

**Central Virginia Waste Management Authority**

**Request for Proposals (RFP)**

**ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND  
RECYCLING SERVICES**

**Proposed Contract CVWMA RFP 19-01**

**Issue Date: August 1, 2018**

**Due Date: September 7, 2018**

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
2100 West Laburnum Avenue, Suite 105  
Richmond, Virginia 23227**

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**FOR  
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## SECTION 1

### REQUEST FOR PROPOSALS 19-01 PURSUANT TO CODE OF VIRGINIA VIRGINIA PUBLIC PROCUREMENT ACT

#### ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES

#### FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

The Central Virginia Waste Management Authority (CVWMA) is a regional public service authority created pursuant to the provisions of the Virginia Water and Waste Authorities Act, §15.2-5100, et seq., to assist its thirteen-member jurisdictions in developing and implementing effective solid waste management, waste diversion and recycling programs through contracts with the private sector. Member jurisdictions include: the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, Prince George, the Town of Ashland, and the Cities of Colonial Heights, Hopewell, Petersburg and Richmond (collectively “Member Jurisdictions”). The members that elect to participate in CVWMA programs execute a Special Project Service Agreement that authorizes the CVWMA to direct the contractor to provide the covered services to the Participating Local Jurisdiction(s).

Offerors must submit to the Central Virginia Waste Management Authority (CVWMA) sealed responses (“Response” or “Proposal”) to this Request for Proposals, (RFP) for Roll-off Hauling and Front-End Load Collection and Recycling Services as currently provided and outlined herein by 2:00 p.m. on September 7, 2018. Responses must be received by the CVWMA at its Administrative Offices located at 2100 W. Laburnum Avenue, Suite 105, Richmond, Virginia 23227. An Offeror may be an individual, partnership, corporation, limited liability company, or other legal entity. Certain other terms are defined in Section 6 of this RFP.

As outlined in more detail below, proposals are sought for: (1) Provision of Containers, (2) Container Maintenance, (3) Dumping Containers and Delivery of Materials to a Material Recovery Facility for processing. Proposals are sought for these services individually or in combination. The CVWMA reserves the right to award multiple contracts to the Offeror or Offerors submitting the most responsive proposal(s) incorporating one or more of these services based on the best interests of the CVWMA and its Member Jurisdictions in terms of the overall combination of quality, price and required service elements.

Pursuant to Va. Code §2.2-4342(F), trade secrets or proprietary information submitted by any Offeror in connection with this RFP shall not be subject to public disclosure under the Virginia Freedom of Information Act, however **the Offeror must invoke the protection prior to or upon submission of the data or other materials, identify the data or other materials by page or paragraph number to be protected, and states the reasons why**

**protection is necessary.** Failure to follow these guidelines shall constitute a waiver of the Offeror's request for confidentiality where invoked and/or may automatically prevent CVWMA from withholding such information pursuant to a Virginia Freedom of Information Act request for the same.

Copies of the RFP will be available on line at [www.CVWMA.com](http://www.CVWMA.com) and daily from 9:00 a.m. to 4:00 p.m., beginning August 1, 2018, at the CVWMA's Administrative Offices. Interested parties may contact Richard Nolan, Director of Operations, (804) 612-0553, or via email ([rnolan@cvwma.com](mailto:rnolan@cvwma.com)) for further information.

*There will be a non-mandatory **PRE-PROPOSAL CONFERENCE** on Wednesday, August 22, 2018, at 10:00 a.m. in the CVWMA Conference Room, 2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227*

All Offerors of goods and/or services under the terms of this RFP will be required to provide a performance bond/letter of credit from an approved surety/financial institution. The performance bond/letter of credit required for any contract resulting from this RFP shall be for twenty-five thousand dollars (\$25,000). The performance bond may be adjusted at each anniversary of the Contract. The ultimate value of the performance bond/letter of credit will be determined as a part of the negotiation process of this RFP.

**SECTION 2**  
**BACKGROUND INFORMATION**  
**ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND**  
**RECYCLING SERVICES**  
**FOR**  
**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

**Introduction**

The purpose of this section is to familiarize prospective Offerors with the Central Virginia Waste Management Authority's (CVWMA's) current Roll-off Hauling and Front-End Loader Collection and Recycling Services and to provide information not included elsewhere in this Request for Proposals (RFP).

**Background**

The Central Virginia Waste Management Authority (CVWMA) is a political subdivision of the Commonwealth of Virginia formed by 13 local government members: the Cities of Colonial Heights, Hopewell, Petersburg and Richmond, the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, and Prince George and the Town of Ashland. The CVWMA service area covers 2,442 square miles and has an estimated population of 1.2 million.

The CVWMA was created by the Member Jurisdictions to provide recycling and solid waste management services. The governing body of each of the Member Jurisdictions appoints one or more representatives who collectively serve as the CVWMA Board of Directors. The CVWMA contracts with the private sector to provide such services to Member Jurisdictions and Member Jurisdictions choose which projects or programs to participate in based on their individual needs.

**Project Description.** The CVWMA's intent and purpose of this RFP is to provide Member Jurisdictions with the highest quality and economical service for the collection, hauling, and recycling of materials from designated Drop-Off locations. The potential contract(s) awarded as a result of this procurement will be a "requirements" contract, with no guaranteed quantities.

**Current Drop-off Locations**

Currently, the CVWMA operates a Roll-Off Hauling Recycling Program for mixed paper and co-mingled containers with a total of 52 roll-off containers (approximately 35-40 cubic yards) at 29 sites in 7 localities (see Section 9). It is the responsibility of the current contractor to provide containers, collect these materials and deliver the materials/containers to the processing facility. The average monthly pulls completed in a typical month is 350-

400. During the holiday months of November and December an additional 20% increase in pulls can be excepted.

The CVWMA Front-End Load (FEL) Recycling Program consist of 127 eight cubic yard slant top FEL containers. These containers are currently located in the Counties of Hanover, Goochland, New Kent, Henrico and the Cites of Richmond and Colonial Heights. Services dates vary and some of the containers are On-Call (See Section 9). Seasonal changes also occur for the schools serviced under this program. Collection may be OCC, co-mix containers and/or single stream recyclables.

A listing with information on the sites anticipated for roll-off hauling and FEL services is included in this RFP and is found in Section 9. The current collection schedules are also included in Section 9. The CVWMA reserves the right to increase or reduce the number of Roll-Off and/or FEL containers at a site, increase or reduce the number of sites and/or to change the location of any site or sites during the term of the contract or contracts that will result from this RFP.

The contract for the current Roll-Off and FEL Collection and Recycling services expires June 30, 2019. The roll-off containers are currently transported to the TFC facility in Chester where they are dumped for the materials to be processed and marketed. It is the intent of this contract to continue transporting this material to TFC until that agreement expires on June 30, 2023. Contractors are to propose the location for Roll-off and FEL processing and marketing for consideration by the CVWMA. Roll-off and FEL loads are to be delivered to a recycling processing facility approved by the CVWMA.

The current provider of roll-off hauling services supplies CVWMA Participating Jurisdictions with the roll-off containers and provides the hauling service for the Roll-off and FEL Collection and Recycling Services. Under the existing contract, the Contractor is paid a monthly lease fee for the containers and a hauling fee for each haul/empty. Although the current contract is with one Contractor for collection, any contract or contracts awarded as a result of this RFP may offer services based on functional activities for one, some or all of the commodity groups and with multiple vendors specified in Section 5 of this RFP.

### **Summary of Intent**

CVWMA's intent and the purpose of this RFP are to provide the highest quality Roll-off Hauling and FEL Collection and Recycling services for Recycling Material to the Participating Local Jurisdictions. CVWMA will select one or more of the respondents to this RFP to fulfill this purpose. The award(s) shall be based upon the quality of the submittal; the experience, background and ability of the Offerors to perform the required services; the cost to CVWMA and the Participating Local Jurisdictions; and the ability of the Offeror to satisfy all criteria set forth in this RFP. To this end, CVWMA has provided as much information as possible to all prospective Offerors to allow them to compute fair and reasonable cost proposals. However, it is the sole responsibility of the Offeror to calculate and be responsible for the prices quoted in its proposal.

CVWMA will consider alternate proposals and innovative ideas to managing and processing Recyclable Materials. Additional clarification may be requested for these alternatives.

## SECTION 3

### INSTRUCTIONS TO OFFERORS

#### ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES

#### FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

This Request for Proposals (RFP) constitutes the complete set of specifications and proposal forms. All proposals and documents must be executed and submitted in sealed envelopes as provided in this section. By submitting a proposal, the Offeror agrees to be bound by all terms and conditions specified herein. Submittal of a proposal in response to this RFP constitutes a binding offer by the Offeror. Proposals that do not comply with these requirements may be rejected by the CVWMA.

