

**REQUEST FOR QUOTES (RFQ)**  
**for**  
**Garbage Services at Lake Manawa State Park**  
**20CRDPBDJACO-0038**

The Department of Natural Resources (DNR) is seeking a Service Provider to provide, maintain, and empty garbage dumpsters at Lake Manawa State Park. DNR anticipates that the term of any resulting contract will be March 1, 2020 through February 28, 2021. **Service Providers may not contact any employee of the State of Iowa about this RFQ other than the DNR Issuing Officer:**

Dan Jacobs, Park Manager  
Iowa Department of Natural Resources – State Parks Bureau  
1100 S. Shore Drive  
Council Bluffs, IA 51501  
E-mail: [Daniel.Jacobs@dnr.iowa.gov](mailto:Daniel.Jacobs@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 **3:00 PM CST on February 14, 2020**. 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 #20CRDPBDJACO-0038” 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 4:30 PM CST on February 10, 2020. Written responses to any questions received will be provided no later than February 12, 2020 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 dumpster shall be provided, emptied, and properly maintained at Lake Manawa State Park 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. The garbage dumpster shall be put back in its original place. Any spillage will be cleaned/picked up by the sanitary workers.

The successful Service Provider shall perform the following Tasks by the Task Milestone Dates set out in the following table:

<b>Obligation</b>	<b>Task Milestone Date</b>
<p><b>Task 1: Dumpster delivery.</b> Contractor shall delivery twelve (12) 2-yard dumpsters and six (6) 4-yard dumpsters to the following locations:</p> <ul style="list-style-type: none"> <li>• One (1) 4-yard at the Sailing Association location</li> <li>• One (1) 4-yard at the Park Office</li> <li>• One (1) 4-yard at Shelters 1 and 2</li> <li>• One (1) 4-yard at Shelter 6</li> <li>• One (1) 4-yard at Shelters 4 and 5</li> <li>• One (1) 4-yard at Shelter 7</li> <li>• Three (3) 2-yards at the North Shore Shelters</li> <li>• One (1) 2-yard at the west boat ramp</li> <li>• One (1) 2-yard at Boy Scout Island</li> </ul>	<p>Delivery no later than  March 2, 2019. See attached maps  for location sites.</p>

<ul style="list-style-type: none"> <li>• One (1) 2-yard at Dream Playground</li> <li>• Four (4) 2-yards at the beach</li> <li>• Two (2) 2-yards at the south boat ramps</li> </ul> <p>The dumpsters shall be empty, clean, and in good working order. Dumpsters shall remain on-site until the contract expires or is terminated.</p> <p>In the event any dumpster becomes non-functioning, the Contractor shall repair or replace the dumpster within 48-hours of being notified by the DNR.</p>	
<p><b>Task 2: Peak Season Collection.</b> Contractor shall collect waste twice weekly from eighteen (18) dumpsters located throughout Lake Manawa State Park as identified in Task 1 from April 1<sup>st</sup> through November 30<sup>th</sup> during the term of this contract.</p>	<p>This Task shall be completed twice a week between the hours of 7:00 am and 6:00 pm on days of the week as determined between the DNR Project Manager and the Contractor’s Project Manager. 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.</p>
<p><b>Task 3: Off-season Collection.</b> Contractor shall collect waste once a week from three (3) dumpsters located as follows:</p> <ul style="list-style-type: none"> <li>• One (1) 4-yard at the Sailing Association location</li> <li>• One (1) 4-yard from Park Office</li> <li>• One (1) 2-yard at Dream Playground</li> </ul> <p>Service shall be December 1<sup>st</sup> through March 31<sup>st</sup> during the term of the contract.</p>	<p>This Task shall be completed on a weekly basis between the hours of 7:00 am and 6:00 pm on a day of the week as determined between the DNR Project Manager and the Contractor’s Project Manager. 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.</p>

**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/InsideDNR/RFPBidLettings.aspx>.

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 # 20CRDPBDJACO-0038

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 60 Days Payment Terms. All fees expected for payment are to be included in this bid.

**Quote for Tasks:**

Task	Unit Cost	Time Frame	Total Costs
<b>Task 1: Dumpster Delivery</b>	\$_____ / delivery Service for 18 dumpsters	No later than March 2, 2020	\$_____
<b>Task 2: Peak Season Collection</b> April 1 <sup>st</sup> – November 31 <sup>st</sup> during the term of the contract	Quantity: 33 weeks \$_____ / month Service for 18 dumpsters	Service is twice a week; service is for 8 months	\$_____
<b>Task 3: Off-season Collection</b> December 1 <sup>st</sup> – March 31 <sup>st</sup> during the term of the contract	\$_____ / month Service for 3 dumpsters	Service is once a week; service is for 4 months	\$_____
<b>Grand Total Quote</b>			\$_____

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

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

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

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

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

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

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

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

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