

Town of Greenville
7 Minden St
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Greenville, Maine 04441
207 695 2421
townmanager@greenvilleme.gov

**REQUEST FOR PROPOSALS FOR CURBSIDE RUBBISH & RECYCLING
COLLECTION, RECYCLING SERVICES AND HAULING OF MSW and C/DD FOR
THE TOWN OF GREENVILLE.**

Released December 4, 2024

Purpose

The Town of Greenville is seeking proposals for a three (3) year contract beginning July 1, 2025 for; curbside rubbish & recycling collection, recycling services and the hauling of municipal solid waste and construction/demolition debris.

Inquiries

For information regarding this Request for Proposals (RFP), please contact Michael Roy; Town Manager at 207 695 2421, 7 Minden Street, Greenville, ME 04441
townmanager@greenvilleme.gov

The scope of services expected, as a minimum, includes: Curbside Rubbish & Recycling Collection, Recycling Services and Hauling of Municipal Solid Waste (MSW) and Construction Debris and Demolition (C/DD). The Town is open to options with pricing for each of the services.

SCOPE OF SERVICES:

Curbside Rubbish & Recycling pickup.

The Collection Services will consist of collection of all garbage/refuse left out on the side of all town roads and streets as well as state roads. Also, on some assigned private (association) roads within the Town of Greenville and the transporting of the refuse to the Greenville Transfer Station on Sheridan Circle in the Greenville Industrial Park. Collection shall be on Mondays and will not start earlier than 8 a.m., and then all collected refuse needs to be transported to the Greenville Transfer Station by 4:00 p.m. on the day of the collection. Or, if the proposed option is to take the refuse directly to the landfill; the collection vehicle must be weighed at the Greenville Transfer Station by 3:30pm. Also; during our peak season, town-supplied trash containers are placed in the downtown area of Greenville, as agreed by the Contractor and the Town Manager. This peak season is between Memorial Day and Columbus Day each calendar year. In addition; these cans should be emptied as necessary each day, including during special events which may happen on weekends.

RECYCLING:

The Town will entertain options for recycling services.

Materials the town would like to see recycled:

Recyclable Items

OCC (Cardboard)
Newspaper
Mixed paper
Tin and aluminum cans
#1 & #2 plastics (includes milk jugs)
Glass

Universal Wastes

Fluorescent light bulbs
Television sets and flat screens*
Computer monitors*
Computers and laptops (CPUs)*
NiCad batteries

HAULING:

The hauling phase of the proposal should consist of furnishing all labor, tools, equipment, materials, supplies, services and transportation necessary and proper to provide, uninterrupted, and sanitary service for the transportation of MSW and C/DD to the requested facilities. At this time the town has agreements with Waste Management in Norridgewock for MSW and C/DD.

The Greenville Transfer Station attendant will notify/request contractor of any full containers which may need to be swapped out. The contractor will have 24 hours from the request to complete the hauling and swapping of containers.

PROPOSAL CONTENT

Proposals must include the following information to be deemed complete and responsive. Failure to supply the requested information may result in rejection of the proposal. The Town is not responsible for costs incurred by proposers or their subcontractors in connection with this RFP process, including but not limited to costs associated with preparing a proposal or associated with participating in any presentations or negotiations related to this RFP.

1. A cover letter providing a brief description of the firm
2. Offered scope of services – Please provide separate bids for each Scope of Service.
3. Any other information that would be helpful to Town officials that would help to better understand and evaluate the proposal.

PROPOSAL DEADLINE

Proposal Submission Proposers must submit copies of their proposals as follows: • One (1) unbound copy.

Proposals must be on standard letter-size paper (8½” x 11”). All supporting documentation must be on paper no larger than 11” x 17”. Emailed or Faxed proposals will not be accepted. Proposers may choose to provide additional copies if and when invited to do so for presentation purposes.

Submissions will not be returned. Submissions will be retained by the Town of Greenville for a period of six (6) years or as otherwise determined, in accordance with the State of Maine Secretary of State, Maine State Archives Rules for Disposition of Local Government Records.

Insurance

Please include evidence that your company will be insurable in the amount of at least one million dollars, and that the Town of Greenville will be named as additionally insured.

Submissions

Sealed proposals are to be submitted to the Greenville Town Office at 7 Minden St. Greenville Maine 04441, no later than 4:00pm, January 3, 2025. Proposals must be submitted in a sealed envelope and clearly marked “**CURBSIDE RUBBISH, RECYCLING & HAULING SERVICES**” on the outside. Proposals will be opened on Tuesday, January 7, 2025 at 9:00am local time at the Greenville Town Office. Emailed or faxed submissions will be considered unresponsive.

RESPONSE FORM
REQUEST FOR PROPOSALS FOR CURBSIDE RUBBISH, RECYCLING & HAULING
SERVICES FOR TOWN of GREENVILLE

Released December 4, 2024
Must be returned by January 3, 2025

We herewith submit our proposal in accordance with the acknowledged requirements and specifications hereinabove and hereinafter and further agree to comply with the general specifications hereinabove and hereinafter.

Name of Firm: _____

Contact Person: _____

Address: _____

Phone: _____ **Cell Phone:** _____

Email: _____ **Printed Name:** _____

Signature _____ **Date:** _____

Curbside Rubbish/Recycling Bid: _____

Recycling Bid: _____

Hauling Bid: _____

PLEASE LIST ANY EXCEPTIONS OR ALTERNATES TO THE SPECIFICATIONS
ON A SEPARATE SHEET AND ENCLOSE IT WITH YOUR RESPONSE.

The Town of Grenville reserves the right to reject any and all proposals.