1. **Receipt and Opening of the Proposals:**

a. Sealed proposals must be received by the CVWMA at its Administrative Offices located at 2100 West Laburnum Avenue, Suite 105, Richmond, Virginia 23227, by 2:00 p.m. on September 7, 2018. At that time, in the Conference Room of the Central Virginia Waste Management Authority, the sealed responses will be publicly opened and all Offerors names recorded.

b. Proposals must be enclosed in a sealed envelope that is clearly labeled with the words "PROPOSAL FOR ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES." Proposals shall be addressed as follows:

Kimberly A. Hynes, Executive Director  
Central Virginia Waste Management Authority  
2100 West Laburnum Avenue, Suite 105  
Richmond, Virginia 23227

The face of the sealed envelope shall contain the Offeror's name, return address, date and the time the RFP is submitted. Any proposal received after the time and date specified shall not be considered and will be returned to the Offeror unopened.

c. Any proposal may be withdrawn by or before 2:00 p.m., September 7, 2018. No Offeror may withdraw a proposal after scheduled time specified above for opening the proposals (2:00 p.m., September 7, 2018).



2. **Submittal and Execution of Proposal:**

One (1) original proposal and four (4) copies must be submitted. Specifically, proposals must be typed or legibly printed in non-erasable ink. All corrections made to any part of the proposal by the Offeror must be initialed in non-erasable ink.

Proposals must be executed in the name of the Offeror submitting the proposal and signed in non-erasable ink by one authorized to contractually bind the Offeror. The individual signing on behalf of an Offeror shall also type or print his or her name, title and address, phone number, fax number and email as indicated on the Offeror's Proposal form contained in Section 7 of this RFP. Furthermore, where applicable, the Offeror should indicate its state of incorporation or legal formation on the form and affix its corporate or official seal attested to by the corporate secretary or similarly authorized individual.

3. **Proposal Deadline:** Proposals are due at the CVWMA administrative offices on the date and at the time specified in this RFP. Under no circumstance shall proposals delivered after the time specified be considered; such proposals will be returned unopened. It shall be the Offeror's sole responsibility to ensure that the proposal is complete and delivered at the proper time and to the proper place. Offers by facsimile, telephone, email or other electronic means are not acceptable. A PROPOSAL MAY NOT BE ALTERED BY THE OFFEROR AFTER THE PROPOSAL DEADLINE.

4. **Mistakes:** Offerors are expected to examine the specifications and all other instructions provided herein. FAILURE TO DO SO WILL BE AT THE OFFEROR'S RISK. In the event of mathematical extension error(s), the unit price will prevail and the Offeror's total offer will be corrected accordingly. In the event of addition error(s), the unit price will prevail and the Offeror's total offer will be corrected accordingly.

5. **Additional Terms and Conditions:** No additional terms and conditions included with the proposal response shall be evaluated or considered. Any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal.

6. **Interpretation:** All Offerors shall carefully examine the proposal document. Any ambiguities or inconsistencies shall be brought to the attention of the CVWMA or its agent in writing prior to the proposal deadline; failure to do so, on the part of the Offeror, will constitute an acceptance by the Offeror of any subsequent decision. Any questions concerning the intent, meaning and interpretation of the proposal document shall be requested in writing, and received by the CVWMA by August 30, 2018. Written inquiries should be addressed to:

Mr. Rich Nolan, Director of Operations  
Central Virginia Waste Management Authority  
2100 West Laburnum Avenue, Suite 105  
Richmond, Virginia 23227  
(804) 612-0553  
Rnolan@cvwma.com

No person at the CVWMA is authorized to provide oral interpretations of, or make oral changes to, the RFP. Therefore, any oral statements will not be binding on the CVWMA and should not be relied upon by any Offeror. Any interpretation of, or changes to, the proposal document will be made in the form of a written addendum to the proposal document and will be furnished to all prospective Offerors who have been sent an RFP and will be posted on the CVWMA web site ([www.CVWMA.com](http://www.CVWMA.com)).

7. **Conflict Of Interest:** Each Offeror must disclose in its proposal the name of any officer, director, agent, or any relative of an officer, director or agent who is an employee or appointed official of the CVWMA. Further, all Offerors must disclose the name of any CVWMA employee or appointed official who owns, directly or indirectly, an interest of five (5) percent or more in the Offerors firm or any of its branches, divisions or subsidiaries.

8. **Legal Requirements:** Offerors are required to comply with all provisions of federal, state and local laws, ordinances, rules and regulations that are applicable to the items being proposed. Lack of knowledge of the Offeror shall in no way be a cause for relief from responsibility, or constitute a cognizable defense against the legal effects thereof.

9. **Contractual Agreement:** No proposal award shall be final until such time as a Contract as defined in Section 6 of this RFP has been approved by the CVWMA Board of Directors. Any and all legal action necessary to enforce a contract resulting from this RFP will be interpreted according to laws of Virginia; the venue shall be the applicable State Court within the City of Richmond, Virginia.

10. **Facilities:** The CVWMA or any of its assigns reserves the right to inspect the Offeror's facilities and equipment at any reasonable time with prior notice to determine that the Offeror has a bona fide place of business and is a responsible Offeror.

11. **Insurance:** The CVWMA has set forth its insurance requirements in detail in Section 6, General Contract Terms and Conditions, of this RFP. Offerors are strongly encouraged to review and obtain an understanding of these requirements in detail prior to submitting a proposal.

12. **Disqualification of Offerors:** If an Offeror submits more than one proposal, all such proposals shall be rejected by the CVWMA and not considered by the CVWMA. Reasonable grounds for believing that an Offeror is involved in more than one proposal for the same work will be cause for rejection of all proposals with which such Offerors are believed to be involved. Any or all proposals will be rejected if there is reason to believe that collusion exists among these Offerors.

13. **Modifications:** After an award is made and during the contract negotiation process, the CVWMA reserves the right to make modifications to the Scope of Services and General Contract Terms and Conditions specified in this RFP that in its sole discretion it determines more fully effectuate the intent of this RFP and the CVWMA Drop-off Recycling Program. Although it is possible that certain Terms and Conditions may be modified during the negotiation process, for purposes of its submittal, the Offeror should assume that the language contained in the General Contract Terms and Conditions will not be modified during the negotiation process.

14. **Performance Bond/Letter of Credit and Commitment Letter:** The selected Offeror(s) shall have five (5) days after they sign the Contract execution but prior to the start of service to deliver to the CVWMA a Performance Bond/Letter of Credit. The performance bond/letter of credit shall be executed by an approved independent surety/banking institution authorized to transact business in the Commonwealth of Virginia, guaranteeing both the faithful performance of the proposed contract and the due payment of all lawful claims for all labor, material, and equipment used in the work. The performance bond/letter of credit required for any contract resulting from this RFP shall be for twenty-five thousand dollars (\$25,000). The performance bond may be adjusted at each anniversary of the contract. The value of the performance bond/letter of credit may be determined as a part of the negotiation process of this RFP.

Each Offeror must provide, as part of the RFP response, a letter of commitment from an approved surety/financial institution to provide a performance bond/letter of credit that specifies the amount the surety/financial institution is willing to provide to the Offeror to guarantee provision of the goods and/or performance of the services of a contract resulting from this RFP. The amount shall be equal to \$25,000. In addition, it must state that said bond will be delivered within the specified time if the proposed contract is awarded.

It shall be at the CVWMA's option whether a surety company with an ownership interest held by or controlled by an Offeror shall be deemed an acceptable underwriter of the bonds required under this proposal.

15. **Certificate of Insurance:** Each proposal response must also be accompanied by a Certificate of Insurance evidencing the coverage set forth in the General Contract Terms and Conditions. In lieu of said Certificate, the Offeror may submit evidence satisfactory to the CVWMA that, in the event that award of the proposed contract is made to his/her company, the required coverage would be in place before execution of the

contract. The CVWMA shall be the sole judge of what represents said satisfactory evidence.

**16. Minimum Offeror Requirements:** All Offerors must prove to the satisfaction of the CVWMA that they (the Offeror) are capable and have, or can obtain, sufficient facilities, equipment and personnel to perform the services specified in this RFP beginning on or about July 1, 2019.

Offerors must have a successful record of experience in performing the provision of good and/or performance of services specified in this RFP. A summary of present and past contracts, covering at least the last five (5) years must be provided, if length of experience permits. This record must show the name of the client/employer, address, description of the service provided, date of service, and a reference with phone numbers.

A minimum of three (3) professional references must be provided.

**17. Offeror's Non-Collusion Certification:** Any Offeror submitting a response to this RFP must complete and execute the Non-Collusion Affidavit of Offeror form included in Section 7 of this RFP.

**18. Acceptance or Rejection of Proposals:** The CVWMA reserves the following rights and options on its behalf:

- to reject any and all proposals that fail to meet the literal and exact requirements of the RFP;
- to accept the proposal or proposals which in the judgment of the CVWMA are the best and most responsive proposal or proposals for the required goods and services;
- to reject all proposals and continue and/or renew its present contract(s) for Roll-Off Hauling and FEL Collection and Recycling Services; and
- to issue subsequent requests for new proposals and/or additional information.

Any or all proposals will be rejected if there is reason to believe that collusion existed among the Offerors. Proposals received from participants in such collusion will not be considered for the same services when and if re-advertised. Proposals will also be rejected from Offerors who are or have been in default on a previous contract with the CVWMA.

