (costs and rates must include all fees, charges, and surcharges.)

Rate per month, per Unit, for curbside garbage collection \$ _____

Rate per month, per Unit, for curbside recycling collection \$ _____

Rate per month, per Unit, for curbside yard waste collection \$ _____

Total Combined Monthly Rate \$ _____

Rate per cubic yard dumpster service

Dumpster Pricing		Weekly Collection Frequency		
Cubic Yds.	Total	1x	2x	3x
2	Rate/Mo.			
4	Rate/Mo.			
6	Rate/Mo.			
8	Rate/Mo.			

Contractor to provide curbside bulk collection Yes No
If yes, provide rate per month, per home or price sheet for bulk collection.

Contractor to provide curbside tree limb collection Yes No
If yes, provide rate per month, per home or price sheet for tree limb collection.

Contractor to provide curbside white goods collection Yes No
If yes, provide rate per month, per home or price sheet for white goods collection.

Note: Provide a separate price sheet each for the three options of initial contract term: Two (2) years, Three (3) years, and five (5) years.

City Of Stockbridge
RFP For Sanitation Collection Services

Current Operations

CURRENT OPERATIONS

Customers

- 7,432 customers
 - 7,320 residential units (includes 2 Mobile Home Parks & 2 "gated" community) of which
 - 114 are door service residential collections
 - 112 small commercial accounts

Collections

- Solid Waste collection is done 4 days a week (Monday - Friday)
- Yard Debris, tree trimmings, white goods and bulk are collected on Monday
- Containers – Resident provides trash receptacle

Tonnage Averages for Year 2014

- Household Trash – 6,000 tons (Year 2014)
- Commercial Trash – 110 tons (Year 2014)
- Yard Debris - 500 tons (Year 2014)
- Tree Limb Chipping - 360 tons (Year 2014)
- Bulk Materials – 25 tons collected

Month	Residential	Commercial	Yard Debris	Chipping
January	501.99	11.42	41.32	12.30
February	372.73	5.63	14.65	29.64
March	432.81	10.77	37.17	26.58
April	538.02	10.78	57.86	37.02
May	496.01	7.80	54.80	57.51
June	487.64	10.25	44.24	38.78
July	584.58	9.88	47.92	36.57
August	489.79	9.33	34.68	29.59
September	464.12	7.09	40.41	36.26
October	556.03	9.33	25.07	26.83
November	441.50	7.79	16.75	12.25
December	468.50	6.84	44.16	9.58
Total Tonnage	5833.72	106.91	459.03	352.91

Waste Disposal Site Rates:

Municipal Solid Waste

- 0 to 100 Tons (per month) - No Charge
 - 101 Tons to 600 Tons - \$20.50/Per Ton
 - 601 Tons and Above – Usual and Customary Rates
- The tonnage is computed on a monthly basis



CITY OF STOCKBRIDGE FINANCE DEPARTMENT

4640 North Henry Boulevard
Stockbridge, Georgia 30281
(770) 770-389-7900
Email to: hmills@cityofstockbridge-ga.gov

IMPORTANT NOTICE – PLEASE READ CAREFULLY!!

ALL bids **MUST** be received at the City of Stockbridge Finance Department.

REQUIRED CERTIFICATIONS/ATTACHMENTS

The following certificates/attachments must show that they have been acknowledged (completely filled out, signed, stated N/A with reasons) and returned with bid. Any forms not returned will cause bid to be nonresponsive and thus not considered.

ATTACHMENT 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of _____
County of _____

_____, being first duly sworn, deposes and says that:

(1) He/She is _____ (owner, partner officer, representative, or agent) of _____, the sub-contractor that has submitted the attached RFP;

(2) He is fully informed respecting the preparation and contents of the attached RFP and of all pertinent circumstances respecting such RFP;

(3) Such RFP is genuine and is not a collusive or sham RFP;

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham RFP in connection with the Contract for which the attached RFP has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached RFP or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached RFP are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed)

(Title)

Subscribed and Sworn to before me this _____ day of _____, 20 ____.

Name _____

Title _____

My commission expires (Date)

ATTACHMENT 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

The Proposer, _____, certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Proposal.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

Witness

ATTACHMENT 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____,
and it is also whose address is _____,
certifies that the Contractor, nor any of its subcontractors to be used in performing this Contract, are
listed on the list of Ineligible Contractors maintained by the Comptroller General of the United
States.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

_____,
and it is also whose address is _____, certifies
that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each subcontractor hired by the consultant shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The Consultant shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 6

CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST CONTINGENT FEES CERTIFICATION

This Form Must Be Signed and Return with Bid or Bid will be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____,
and, it is also whose address is _____,
certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict
of Interest in performing services for City of Stockbridge.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 7

INSURANCE REQUIREMENTS

Within ten days of Notice of Award, and at all times that this Contract is in force, the Contractor shall obtain, maintain and furnish the City Certificates of Insurance from licensed companies doing business in the State of Georgia with an A.M. Best Rating A-10 or higher and acceptable to the City covering:

