

**REQUEST FOR QUOTES (RFQ)**  
**for**  
**Backbone State Park Garbage Service**  
**20CRDPBMSHEA-0001**

The Department of Natural Resources (DNR) is seeking a Service Provider for garbage service at Backbone State Park. DNR anticipates that the term of any resulting contract will be July 1, 2019 through June 30, 2020. **Service Providers may not contact any employee of the State of Iowa about this Informal RFP other than the DNR Issuing Officer:**

Mary Shea, Park Manager  
Iowa Department of Natural Resources – Conservation and Recreation Division  
1347 129<sup>th</sup> Street  
Dundee, IA 52038  
Fax: 563-924-2827  
E-mail: [mary.shea@dnr.iowa.gov](mailto:mary.shea@dnr.iowa.gov)

If a Service Provider or someone acting on a Service Provider's behalf attempts to discuss this RFQ orally or in writing with any members of the DNR, any employee of the State of Iowa, or anyone other than the named DNR Issuing Officer, then the Service Provider may be disqualified.

**Submission of Quotes:** Service Providers interested in providing the services described under the "Description of Work and Scope of Services" shall submit quotes to the **DNR Issuing Officer** no later than **12:00 pm CST on June 21, 2019**. Any quote received after this deadline shall not be considered.

Only written quotes received via hand delivery, e-mail, fax or hard copy mail using the form labeled "Service Provider Cost Proposal – DNR RFQ #20CRDPBKMSHEA-0001" included in this RFQ will be accepted.

Service Providers may submit written questions regarding this RFQ and the procurement process to the DNR Issuing Officer at the above address through **12:00 pm CST on June 18, 2019**. Written responses to any questions received will be provided no later than June 19, 2019 to all potential Service Providers via the State of Iowa Bid Opportunities / Hosted Bids website: <http://bidopportunities.iowa.gov/>.

**Description of Work and Scope of Services:** Garbage dumpsters shall be maintained by the Service Provider during the intervals explained in the statement of work. Garbage shall be hauled in equipment that meets the requirements for that purpose and shall be disposed of in an approved sanitary waste disposal site. All fees are to be included in this bid. Any spillage shall be cleaned/picked up by the Service Provider. The garbage dumpster shall be put back in their original place.

The successful Service Provider shall perform the following Tasks, to be completed at the following regular intervals.

<b>Deliverables</b>	<b>Interval</b>
<b>Task 1: Dumpster Delivery</b>  <b>Description:</b> The Contractor shall deliver six (6) 6-yard dumpsters that are clean and in good-working condition to be placed at Backbone State Park in the following locations: <ul style="list-style-type: none"><li>• Two (2) at the cabins</li><li>• Two (2) at the South Lake Campground</li><li>• One (1) at the Park shop</li><li>• One (1) at Six Pines Campground</li></ul>	Dumpsters shall be delivered by July 2, 2019
<b>Task 2: Rec Season Service</b> (6 months/year)  <b>Description:</b> The Contractor shall empty garbage on a weekly basis from all six (6) dumpsters identified in Task 1 during the timeframe May 1 <sup>st</sup> through October 31 <sup>st</sup> .	This task shall be completed on a weekly basis on a day agreed upon by the DNR and Contractor during Contract negotiation, between the hours of 7 AM and 6 PM. In the event of inclement weather that prevents the

	Contractor from collecting waste on the designated day, the Contractor shall collect the waste as soon as possible thereafter.
<b>Task 3: Non-Rec Season Service</b> (6 months/year)  <b>Description:</b> The Contractor shall empty garbage on a weekly basis from three (3) 6-yd dumpsters during the timeframe November 1 <sup>st</sup> through April 30 <sup>th</sup> at the following locations: <ul style="list-style-type: none"> <li>• One (1) at the Park shop</li> <li>• Two (2) at the cabins</li> </ul>	This task shall be completed on a weekly basis on a day agreed upon by the DNR and Contractor during Contract negotiation, between the hours of 7 AM and 6 PM. In the event of inclement weather that prevents the Contractor from collecting waste on the designated day, the Contractor shall collect the waste as soon as possible thereafter.

**Source of Funding:** The source of funding for the Contract entered into from this RFQ is General Fund monies

**Acceptance of Contract Terms and Conditions:** By submitting a response, each Service Provider acknowledges its acceptance of the terms and conditions of the contract template “DNR Standard Contract Conditions” and “General Conditions” found at <http://www.iowadnr.gov/About-DNR/RFP-Bid-Lettings>.

If a Service Provider takes exception to a contract provision, then the Service Provider must state the specific exception and the reason for the exception, and must attach to its “Service Provider Cost Proposal” the specific contract language it proposes to include as an alternative to the provision. Contract provision exceptions that materially change the terms or the requirements of this informal bidding process may be deemed non-responsive by the DNR, as determined in its sole discretion, resulting in possible disqualification of the Service Provider’s quote. With regard to the “DNR Standard Contract Conditions,” DNR and the successful Service Provider may agree to modifications to the terms of the “DNR Standard Contract Conditions” as necessary to negotiate the terms of a contract. A Service Provider’s failure to state an exception to any contract provision and propose alternative language may be deemed by the DNR to constitute the Service Provider’s acceptance thereof. The State reserves the right to refuse to enter into a contract with the successful Service Provider for any reason, even after delivery of notice of selection or intent to award a contract.

**Additional information:** The costs of preparation and delivery in response to this RFQ are solely the responsibility of the Service Provider.

DNR reserves the right to reject any or all submitted responses, in whole or in part, to advertise a new RFQ, to abandon the need for such RFQ, and to cancel this RFQ opportunity at any time prior to the execution of a written contract.

All information submitted by a Service Provider may be treated as a public record by the DNR.

By submitting a response, a Service Provider agrees that it will not bring any claim or have any cause of action against DNR or the State of Iowa based on any misunderstanding concerning the information provided within this RFQ or concerning the DNR or the State of Iowa’s failure, negligent or otherwise, to provide the Service Provider with pertinent information as intended by this RFQ.

If the apparent successful Service Provider fails to negotiate and deliver an executed contract within a reasonable period of time following selection, then the DNR may, in its sole discretion, cancel the award and award the contract to the next highest ranked Service Provider.

The DNR shall have the sole option to amend the contract resulting from this RFQ for subsequent periods, adding up to no more than six years total from the beginning date of the original contract, by executing a signed amendment prior to the expiration of the original contract.

**Evaluation Criteria:** Quotes will be evaluated and ***the contract awarded to the responsible Service Provider submitting the lowest priced quote.***

## Service Provider Cost Proposal – DNR RFQ #20CRDPBMSHEA-0001

The Service Provider quote shall include an all-inclusive, total cost in U.S. Dollars (including all travel, expenses, etc.) to provide the requested services. All pricing to be FOB Destination, freight cost included; and based on Net 90 Days Payment Terms. **All fees are to be included in this bid.**

### Quote for Tasks:

Task	Cost	Time Frame	Total Costs
<b>Task 1: Dumpster Delivery</b>	\$_____ / delivery Six (6) 6-yard dumpsters	One-time charge	\$_____
<b>Task 2: Rec Season</b> Six (6) months	Six (6) dumpsters / month \$_____/month	May 1 <sup>st</sup> – October 31 <sup>st</sup>	\$_____
<b>Task 3: Off-season Service</b> Six (6) months	Three (3) dumpster / month \$_____/month	November 1 <sup>st</sup> – April 30 <sup>th</sup>	\$_____
<b>Grand Total Quote</b>			\$_____

Day of week for Task 2: \_\_\_\_\_

Day of week for Task 3: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Name of Vendor Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_