**19. Offerors to Make Examinations:** All Offerors shall inform themselves of all conditions under which the work is to be performed and all other relevant matters that may affect both the quantity of work and the quantity of labor, equipment, and material needed thereon. Offerors shall make their own determinations as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions they may encounter or create, without extra cost to the CVWMA. Offerors agree that if they should execute the proposed contract, they shall make no claim against the CVWMA because of

estimates or statements made by any officer or agent of the CVWMA that may prove to be erroneous. The failure or omission of Offerors to receive or examine any form, instrument, addendum or other document shall in no way relieve them of any obligations with respect to the offer submitted in response to this Request for Proposals. The CVWMA shall make all such documents available to the Offerors, upon request, where authorized and allowed by law.

**20. Proprietary Information:** Proprietary Information and Trade Secrets submitted by an Offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act, however the Offeror must invoke the protection prior to or upon submission of the data or other materials and identifies the data or other materials by page or paragraph number to be protected and states the reasons why protection is necessary in accordance with VA Code Sec. 2.2 – 4342 (F), of the Virginia Public Procurement Act. Failure to follow these guidelines shall constitute a waiver of the Offeror’s request for confidentiality where invoked and/or may automatically prevent CVWMA from withholding such information pursuant to a Virginia Freedom of Information Act request for the same.

**21. Financial Statement:** Offeror must provide the most recent copy of an annual financial report or similar financial document(s) that demonstrates the financial stability of the Offeror.

**22. Tentative Procurement and Contract Dates:**

RFP Released	August 1, 2018
Pre-Proposal Meeting	August 22, 2018
Proposals due & proposal opening	September 7, 2018
Interviews	Week of September 10, 2018
Recommendation to CVWMA Board of Directors	September 21, 2018
Contract execution	Not later than November 1, 2018
Contract commencement	July 1, 2019

## SECTION 4

### PROPOSAL EVALUATION

#### ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES

#### FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

##### 1. Qualifications and Competency of Offerors

Each Offeror is required to submit with the proposal supporting documentation regarding the Offeror's qualifications and capacity to cost-effectively perform the work specified in this Request for Proposals (RFP), including the following information, sworn to under oath by Offeror:

A. Where the Offeror is a corporation or other legal entity, evidence that the Offeror is in good standing under the laws of the Commonwealth of Virginia. In the case of legal entities organized under the laws of any other state, evidence that the Offeror is licensed (or is capable of being licensed) to do business and is in good standing under the laws of the Commonwealth of Virginia, or a sworn statement that it will take all necessary action to become so licensed or authorized to conduct business if its proposal is accepted.

B. Evidence, in form and substance satisfactory to the CVWMA, that the Offeror (and/or its affiliated entities) has been in existence, for at least five (5) years and/or possesses not less than five (5) years actual operation experience in the provision of the goods and/or the performance of service outlined in the Scope of Services of this RFP. In the event the entity itself does not have five (5) years actual operation experience, CVWMA may consider experience of individual owners, managers or other key employees for this purpose.

C. Statement that the Offeror has never been debarred from participating in any governmental procurement action, and does not have any such proceeding pending before it at the time it submits its proposal.

##### 2. Evaluation Criteria

A. Written Submittals. Offerors are to make written proposals that present Offeror's qualifications and understanding of the work to be performed. Offerors are asked to address each evaluation criterion and to be specific in presenting their qualifications. Offeror's proposal should provide all of the information that it considers pertinent to its qualifications for this RFP. The proposals will be evaluated according to the following criteria upon their review by the CVWMA:

1. Offerors' demonstrated experience and reputation with the provision of goods and/or the performance of service outlined in the Scope of Services of this RFP within this region, Virginia or the United States on a similar scale. This shall include a summary of general experience, organization experience related to this RFP, performance history, and pertinent contracts. General experience is defined as general background, experience and qualifications of the Offeror, including personnel, facilities, equipment, etc.
2. Offeror's proposed cost for the service components and/or revenue opportunity for CVWMA included in the Offeror's proposal. Note: As provided under the Virginia Public Procurement Act for procurement of "non-professional" services where competitive negotiations are used, price shall be considered but is not necessarily the sole determining factor in selecting an Offeror to contract with.
3. Evidence of the technical soundness of Offeror's proposed procedures and equipment, including the facilities and resources available for Roll-off and FEL Collection and Recycling Services.
4. Offeror's financial strength as it pertains to ability to accomplish the objectives of this project without limitation. Financial strength shall include the Offeror's financial capacity, working capital and other resources to perform the Contract.
5. Offeror's commitment to and track record in timely and accurate billing, document management, and reporting as specified in this RFP.
6. Offeror's ability to provide goods and/or services on the proposed schedule.
7. Offeror's flexibility and capacity to expand and/or reduce the number of collection sites and/or containers included in the Drop-off Recycling Program.
8. Offeror's record of compliance with all federal, state and local laws and regulations within the jurisdictions and states in which Offeror operates.
9. Offeror's discussion of other specific factors not included elsewhere that support the proposal including:
  - Agreements/arrangements with subcontractors, including how the work will be accomplished within this working relationship.
  - Unique arrangements that none or few other entities have that are advantageous for effective implementation of the activities included in this RFP.
  - Equipment and procedures to protect personnel and the public from any hazards associated with the activities included in this RFP
  - Incentive and perks that make the proposal more attractive financially.
  - Innovative approaches to managing the MSW and Recyclable material.

B. Selection Process. A proposal evaluation committee, acting on behalf of the CVWMA and consisting of (but not limited to) CVWMA staff, Board members, and/or member jurisdiction staff will be organized to review and evaluate all proposals received. Two or more Offerors deemed to be fully qualified and best suited among those submitting proposals shall be selected to pursue competitive negotiation based on the factors stated

above. Interviews with those selected are expected to be conducted during a two-week period beginning September 10, 2018. However, the CVWMA reserves the right to reject all proposals received and to initiate a new competitive procurement process. **Final execution of the proposed contract is anticipated to be completed on or about November 1, 2018 with a start date of July 1, 2019.**



## SECTION 5

### SCOPE OF SERVICES

#### ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES

#### FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

#### SERVICE COMPONENTS

Proposals are sought for the following services, either singly or in combination. The CVWMA reserves the right to award multiple contracts to the Offeror or Offerors submitting the most responsive proposal(s) incorporating one or more of the services outlined below based on the best interests of the CVWMA and its member jurisdictions in terms of the overall combination of quality, price and required service elements.

#### ROLL-OFF HAULING SERVICES

- A. PROVISION OF ROLL-OFF CONTAINERS – The Offeror shall submit specifications and photographs of containers for the Roll-off Containers that would be provided under a contract with the CVWMA in the response. Containers must be aesthetically pleasing in appearance and suitable for use in staffed and unstaffed urban, suburban and rural settings. Preference will be given to containers that emphasize collection convenience and maximize volume efficiency. Standard “off-the-shelf” containers rather than specially fabricated containers are preferred. The following types of closed containers are sought:
1. Roll-off recycling containers that can be unloaded from one end with a capacity of approximately 40 cubic yards. Footprint should be approximately 23’ X 8.5’. Additionally, containers must provide the public with ease of access.
    - A. Configuration options:
      - Closed top dual compartment 40 cubic yard roll-off containers with top access partition to accommodate a ratio of between 60/40 and 70/30 for the collection of Fiber in one compartment and Co-Mix in the other.
      - Roll-off containers with a minimum capacity of approximately 40 cubic yards for use for the collection of Old Corrugated Containers (OCC) with appropriate access feature(s) such as slots to encourage flattening of OCC.
      - Roll-off containers with a minimum capacity of approximately 40 cubic yards for use for the collection of Co-Mix and/or Fiber and possibly. **Single stream.**

- B. CONTAINER MAINTENANCE – Maintenance of containers will be the contractor’s responsibility. Maintenance would include performing repairs needed due to normal wear and tear, as well as periodic cleaning and sanitizing (off site). Repainting in a single color and labeling (decals provided by the CVWMA) all containers at least once (other than at the start of the Contract) during the term of the contract may be required as necessary at CVWMA’s sole discretion at the Contractor’s cost. Each container will also have a unique number painted on the side for easy identification. The Contractor will be liable for maintaining the containers in a manner that prohibits improper use or access by the public. Contractor will also be required to obey Federal, State, and local regulations in regard to protecting the environment from contamination from container contents including storm water protection.
- C. DROP-OFF LOCATIONS – The current location for Roll-off Containers can be found in Section 9.
- D. CURRENT COLLECTION SCHEDULE – The current schedule for collection of the Roll-Off Containers can be found in Section 9.
- E. PROCESSING LOCATION - For purposes of this RFP, Tidewater Fibre Corporation (TFC)’s Material Recovery Facility (MRF) located on Old Stage Road, Chester, Virginia, is the primary destination for processing the Recycling Material from Roll-Off Containers collected under this Contract through June 30, 2023.
- F. HOURS OF OPERATION - TFC current hours of operation are Monday thru Friday from 6:00 AM to 6:00 PM and on Saturday from 8:00 AM to 12:00 PM.