1. Workers' Compensation and Employer's Liability Insurance. Worker's Compensation Insurance in compliance with the applicable Worker's Compensation Act(s) of the State of Georgia wherein the work is to be performed or where jurisdiction could apply in amounts required by statutes. Employer's Liability Insurance, with limits of liability of not less than \$1,000,000 per accident for bodily injury.
2. Commercial General Liability Insurance, including contractual liability insurance, product and completed operations, personal and advertising injury, and any other type of liability for which this Contract applies with limits of liability of not less than \$1,000,000 each occurrence / \$2,000,000 policy aggregate for personal injury, bodily injury, and property damage. Commercial General Liability Insurance shall be written on an "occurrence" form.
3. Automobile Liability Insurance with limits of liability of not less than \$1,000,000 per accident for bodily injury and property damage if automobiles are to be used in the delivery of or in the completion of services and work or driven into the City's property. Insurance shall include all owned, non-owned and hired vehicle liability.
4. Umbrella Insurance with limits of liability excess of Employer's Liability Insurance, Commercial General Liability Insurance and Automobile Liability Insurance in the amount of not less than \$3,000,000.
5. Professional (Errors and Omissions) Insurance – for Professional Services and for all Design/Build Projects with limits of liability of not less than \$3,000,000 per occurrence or claim / \$3,000,000 policy aggregate. Such policy shall also include coverage for losses arising from the breach of information security or cyber liability (including Errors & Omissions, Security and Privacy Liability and Media Liability), whether combined with Professional Liability policy or placed as a separate policy, but carrying the same limits of liability. Such coverage shall insure damage, injury and loss caused by error, omission or negligent acts, including all prior acts without limitation, related to the professional services to be provided under this Contract. The policy shall be amended to include independent contractors providing professional services on behalf of or at the direction of the Contractor. The definition of Contractual Liability shall be amended to state that liability under a contract of professional services is covered. Further, coverage shall be afforded for fraudulent acts, misappropriation of trade secrets, internet professional services, computer attacks, personal injury, regulatory actions, wrongful acts, contractual liability, privacy policy, and insured versus insured. The Contractor shall ensure that coverage under this policy continues for a period of thirty-six months after completion of services.

6. Fidelity Bond (Employee Dishonesty) in the sum of not less than \$50,000.

All such insurance shall remain in effect until final payment is made and the Project is accepted by the City. If the Contractor receives notice of non-renewal or material adverse change of any of the required coverages, the Contractor shall promptly advise the City in writing. Failure of the Contractor to promptly notify the City on non-renewal or material adverse change of any of the required coverages terminates the Agreement as of the date that the Contractor should have given notification to the City. The insurance policies shall contain or be endorsed to contain, the following provisions:

- (a) A provision that coverage afforded under such policies shall not expire, be cancelled or altered without at least thirty days prior written notice to the City.
- (b) Workers' Compensation and Employer's Liability and Property insurance policies shall contain a waiver of subrogation in favor of the City and the City's boards, officials, directors, officers, employees, representatives, agents, and volunteers.
- (c) Commercial General Liability, Automobile Liability and/or Errors and Omissions (if project involves environmental hazards) insurance policies shall include an endorsement making the City and the City's boards, officials, directors, officers, employees, representatives, agents, and volunteers, additional insureds under such policies.

A copy of these endorsements shall be provided to the City.

Certificates of Insurance showing that such coverage is in force shall be filed under this Contract by the Contractor to the City.

The obligations for the Contractor to procure and maintain insurance shall not be construed to waive or restrict other obligations and it is understood that insurance in no way limits liability of the Contractor whether or not same is covered by insurance.

Certificate Holder should read: The City of Stockbridge, 4640 North Henry Blvd., Stockbridge, Georgia 30281.

ATTACHMENT 8

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Name of Applicant

1) _____ I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. Code Section 16-10-20.

Signature of Applicant: _____ Date: _____

Printed Name: _____

*Alien Registration number for non-citizens: _____

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the _____ Day of _____, 2015.

Notary Public: _____

My Commission Expires: _____

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

ATTACHMENT 9

CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid will be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the contractor understands and agrees that the provisions of 31 U.S.C 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: _____

Name and Title of Contractor Authorized Agent: _____

Date: _____ Telephone #: _____

Firm or Company Name: _____

Address: _____

ATTACHMENT 10

PROPOSAL SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

The undersigned, _____, hereby submits its bid proposal to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Proposal submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Proposal made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Proposal, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Proposal Submittal Letter this _____ day of _____, 2015

By

Title

Sworn to and subscribed before me the ____ day of _____, 2015.

Notary Public

My Commission Expires:

Date

ATTACHMENT 11

CONTRACTOR AFFIDAVIT under O.C.G.A. 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the City of Stockbridge and has registered with, is authorized to use, and uses, the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91. Furthermore, the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 2015 in Stockbridge, Georgia.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY of _____, 2015.

My Commission Expires: _____
NOTARY PUBLIC

ATTACHMENT 12

SUBCONTRACTOR AFFIDAVIT under O.C.G.A. 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ on behalf of Name of public employer _____ has registered with, is authorized to use, and uses, the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 2015 in Stockbridge, Georgia.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY of _____, 2015.

NOTARY PUBLIC

My Commission Expires: _____

ATTACHMENT 14

SEALED RFP LABEL
PLEASE ATTACH LABEL TO OUTSIDE OF RFP PACKAGE

SEALED RFP ENCLOSED

DELIVER TO:

City of Stockbridge Finance Department
Attn: Purchasing Clerk
4640 North Henry Boulevard
Stockbridge, Georgia 30281

RFP # 201508-02

DATE: October 20, 2015

RFP MUST BE RECEIVED BEFORE 12:00 NOON

DESCRIPTION:

RFP FOR SANITATION COLLECTION SERVICES