

**REQUEST FOR QUOTES (RFQ)**  
**for**  
**Garbage Service at Gull Point State Park**  
**18CRDPBCMCCA-0007**

The Department of Natural Resources (DNR) is seeking a Service Provider to collect and properly dispose of garbage at Gull Point State Park. DNR anticipates that the term of any resulting contract will be January 1, 2018, through December 31, 2018. **Service Providers may not contact any employee of the State of Iowa about this RFQ other than the DNR Issuing Officer:**

Heath Gravert, Park Ranger  
Iowa Department of Natural Resources – State Parks Bureau  
1500 Harpen Street  
Milford, IA 51351  
Phone: 712-320-1007  
E-mail: [Heath.Gravert@dnr.iowa.gov](mailto:Heath.Gravert@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 **December 15, 2017**. 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 #18CRDPBCMCCA-0007" 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 December 11, 2017. Written responses to any questions received will be provided no later than December 13, 2017, 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 will be hauled in equipment that meets the requirements for that purpose and will be disposed of in an approved sanitary waste disposal site and in full compliance with all federal, state, and local laws, rules, and ordinances. All dumping and other fees are to be included in this bid. Service provider shall be responsible for cleaning up the area after dumpsters are emptied.**

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

Obligation	Interval																																																																																
<p><b>Task 1: May and September Service</b>            Trash Removal: Contractor shall remove trash from 1 ½ yard dumpsters (supplied by Gull Point State Park) at the locations described below:</p> <ul style="list-style-type: none"> <li>• Elinor Bedell campground &amp; shelter – 2 dumpsters;</li> <li>• Emerson Bay campground and boat ramp-8 dumpsters;</li> <li>• Gull Point State Park campground, lodge, beach, and open shelter – 12 dumpsters;</li> <li>• Gull Point shop &amp; office – 3 dumpsters;</li> <li>• Hafer Landing (HWY 9 &amp; 71 boat ramp) – 1 dumpster;</li> <li>• Marble Beach campground – 11 dumpsters;</li> <li>• Mini Wakan – 1 dumpster;</li> <li>• Pikes Point State Park – 2 dumpsters;</li> <li>• Templar Park – 1 dumpster.</li> </ul>	<p>These tasks shall be completed during the hours of 7 AM and 6 PM following the table below:</p> <table border="1" data-bbox="748 384 1479 751"> <thead> <tr> <th>Location</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>Sa</th> <th>Su</th> </tr> </thead> <tbody> <tr><td>Elinor Bedell</td><td>■</td><td></td><td></td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Emerson Bay</td><td>■</td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Gull Point SP</td><td>■</td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Gull Point shop &amp; office</td><td>■</td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Hafer Landing</td><td>■</td><td></td><td></td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Marble Beach</td><td>■</td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Mini Wakan</td><td>■</td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Pikes Point</td><td></td><td></td><td>■</td><td></td><td>■</td><td></td><td></td></tr> <tr><td>Templar Park</td><td>■</td><td></td><td></td><td></td><td>■</td><td></td><td></td></tr> </tbody> </table>	Location	M	T	W	Th	F	Sa	Su	Elinor Bedell	■				■			Emerson Bay	■		■		■			Gull Point SP	■		■		■			Gull Point shop & office	■		■		■			Hafer Landing	■				■			Marble Beach	■		■		■			Mini Wakan	■		■		■			Pikes Point			■		■			Templar Park	■				■		
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<p><b>Task 3: October Service.</b>            Contractor shall remove trash from 1 ½ yard dumpsters (supplied by Gull Point State Park) at the locations described below:</p> <ul style="list-style-type: none"> <li>• Elinor Bedell campground &amp; shelter – 2 dumpsters;</li> <li>• Emerson Bay campground and boat ramp-8 dumpsters;</li> <li>• Gull Point State Park campground, lodge, beach, and open shelter – 12 dumpsters;</li> <li>• Gull Point shop &amp; office – 3 dumpsters;</li> </ul>	<p>These tasks shall be completed during the hours of 7 AM and 6 PM on Wednesday.</p>																																																																																

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<b>Task 4: April Service.</b> Contractor shall provide weekly trash pick-up service to the Gull Point shop and office located at 1500 Harpen Street, Milford, Iowa.	Gull Point shop and office trash removal shall be weekly on Wednesday, between the hours of 7AM and 6PM.
<b>Task 4: Extra Trash Pick-up</b> Contractor shall provide extra trash removal services as requested by the DNR on an “on call” basis, not to exceed 12 times.  “On-call” requests may be for 1 or more dumpster’s trash removal at the time of the request.	On-call basis – as requested by the DNR not to exceed 12 times.

**Source of Funding:** The source of funding for the Contract entered into from this RFQ is General Fund monies; see also Iowa Code Sections 456A.24(7) and 461A.3.

**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 #18CRDPBCMCCA-0007

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: May and September Service</b>	Quantity: 8 weekly trips \$ _____ / trip	May and September	\$ _____
<b>Task 2: June, July, and August Service</b>	Quantity: 12 weekly trips \$ _____ / trip	June, July, and August	\$ _____
<b>Task 3: October through April Service</b>	Quantity: 28 weekly trips \$ _____ / trip	October through April Service	\$ _____
<b>Task 4: On-call Service.</b>	Quantity: Up to 12 \$ _____ / dumpster \$ _____ / trip	As needed. May be 1 dumpster or multiple dumpsters per trip. Not to exceed 12 trips.	\$ _____
<b>Grand Total Quote</b>			\$ _____

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

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

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

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

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

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

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