**FRONT-END LOAD RECYCLING SERVICES**

- A. PROVISION OF FEL CONTAINERS - The Contractor shall provide, maintain, and place 8 cubic yard Front-End (FEL) Containers for OCC, Single Stream, and Co-Mix Material unless provided by the jurisdiction. The Contractor shall supply each Collection Site with the industry standard slant-top style 8 cubic yard containers as designated by CVWMA. FEL Containers for OCC shall be standard issue with slots to encourage the flattening of the OCC.
- B. CONTAINER MAINTENANCE – Maintenance of FEL containers, unless owned by the jurisdiction, will be the Contractor’s responsibility. Maintenance would include performing repairs needed due to normal wear and tear, as well as periodic cleaning and sanitizing (off site). Repainting in a single color and labeling (decals provided by the CVWMA) all containers at least once (other than at the start of the Contract) during the term of the contract may be required as necessary at CVWMA’s sole discretion at the Contractor’s cost. The Contractor will be liable for maintaining the containers in a manner that prohibits improper use or access by the public. Contractor will also be required to obey Federal, State,

and local regulations in regard to protecting the environment from contamination from container contents including storm water protection.

- C. DROP-OFF LOCATIONS – The current location for Roll-off Containers can be found in Section 9.
- D. CURRENT COLLECTION SCHEDULE – The current schedule for collection of the Roll-Off Containers can be found in Section 9.
- E. PROCESSING LOCATION - The Contractor shall empty the 8-cubic yard FEL containers and take the material to a properly permitted MRF approved by the CVWMA.

### **ADDITIONAL CONSIDERATIONS**

- The Offeror may propose one price for any and all locations within the Participating Local Jurisdictions.
- As an option, under the Roll-off Recycling program, the Offeror may also submit different pricing for alternate recycling processing location(s) in addition to the transportation cost to deliver Recycling Material to TFC. This option would be used as a secondary location in the event TFC can no longer accept materials from this CVWMA program.
- Contractor will be wholly responsible for the processing, sorting, baling and marketing of Recycling Material under the FEL Recycling program. The processing location must be approved by the CVWMA.

## SECTION 6

### GENERAL CONTRACT TERMS AND CONDITIONS

#### ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES

#### FOR CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY

The material included in this Section are part of this RFP but will also be part of the contract(s), or portions of the contracts if multiple vendors are selected, once executed.

For the purpose of this Contract, hereinafter referred to as "Contract", the definitions contained in this Section shall apply unless otherwise specifically stated. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Use of the masculine gender shall include the feminine gender. The word "shall" is always mandatory and not merely discretionary.

1. *Authority or CVWMA* – shall mean the Central Virginia Waste Management Authority, an authority created under the provisions of the Virginia Water and Waste Authorities Act, §15.2-5100, et seq. as defined in Virginia Code §15.2-5102.
2. *Collection Sites (Drop-Off Locations)* - shall mean sites where Roll-Off and FEL Recycling Containers will be collected. The CVWMA will notify the Contractor in writing as to the location of Collection Sites as those sites are designated by Participating Localities over the term of the Contract.
3. *Co-mingled container (Co-mix)* - shall mean metal food and beverage cans (aluminum, "tin", steel and bi-metal); aluminum foil wrap and foil containers; glass bottles and jars; cartons, including but not limited to milk, juice and soup cartons; plastic bottles, containers, lids and caps including those with the following labels: PET (#1) ; HDPE (#2), PVC (#3) packaging; LDPE (#4); PP (#5); PS (#6) plastic, non-foamed rigid containers and Other (#7) rigid plastic containers.
4. *Contract* – shall mean the written document and all amendments thereto, between the CVWMA and the Contractor, governing the provision of Roll-off Hauling and Front-End Load Collection and Recycling Services.
5. *Contractor* - shall mean the individual, firm, partnership, joint venture, corporation, or association performing Roll-Off and Front-End Load Collection and Recycling Services under this Contract with the Central Virginia Waste Management Authority (CVWMA).
6. *Dual stream* – Fiber and Commingled Containers collected and processed as two separate streams.

7. *Force Majeure* – shall mean any cause beyond the reasonable control of the party whose performance under this Contract is adversely affected, including but not limited to acts of God, change in law, war, riot, fire, explosion, wind storm, flood, inability to obtain or use fuel, power, or raw materials, shortage or failure of the usual means of transportation, injunction, action by governments not party to this Contract, accident, breakdown of machinery or equipment, where such cause, event or circumstance renders performance under this Contract impossible.. "Reasonable control" of a party shall specifically exclude that party's ability to reach agreement in a labor dispute and that party's ability to settle or compromise litigation.
8. *Front-End Load Container (FEL)* - container with a capacity of approximately 8 cubic yards with slant top openings for use for collection of Co-mix, Fiber, OCC and/or combination of all three materials. FEL Container with OCC only will have slots for the OCC
9. *Fiber* – Old newspapers (ONP); old corrugated containers (OCC); mixed paper (junk mail, magazines, catalogs, brown and white paper bags, copy paper, computer paper, dry food boxes, telephone books, paperback books, and envelopes).
10. *Materials Recovery Facility or MRF* - shall mean a facility where Recyclable Materials are taken for processing and marketing.
11. *Member Jurisdictions* – shall mean the members of the CVWMA including the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan and Prince George; the Cities of Colonial Heights, Hopewell, Petersburg, Richmond and the Town of Ashland.
12. *Old Corrugated Containers (OCC - #11)* - shall mean corrugated containers having liners of either test liner, jute or Kraft.
13. *On-Call Dump (Dump)* - shall mean the act of emptying a Roll-off or FEL container that is made by the Contractor by the end of the next business day after receiving notification from the CVWMA that disposal is needed.
14. *Participating Local Jurisdictions* - shall mean those CVWMA Member Jurisdictions that have executed the Special Project Service Agreement for Roll-Off and FEL Collection and Recycling Services pursuant to Article 11 of the CVWMA Articles of Incorporation.
15. *Recycling Materials* – includes items defined as Fiber, Co-Mix, and Single Stream in this Section.
16. *Roll-Off Container* – a dumpster characterized by a rectangular footprint, utilizing wheels to facilitate rolling the dumpster in place. The container is designed to be transported by a special Roll-Off Truck. Roll-Off Containers have a swinging door on the end for ease of use. 40 Cubic yard containers are specified for use in this RFP.

17. *Roll-Off Truck* - specific truck designed to pick up and transport Roll-Off Containers.
18. *Scheduled Dump (Dump)* - shall mean the act of emptying a Roll-off or FEL Container on a day(s) specified by the Participating Local Jurisdiction and communicated to the Contractor by CVWMA.
19. *Service Area* – shall mean that geographic area serviced by the Contractor providing Drop-off Location Recycling Services pursuant to this Contract at Collection Sites determined by the CVWMA and Participating Local Jurisdictions.
20. *Single stream (SSRY)* – Fiber and Comix recyclables collected together in one stream and separated during processing.
21. *Special Project Service Agreement* - shall mean an agreement between the CVWMA and the Participating Local Jurisdictions specifying the terms and conditions under which those jurisdictions will participate in the program outlined in the Contract between the CVWMA and the Contractor.

In addition to outlining the Scope of Service as referenced in Section 5 of this RFP any Contract(s) resulting from this RFP shall include, but not necessarily be limited to, the following terms and conditions:

**Term of Contract:** The term of the contract will be for a four (4) year period beginning on or about July 1, 2019, and ending on June 30, 2023. The parties agree that by their mutual consent, each expressed in writing and received at least one hundred and eighty (180) days before the termination of the initial term ending June 30, 2023, that the contract may be extended for an additional period of five (5) years upon the same terms and conditions as set forth in the contract. However, during the renewal process the terms or fees may be modified to effectuate the intent and scope of services outlined in this RFP and resulting Contract.

**Billing and Payment:** If payment for services is required under the terms of the contract, the CVWMA shall make payments to the Contractor within thirty (30) days after receipt of a complete and satisfactory billing invoice by the 10th of the month for services provided the previous month. No payment will be due until thirty (30) days after services have been completed. No invoice will be submitted for work that has not as yet been performed nor will any such invoice be considered payable until work identified is in fact completed.

**Payment for Non-Performance:** Failure by the Contractor to fulfill its obligations in the manner agreed upon in the Contract shall result in payment for non-performance to the CVWMA as indicated below to appropriately compensate CVWMA and/or the Participating Jurisdiction for having to respond to, address and/or alleviate the failure. If payment is due the Contractor, the non-performance payment shall be deducted from any amounts due the contractor. If no amounts are due the Contractor, the Contractor shall remit the non-performance payment to the CVWMA on receipt of written demand from the

CVWMA. Ten day advance written notice will be provided to the Contractor of the CVWMA's intent to invoke the payment for non-performance clause for contract violations. The penalties are as follows:

1. Failure to clean up spillage caused by the Contractor at a drop-off recycling site within 24 hours of notification by the CVWMA \$250.00 per occurrence
2. Failure to repair or replace a damaged container where the damage has been caused by the Contractor or its subcontractor as determined by the CVWMA within 30 days of notification by the CVWMA. \$200.00 per occurrence
3. Failure to maintain equipment in a clean, safe and sanitary manner within 10 days of notification by the CVWMA of a deficiency. \$200.00 per occurrence
4. Failure to maintain and/or submit all reports required by the provisions of this Contract. \$300.00 per occurrence
5. Failure to provide collection services based on an agreed upon schedule or if on call basis, within 24 hours of notification by the CVWMA. \$200.00 per occurrence
6. Failure to deliver all recyclable materials collected to the appropriate Materials Recovery Facility. \$1,000 per occurrence
7. Spillage or Littering on the a road way \$500 per occurrence

**Default**

A. In the event that either Contractor or the CVWMA defaults in the performance of any of the material covenants or agreements to be kept, done or performed by either party under the terms of this Contract, and/or the Contractor does not meet performance standards, the non-defaulting party shall notify the other party in writing of the nature of such default. Within the (10) working days following such notice, the defaulting party shall correct the default; or in the event of a default by Contractor not capable of being corrected within ten (10) working days as determined by CVWMA, the defaulting party shall commence correcting the default within ten (10) working days of the

receipt of notification thereof, and shall thereafter correct the default within thirty (30) days. CVWMA has right in sole discretion to determine that default cannot be rectified and proceed with termination if necessary. During the notification period, the CVWMA shall have the right to contract with others to perform the services otherwise to be performed by the Contractor or to perform such services itself. CVWMA has the right to declare default not correctable.

If the defaulting party fails to correct the default as provided above, the other party, without further notice, shall have all of the following rights which the party may exercise singly or in combination, in addition to any other right or remedy allowed by law:

1. The right to declare that this Contract, together with all rights granted or obligations incurred hereunder, is terminated, effective upon such date as the non-defaulting party shall designate. In the event of such termination, Contractor shall be compensated only for the services (as set forth herein) provided in accordance with the terms of the Contract and expenses incurred as of the date of termination. Upon such termination, neither party shall have any further obligation hereunder.

2. The CVWMA shall have the right to contract with others to perform the services otherwise to be performed by Contractor or to perform such services itself and seek reimbursement from Contractor for higher amounts.

In the event that Contractor files a petition in bankruptcy court or is the subject of an involuntary bankruptcy proceeding or other similar proceedings, the CVWMA shall have the right to demand assurances that Contractor can continue to perform its obligations under this Contract and Contractor shall provide such assurances as provided herein. Failure of Contractor to provide adequate assurances shall constitute a default. Neither party shall be considered in default of this Contract if such failure to perform is directly or indirectly caused by a Force Majeure event.

B. A waiver by either party of any breach of any provision of this Contract shall not be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself. No payment or acceptance of compensation of any period subsequent to any breach shall be deemed a waiver of any right or acceptance of defective performance.

Where the condition to be waived is a material part of the Contract such that its waiver would affect the essential bargain of the parties, the waiver must be supported by consideration and take the form of a Contract modification as provided for elsewhere in this Contract.

**Compensation for Services and Escalation Clause:** Any more beneficial pricing structure proffered to a CVWMA member jurisdiction or other body(ies) politic contained within a member jurisdiction (i.e. school boards) compared to that extended under the terms of the Contract resulting from this procurement during the entire term of the Contract shall be granted to the CVWMA and incorporated into the Contract. The Contractor will be eligible for an annual adjustment of rates which if appropriate, shall be made on the anniversary date of each Contract year based on the increase in the U.S. Consumer Price



Index for All Urban Consumers (CPI-U) for the most recent preceding twelve-month period..

**Petition for Unusual or Unanticipated Costs:** The Contractor may petition the CVWMA at any time for adjustments or additions to associated fees on the basis of unusual changes, such as new or revised laws, ordinances or regulations, or other similar reasons. The CVWMA shall have the right, as a pre-condition for approval of such petition, to demand inspections by itself, or by an independent auditor, of pertinent records that demonstrate the “unusual changes” resulting in the need for an adjustment to the fees. CVWMA shall have sole discretion of whether it wishes to grant such petition or not.

**Quantities:** This is a “requirements” based contract and no minimum amount of material is guaranteed or implied.

**Title to Material:** Title to, control of and responsibility of the Recyclable Material collected pursuant to the resulting Contract shall vest to the Contractor at the time of collection from the Collection Site. Title to, control of and responsibility of the Recyclable Material prior to collection shall remain with the Participating Local Jurisdiction as long as it remains on the Collection Site. CVWMA shall not at any time obtain or retain title to any materials.

**Compliance with Equal Opportunity:** During the performance of any contract resulting from this RFP, the Contractor must agree to the following:

- a. The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability or other basis prohibited by law relating to discrimination in employment, except where such is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- b. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.
- c. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting these requirements.
- d. The Contractor shall include the provisions of the foregoing in every subcontract or purchase order in excess of \$10,000 so that the provisions will be binding upon each subcontractor or vendor.
- e. The Contractor shall comply with Executive Order No. 11246, entitled “Equal Employment Opportunity” as supplemented in Department of Labor Regulation

(41 CFR, Part 60). During the term of the contract, the Contractor, for itself, its assignees and successors in interest, agrees to comply with Title VI of the Civil Rights Act of 1964 (as amended), which will be made a part of the contract by reference, and with any other applicable provision of federal or state law guaranteeing equal employment opportunity.

- f. The Offeror shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986. Any Offeror with more than an average of 50 employees for the previous 12 months entering into the Contract shall register and participate in the E-Verify program to verify information and work authorization of its newly hired employees performing work pursuant to the Contract. Any such Offeror who fails to comply with this provision shall be debarred from contracting with any agency of the Commonwealth for a period up to one year. Such debarment shall cease upon the Offeror's registration and participation in the E-Verify program.

**Indemnification:** The Contractor shall indemnify and hold the CVWMA, its individual members (or voting alternates) of the CVWMA Board of Directors and and its officers, agents and employees of the CVWMA, its Member Jurisdictions and Participating Jurisdictions, and their elected officials, officers agents and employees, harmless from and defend against all claims (legal, equitable or administrative), damages, losses, and expenses (including expert witness fees), consultant and attorney's fees, remediation costs, removal costs, clean-up costs and all other costs, liabilities or expenses arising out of or resulting from the Contractor's performance of services set forth in the resulting Contract, or the failure to provide said services. It is understood that this indemnification shall extend to any and all claims against the CVWMA or the Member Jurisdictions by third parties or agencies of the federal, state or local governments for any environmental liability due to a release of pollutants to the environment, whether imposed by statute, ordinance, regulation or common law, relating to activities under the Contract.

**Insurance:** The Contractor shall be required to carry for the life of the contract with the CVWMA, Public Liability Insurance with a company licensed to do business in the Commonwealth of Virginia and in the amount and coverage specified below, in addition to any other contractual liability assumed by the Contractor. The Contractor shall, prior to commencement of work under the contract, deliver Certificates of Insurance from carriers acceptable to the CVWMA specifying such limits, with the CVWMA and the individual Member Jurisdictions named as additional insured parties on such policies. In addition, the Contractor shall require the insurer give the CVWMA thirty (30) days advance written notice of its decision to cancel, change or fail to renew coverage. The CVWMA reserves the option to increase the required insurance amounts if the contract is renewed beyond its initial term.

1. Worker's Compensation and Employer's Liability

- a. Coverage A - Statutory Requirements

Employer's Liability Coverage will be required of the Contractor and any sub-contractor where any class of employee engaged in work under the contract is not protected under the Workers' Compensation Statute.

2. Automotive Liability, Including Owned, Non- Owned and Hired Car Coverage  
Limits of Liability –
  - a. Bodily Injury \$1,000,000 each person; \$3,000,000 each occurrence
  - b. Property Damage \$1,000,000 each occurrence
  
3. Comprehensive General Liability  
Limits of Liability –
  - a. Bodily Injury \$1,000,000 each person; \$3,000,000 each occurrence
  - b. Property Damage \$1,000,000 each occurrence
  - c. Including:
    - i) Completed Operations/Products
    - ii) Contractual Liability for Specified Agreements
    - iii) Personal Injury
    - iv) Broad Form Property Damage

NOTE: The levels of coverage required in "2." and "3." can be met by the primary policy alone, or in concert with an excess liability policy.

The Contract shall be subject to termination by the CVWMA at any time if said insurance is canceled by the issuing company or the insurance company is relieved from liability for any reason. Notice of cancelation must be provided to the CVWMA one hundred and twenty (120) days prior to the effective date of said cancellation. This Contract will be terminated if within five (5) working days of receipt of such notice, the Contractor files with the CVWMA a certificate evidencing similar insurance coverage to be effective for the balance of the Contract period.

**Performance Bond:** The Offeror shall be required, if awarded a contract under this RFP, to furnish to the CVWMA, and keep current during the term of the Contract, including renewals if applicable, a performance bond for the faithful performance of the Contract and all obligations arising thereunder in an amount equal to at least twenty-five thousand dollars (\$25,000). It shall be executed by a surety company licensed to do business in the Commonwealth of Virginia; having an "A- or better rating by A. M. Best or Standard and Poor's; and included on the list of surety companies approved by the Treasurer of the United States. The performance bond shall be in a form acceptable to the CVWMA covering the faithful, legal and complete performance of the Contract. The CVWMA may allow an irrevocable letter of credit in lieu of the performance bond with a banking institution and on terms and conditions acceptable to the CVWMA.

Should the financial condition of the surety or banking institution become unacceptable to the CVWMA, the Contractor shall be notified in writing of that unacceptability. Within

sixty (60) days of receipt of said notification Contractor shall furnish such additional bond or substitute letter of credit at the Contractor's expense as may be required by the CVWMA to protect its interests.

The Contract shall be subject to termination by the CVWMA at any time if said bond or letter of credit shall be canceled or the surety thereon relieved from liability for any reason. Notice of cancellation of the bond or letter of credit must be served upon the CVWMA one hundred and twenty (120) days prior to the effective date of said cancellation. The Contract will not be terminated if within five (5) working days of receipt of such notice the Contractor's files with the CVWMA a similar bond or letter of credit to be effective for the balance of the Contract period.

**Governing Law:** This RFP and any contract resulting from it shall be executed in the City of Richmond, Virginia, and shall be governed, construed and interpreted according to the laws of the Commonwealth of Virginia. Parties agree to resolve any complaint necessary to be filed in court in the applicable state court having jurisdiction in the City of Richmond.

**Conflict of Interest and Non-Collusion:** Each Offeror must disclose in its proposal the name of any officer, director, agent, or any relative of an officer, director or agent who is an employee or appointed official of the CVWMA. Further, all Offerors must disclose the name of CVWMA employee or appointed official who owns, directly or indirectly, an interest of 5 percent or more in the Offeror's firm or any of its branches, divisions or subsidiaries.

**Offeror's Non-Collusion Certification:** Any Offeror submitting a response to this RFP must complete and execute the Non-Collusion Affidavit of Offeror form included in this RFP.

**Offeror Records:** Records of the Offeror and any subcontractor related to this Contract shall be subject to CVWMA review, audit and/or reproduction and shall be open to inspection by the CVWMA and/or its authorized agents and representatives of Member Jurisdictions, during normal working hours or at such times as are mutually agreed upon by the parties to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the CVWMA pursuant to this Contract. The Offeror and any subcontractors shall maintain their books and records related to the performance of this Contract in accordance with the following minimum requirements:

- a. The Offeror shall maintain any and all ledgers, books of account, invoices, vouchers and canceled checks, as well as all other records or documents evidencing or relating to charges for services, expenditures or disbursements borne by the CVWMA for a minimum period of five (5) years following the conclusion of each Contract year, or for any longer period required by law.
- b. The Offeror shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years following the conclusion of each Contract year or for any longer period required by law.

**Drug-Free Workplace:** During the performance of this Contract, the Contractor shall comply with all federal, state, and local government laws regarding controlled substances, where applicable. In addition, the Contractor agrees as follows:

- a. The Contractor will provide a drug-free workplace for its employees.
- b. The Contractor will post in a conspicuous place(s), available to employees and applicants for employment, a statement notifying employees that the unlawful sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the workplace and specifying the actions that will be taken for violation of this prohibition.
- c. The Contractor will state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace.
- d. The Contractor will include the provision of the foregoing Subparagraphs a, b and c of this Section in every subcontract or purchase order under this Contract over \$10,000, so that the provisions will be binding upon the Contractor's sub-contractors and employees.

**SECTION 7**

**REQUIRED FORMS**

**ROLL-OFF AND FRONT-END LOAD COLLECTION AND RECYCLING  
SERVICES**

**FOR**

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

**NON-COLLUSION AFFIDAVIT OF OFFEROR**

State of \_\_\_\_\_)

)ss

County of \_\_\_\_\_)

\_\_\_\_\_, being duly sworn, deposes and says that:

1. He/She is \_\_\_\_\_ of \_\_\_\_\_ the Offeror that has submitted the attached proposal;
2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Offeror, firm or person to submit a collusive or sham proposal in connection with the Contract for which the attached proposal has been submitted or to 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 Offeror, firm, or person to fix the price or prices in the attached RFP, or of any other Offeror, or to fix any overhead, profit or cost element of the proposal or the response of any other Offeror, or to secure through any collusion, connivance, or unlawful agreement any advantage against the CVWMA or any person interested in the proposed Contract; and
5. The price or prices set forth 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 Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

\_\_\_\_\_  
(Signed)

\_\_\_\_\_  
(Title)

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Notary Public, State of

My Commission Expires: \_\_\_\_\_.  
**OFFEROR'S PROPOSAL**

**ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND  
RECYCLING SERVICES**

**FOR  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

TO: Executive Director, Central Virginia Waste Management Authority (CVWMA)

Proposal of \_\_\_\_\_ (AN INDIVIDUAL, A PARTNERSHIP, A CORPORATION, A LIMITED COMPANY OR OTHER LEGAL ENTITY) licensed to do business in the Commonwealth of Virginia.

The undersigned having carefully read and considered the terms and conditions of the Request for Proposals for Roll-Off and Front-end Load Collection and Recycling Services - CVWMA RFP 19-01 - for one or more of the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, Prince George, the Cities of Colonial Heights, Hopewell, Petersburg, Richmond and the Town of Ashland, Virginia, and being familiar with local conditions affecting the cost of work, does hereby offer to furnish, at the rates hereinafter set forth, all labor, equipment, materials, tools, insurance, supervision, and all other items necessary to provide the service as specified.

By: \_\_\_\_\_  
Signature Company Name

\_\_\_\_\_  
Printed Name Address

\_\_\_\_\_  
Title City, State and Zip

\_\_\_\_\_  
Date Telephone



**COST PROPOSAL FORM**

**ROLL-OFF AND FRONT-END LOAD COLLECTION AND RECYCLING  
SERVICES**

**FOR**

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

**RFP 19-01**

**FORM 1**

**ROLL-OFF CONTAINER SERVICE**

	Price Per Container
Hauling cost for 40 cubic yard roll-off containers	Per Haul
Rental Cost (if needed)	Per Month

Offeror should provide a detailed description of the collection process that is being proposed to included type of containers and type and number of collection vehicles. The number of anticipated “spare/switch/expansion” containers included in the proposal should also be identified.

**FORM 2**

**FRONT-END LOAD CONTAINER SERVICE**

Recycling Services	Price Per Container
Container Rental (if needed)	Per Month
Cost for 8 cubic yard FEL (1 FEL)	Per Can per Dump
Cost for 8 cubic yard FELs (2 co-located FELs dumped together)	Per Can per Dump
Cost for 8 cubic yard FELs (3 co-located FELs dumped together)	Per Can per Dump
Cost for 8 cubic yard FELs (4 to 6 co-located FELs dumped together)	Per Can per Dump
Cost for 8 cubic yard FELs (7 to 9 co-located FELs dumped together)	Per Can per Dump
Cost for 8 cubic yard FELs (10 or more co-located FELs dumped together)	Per Can per Dump
OCC Revenue (Include Market Basis)	Per Ton
Co-mix Revenue (Include Market Basis)	Per Ton
Single Stream Revenue (Include Market Basis)	Per Ton

**SECTION 8**

**OFFEROR'S SUBMITTAL CHECKLIST**

**ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND  
RECYCLING SERVICES**

**FOR  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

All Offerors submitting a response to the CVWMA RFP for Roll-Off Hauling and Front-End Load Collection and Recycling Services at Drop-Off locations. Offerors should insure themselves that the conditions described in this RFP document have been met prior to submitting the proposal. The following checklist is provided to assist the Offeror in verifying the completeness of the proposal.

1.	One (1) Original, and Four (4) Copies of the Proposal	
2.	Non-Collusion Affidavit of Offeror	
3.	Cost Proposal Form 1 and 2	
4.	Performance Bond Commitment Letter	
5.	Equipment Listing	
6.	Certificates of Insurance or Evidence Thereof	
7.	Financial Statements	

**SECTION 9**

**ADDITIONAL INFORMATION**

**ROLL-OFF AND FRONT-END LOAD COLLECTION AND RECYCLING SERVICES**

**FOR  
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY**

**CURRENT ROLL-OFF LOCATION LIST**

<b>LOCATION</b>	<b>COLLECTION SITE</b>	<b>CONTAINER(S)</b>
Goochland	GOOCHLAND Fairground Rd Convenience Center	SINGLE--PAPER ONLY
Goochland	GOOCHLAND Fairground Rd Convenience Center	SINGLE--PAPER ONLY
Goochland	GOOCHLAND Fairground Rd Convenience Center	SINGLE--PAPER ONLY
Goochland	GOOCHLAND Fairground Rd Convenience Center	SINGLE--PAPER ONLY
Goochland	GOOCHLAND Western Convenience Center	SINGLE--PAPER ONLY
Henrico	SPRINGFIELD ROAD Public Use Area	SINGLE--COMIX ONLY
Henrico	SPRINGFIELD ROAD Public Use Area	SINGLE--PAPER ONLY
Henrico	SPRINGFIELD ROAD Public Use Area	SINGLE--PAPER ONLY
Henrico	CHARLES CITY ROAD PUBLIC USE AREA	SINGLE--COMIX ONLY
Henrico	CHARLES CITY ROAD PUBLIC USE AREA	SINGLE--PAPER ONLY
Henrico	FIRE STATION #15-MOUNTAIN RD	DUAL
Henrico	FIRE STATION #13-CHURCH RD	PAPER
Henrico	FIRE STATION #13-CHURCH RD	PAPER
Henrico	FIRE STATION #13-CHURCH RD	COMIX
Henrico	FIRE STATION #14-MEMORIAL AVE	DUAL
Henrico	FIRE STATION #1-E AZALEA AVE	DUAL
Henrico	FIRE STATION #2-DARBYTOWN RD	DUAL
Henrico	FIRE STATION #11-HUNGARY RD	DUAL
Henrico	FIRE STATION #16-SHADY GROVE RD	DUAL

Henrico	SHANE ROAD CENTER	SINGLE--COMIX ONLY
Henrico	SHANE ROAD CENTER	SINGLE--COMIX ONLY
Henrico	SHANE ROAD CENTER	SINGLE--PAPER ONLY
Henrico	SHANE ROAD CENTER	SINGLE--PAPER ONLY
Henrico	SHANE ROAD CENTER	SINGLE--PAPER ONLY
Henrico	SHANE ROAD CENTER	SINGLE--PAPER ONLY
New Kent	NEW KENT RT 612 (Airport Dr.)	DUAL
New Kent	NEW KENT RT 612 (Airport Dr.)	DUAL
New Kent	NEW KENT RT 618 (Main Xfer - Olivet Church Rd)	DUAL
New Kent	NEW KENT RT 634	DUAL
New Kent	New Kent Rt 647	DUAL
Powhatan	POWHATAN Convenience Center	SINGLE--PAPER ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--PAPER ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--PAPER ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--PAPER ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--PAPER ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--COMIX ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--COMIX ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--COMIX ONLY
Powhatan	POWHATAN Convenience Center	SINGLE--COMIX ONLY
Petersburg	PETERSBURG HIGH SCHOOL	DUAL
Petersburg	UKROPS-S. CRATER SQUARE	DUAL
Hopewell	HOPEWELL REC CENTER 100 W City Point Rd	DUAL
Hopewell	HOPEWELL FS #2	DUAL
Hopewell	COLONIAL CORNER SHOPPING CENTER -(HO-3)	DUAL
Hopewell	CAVALIER SQUARE SHOPPING CENTER - (HO-4)	DUAL

Richmond	STRATFORD HILLS SHOPPING CENTER	DUAL
Richmond	STRATFORD HILLS SHOPPING CENTER	DUAL
Richmond	HOPKINS ROAD TRANSFER STATION	DUAL
Richmond	EAST RICHMOND RD CONVENIENCE CENTER	DUAL
Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	SINGLE--PAPER ONLY
Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	SINGLE--COMIX ONLY
Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	SINGLE--PAPER ONLY

## CURRENT FEL LOCATION AND SERVICE

Site Name	Address	Jurisdiction	Equipment	SRVC	Can Qty
Colonial Heights Conv Cntr.	Colonial Heights Conv Ctr	Colonial Heights	8YD	OCC	1
Colonial Heights Conv Cntr.	Colonial Heights Conv Ctr	Colonial Heights	8 YD	SSRY	2
Col Heights Courthouse	550 Boulevard	Colonial Heights	8 YD	SSRY	1
Gandy Elementary School	201 Archie Cannon Drive	Hanover	8 YD	SSRY	1
Henry Clay Elementary	310 S. James Street	Hanover	8 YD	SSRY	1
Liberty Middle School	13496 Liberty School Rd	Hanover	8 YD	SSRY	1
Patrick Henry High	12449 W Patrick Henry Rd	Hanover	8 YD	SSRY	2
Elmont Elementary School	12007 Cedar Lane	Hanover	8 YD	SSRY	1
Cold Harbor Elementary	6740 Cold Harbor Road	Hanover	8 YD	SSRY	1
Mechanicsville Elementary	7425 Mechanicsville Turnpike	Hanover	8 YD	SSRY	1
Battlefield Elementary	5501 Mechanicsville Turnpike	Hanover	8 YD	SSRY	1
Lee Davis High School	7052 Mechanicsville Turnpike	Hanover	8 YD	SSRY	1
Stonewall Jackson Middle School	8021 Lee Davis Road	Hanover	8 YD	SSRY	1
Pearson Corner Elementary	8290 New Ashcake Road	Hanover	8 YD	SSRY	1
Rural Point Elementary	7161 Studley Road	Hanover	8 YD	SSRY	1
Washington Henry Elementary	9025 Washington Henry Drive	Hanover	8 YD	SSRY	1
Atlee High School	9414 Atlee Station Road	Hanover	8 YD	SSRY	1
Cool Spring Elementary	9964 Honey Meadows Road	Hanover	8 YD	SSRY	1
Chickahominy Middle School	9450 Atlee Station Road	Hanover	8 YD	SSRY	1
Hanover High School	10295 Chamberlayne Road	Hanover	8 YD	SSRY	1
Pole Green Elementary School	8993 Pole Green Park Lane	Hanover	8 YD	SSRY	1
Oak Knoll Middle School	10295 Chamberlayne Road	Hanover	8 YD	SSRY	1
Kersey Creek Elementary	8261 Whipoorwill Road	Hanover	8 YD	SSRY	1
Laurel Meadow Elementary	8248 Lee Davis Road	Hanover	8 YD	SSRY	1
Hanover Center Trades & Tech	10002 Learning Lane	Hanover	8 YD	SSRY	1
Beaverdam Elementary School	15485 Beaverdam School Road	Hanover	8 YD	SSRY	1
Facility Management	7490 Library Drive	Hanover	8 YD	SSRY	1
Pamunkey Regional Jail	7240 Courtland Farm Road	Hanover	8 YD	SSRY	1
Parks & Recreation	13017 Taylor Complex Lane	Hanover	8 YD	SSRY	1
7301 Courtland Farm Road	7301 Courtland Farm Road	Hanover	8 YD	COMIX	9
Verdi	7427 Verdi Lane	Hanover	8 YD	COMIX	16
Elmont	Lewistown Road	Hanover	8 YD	COMIX	8
Montpelier	15188 Clazemont Road	Hanover	8 YD	COMIX	8
Doswell	11224 Dosewell Road	Hanover	8 YD	COMIX	8
Beaverdam	18400 Beaverdam Road	Hanover	8 YD	COMIX	8

Goochland West Conv Ctr	3455 Hadensville Fife Rd	Goochland	8 YD	COMIX	8
Goochland Central	Fairground Road	Goochland	8 YD	COMIX	8
Henrico Fire Station #7	2701 E. Laburnum Ave.	Henrico	8 YD	SSRY	2
Woodman Rd Ops Ctr.	10401 Woodman Road	Henrico	8 YD	SSRY	3
Fire Station No. 4	8112 Strath Road	Henrico	8 YD	SSRY	1
New Kent 618 Conv Ctr.	6301 Olivet Church Road	New Kent	8 YD	OCC	2
New Kent 612 Conv Ctr.	7050 Airport Drive	New Kent	8 YD	OCC	4
New Kent 634 Conv Ctr.	Polish Town Road	New Kent	8 YD	OCC	3
New Kent 647 Conv Ctr.	12400 Old Telegraph Road	New Kent	8 YD	OCC	3
New Kent 618 Conv Ctr.	6301 Olivet Church Road	New Kent	8 YD	SSRY	2
Guitar Works	3335 W Cary Street	Richmond	8 YD	OCC	1
Richmond	2900 W Cary Street	Richmond	8 YD	SSRY	1
Richmond	2900 W Cary Street	Richmond	8 YD	OCC	1
City of Richmond Dept. of Public Utility	1801 E Commerce Road	Richmond	8 YD	SSRY	1



**CURRENT COLLECTION SCHEDULE – ROLL-OFF CONTAINERS\***

**MONDAY**

Site	Locality	Location						
410	Goochland	GOOCHLAND Fairground Rd Convenience Ctr	PAPER	1	COMIX		DUAL	
430	Henrico	SPRINGFIELD ROAD Public Use Area	PAPER	1	COMIX		DUAL	
431	Henrico	CHARLES CITY ROAD PUBLIC USE AREA	PAPER	1	COMIX		DUAL	
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	2	COMIX	1	DUAL	
444	Henrico	FIRE STATION #16-SHADY GROVE RD	PAPER		COMIX		DUAL	1
433	Henrico	FIRE STATION #15-MOUNTAIN RD	PAPER		COMIX		DUAL	1
	Henrico	Shane Rd Recycling Center	PAPER	2	COMIX	2	DUAL	
450	New Kent	NEW KENT RT 612 (Airport Dr.)	PAPER		COMIX		DUAL	2
460	Powhatan	POWHATAN Convenience Center	PAPER	2	COMIX	1	DUAL	
500	Hopewell	HOPEWELL REC CENTER 100 W City Point Rd	PAPER		COMIX		DUAL	1
511	Richmond	STRATFORD HILLS SHOPPING CENTER	PAPER		COMIX		DUAL	2
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	PAPER	2	COMIX		DUAL	

**TUESDAY**

Site	Locality	Location						
410	Goochland	GOOCHLAND Fairground Rd Convenience Ctr	PAPER	1	COMIX		DUAL	
430	Henrico	SPRINGFIELD ROAD Public Use Area	PAPER		COMIX	1	DUAL	
431	Henrico	CHARLES CITY ROAD PUBLIC USE AREA	PAPER		COMIX	1	DUAL	
	Henrico	Shane Rd Recycling Center	PAPER	1	COMIX		DUAL	
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	1	COMIX		DUAL	
442	Henrico	FIRE STATION #11-HUNGARY RD	PAPER		COMIX		DUAL	1
460	Powhatan	POWHATAN Convenience Center	PAPER		COMIX	2	DUAL	
453	New Kent	NEW KENT RT 634	PAPER		COMIX		DUAL	1
455	New Kent	NEW KENT RT 647	PAPER		COMIX		DUAL	1
493	Petersburg	MARTINS-S. CRATER SQUARE	PAPER		COMIX		DUAL	1
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	PAPER		COMIX	1	DUAL	

**WEDNESDAY**

Site	Locality	Location						
410	Goochland	GOOCHLAND Fairground Rd Convenience Ctr	PAPER	1	COMIX		DUAL	
430	Henrico	SPRINGFIELD ROAD Public Use Area	PAPER	1	COMIX		DUAL	
	Henrico	Shane Rd Recycling Center	PAPER	2	COMIX		DUAL	
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	1				

433	Henrico	FIRE STATION #15-MOUNTAIN RD	PAPER		COMIX		DUAL	1
444	Henrico	FIRE STATION #16-SHADY GROVE RD	PAPER		COMIX		DUAL	1
460	Powhatan	POWHATAN Convenience Center	PAPER	1	COMIX		DUAL	
511	Richmond	STRATFORD HILLS SHOPPING CENTER	PAPER		COMIX		DUAL	1
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD -	PAPER	1	COMIX		DUAL	

### THURSDAY

Site	Locality	Location						
411	Goochland	GOOCHLAND Western Convenience Center	PAPER	1	COMIX		DUAL	
410	Goochland	GOOCHLAND Fairground Rd Convenience Ctr	PAPER	1	COMIX		DUAL	
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	1	COMIX		DUAL	
438	Henrico	FIRE STATION #1-E AZALEA AVE	PAPER		COMIX		DUAL	1
440	Henrico	FIRE STATION #2-DARBYTOWN RD	PAPER		COMIX		DUAL	1
	Henrico	Shane Rd Recycling Center	PAPER	1	COMIX		DUAL	
460	Powhatan	POWHATAN Convenience Center	PAPER	1	COMIX	1	DUAL	
493	Petersburg	MARTINS-S. CRATER SQUARE	PAPER		COMIX		DUAL	1
500	Hopewell	HOPEWELL REC CENTER 100 W City Point Rd	PAPER		COMIX		DUAL	1
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	PAPER		COMIX	1	DUAL	

### FRIDAY

Site	Locality	Location						
430	Henrico	SPRINGFIELD ROAD Public Use Area	PAPER	1	COMIX		DUAL	
410	Goochland	GOOCHLAND Fairground Rd Convenience Center	PAPER	2	COMIX		DUAL	
431	Henrico	CHARLES CITY ROAD PUBLIC USE AREA	PAPER	1	COMIX		DUAL	
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	1	COMIX	1	DUAL	
444	Henrico	FIRE STATION #16-SHADY GROVE RD	PAPER		COMIX		DUAL	1
	Henrico	Shane Rd Recycling Center	PAPER	2	COMIX	2	DUAL	
433	Henrico	FIRE STATION #15-MOUNTAIN RD	PAPER		COMIX		DUAL	1
450	New Kent	NEW KENT RT 612 (Airport Dr.)	PAPER		COMIX		DUAL	2
451	New Kent	NEW KENT RT 618	PAPER		COMIX		DUAL	1
453	New Kent	NEW KENT RT 634	PAPER		COMIX		DUAL	1
455	New Kent	NEW KENT RT 647	PAPER		COMIX		DUAL	1
460	Powhatan	POWHATAN Convenience Center	PAPER	2	COMIX	2	DUAL	
511	Richmond	STRATFORD HILLS SHOPPING CENTER	PAPER		COMIX		DUAL	2
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	PAPER	2	COMIX		DUAL	

### SATURDAY

Site	Locality	Location						
433	Henrico	FIRE STATION #15-MOUNTAIN RD	PAPER		COMIX		DUAL	1
434	Henrico	FIRE STATION #13-CHURCH RD	PAPER	2	COMIX		DUAL	
442	Henrico	FIRE STATION #11-HUNGARY RD	PAPER		COMIX		DUAL	1

444	Henrico	FIRE STATION #16-SHADY GROVE RD	PAPER		COMIX		DUAL	1
	Henrico	Shane Rd Recycling Center	PAPER	3	COMIX		DUAL	
460	Powhatan	POWHATAN Convenience Center	PAPER	2	COMIX	1	DUAL	
493	Petersburg	MARTINS-S. CRATER SQUARE	PAPER		COMIX		DUAL	1
518	Richmond	ROBIN HOOD RD - 1700 ROBIN HOOD RD	PAPER		COMIX	1	DUAL	

*\*If a Roll-Off Container is not listed on the current collection schedule it is currently an On-Call Container.*

## CURRENT COLLECTION SCHEDULE – FEL CONTAINERS

### Key:

O/C – On-Call

DOW – Day of Week

EOW- Every Other Week

Serv Qty – Number of 8 YD FEL Containers

Site Name	Svc Freq	Serv Qty	Days	DOW
Colonial Heights Conv Cntr	O/C	1	1	O/C
Colonial Heights Conv Cntr	O/C	2	1	O/C
Col Heights Courthouse	O/C	0	O/C	O/C
Gandy Elementary School	Weekly	3	3	Weekly
Henry Clay Elementary	Weekly	3	3	Weekly
Liberty Middle School	Weekly	3	3	Weekly
Patrick Henry High	Weekly	6	3	Weekly
Elmont Elementary School	Weekly	4	4	Weekly
Cold Harbor Elementary	Weekly	3	3	Weekly
Mechanicsville Elementary	Weekly	3	3	Weekly
Battlefield Elementary	Weekly	4	4	Weekly
Lee Davis High School	Weekly	4	4	Weekly
Stonewall Jackson Middle School	Weekly	3	3	Weekly
Pearson Corner Elementary	Weekly	3	3	Weekly
Rural Point Elementary	Weekly	3	3	Weekly
Washington Henry Elementary	Weekly	3	3	Weekly
Atlee High School	Weekly	3	3	Weekly
Cool Spring Elementary	Weekly	3	3	Weekly
Chickahominy Middle School	2x Weekly	7	7	Weekly
Hanover High School	Weekly	3	3	Weekly

Pole Green Elementary School	Weekly	3	3	Weekly
Oak Knoll Middle School	Weekly	3	3	Weekly
Kersey Creek Elementary	Weekly	3	3	Weekly
Laurel Meadow Elementary	Weekly	3	3	Weekly
Hanover Center Trades & Tech/CVWMA	Weekly	3	3	Weekly
Beaverdam Elementary School	Weekly	4	4	Weekly
Facility Management	Weekly	4	4	Wed
Pamunkey Regional Jail	Weekly	4	4	Wed
Parks & Recreation	O/C	0	O/C	O/C
7301 Courtland Farm Road	Weekly	28	6	W
Verdi	4x Weekly	122	16	M,T,Th,F
Elmont	2x Weekly	44	9	M, F
Montpelier	2x Weekly	39	8	M, F
Doswell	EOW	8	2	Th
Beaverdam	EOW	9	2	Th
Goochland West Conv. Ctr.	O/C	14	2	O/C
Goochland Central	Weekly	47	9	M,Th
Henrico Fire Station #7	Weekly	4	2	T
Woodman Rd Ops Ctr	O/C	3	1	O/C
Fire Station No. 4	2x Weekly	9	9	M,F
New Kent 618 Conv Ctr.	Weekly	8	4	T
New Kent 612 Conv Ctr.	2x Weekly	36	9	T, TH
New Kent 634 Conv Ctr.	Weekly	12	4	T
New Kent 647 Conv Ctr.	Weekly	12	4	T
New Kent 618 Conv Ctr.	Weekly	8	4	T
Guitar Works	2x Weekly	9	9	M,F
Richmond	3x Weekly	14	14	M,W,F
Richmond	3x Weekly	14	14	M,W,F
City of Richmond Dept. of Public Utility	EOW	2	2	W

**PUBLIC NOTICE**

***CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY***  
***2100 W. Laburnum Ave., Suite 105***  
**Richmond, VA 23227**

**ROLL-OFF HAULING AND FRONT-END LOAD COLLECTION AND  
RECYCLING SERVICES**

**CVWMA Request for Proposals 19-01**

The Central Virginia Waste Management Authority (CVWMA) is seeking proposals for Roll-Off Hauling and Front-End Load Collection and Recycling services to include providing containers, dumping, processing and marketing services for recyclable materials from various collection sites located within its service area. The contract or contracts resulting from this Request for Proposals will be for a four-year period beginning on or about July 1, 2019. Written responses must be addressed to the CVWMA and received no later than 2:00 p.m., September 7, 2018. A copy of the full Request for Proposals is available at [www.CVWMA.com](http://www.CVWMA.com) or from the CVWMA, 2100 West Laburnum Avenue, Suite 105, Richmond, VA 23227; (804) 359-8413. Additional information regarding this Request for Proposals may be obtained by calling Rich Nolan, Director of Operations, (804) 359-8413.