

Request for Proposals (RFP)

Waste and Recycling Collection Services
Marysville Exempted Village Schools

1. Introduction

Marysville Exempted Village Schools (“District”) is requesting sealed proposals from qualified waste and recycling service providers to furnish comprehensive solid waste and recycling collection services for District facilities. The intent of this RFP is to secure reliable, cost-effective, and environmentally responsible services for a three (3) year term beginning **June 2026**. This RFP does not constitute an offer of a contract but rather an invitation to submit a proposal for consideration.

2. District Overview

Marysville Schools operates **eleven (11) locations**, including one high school requiring a **compactor unit**. The District seeks a single provider to service all locations under one contract.

3. Scope of Services

3.1 Waste Collection

- Provide waste collection services for all eleven (11) District locations.
- Furnish, service, and maintain all waste containers as specified in **Exhibit A**.
- Provide **one (1) compactor unit** at Marysville High School.
- Ensure compliance with all local, state, and federal regulations.

3.2 Recycling Services

- Recycling containers **must be provided at each school site**.
- Recycling services shall align with container sizes, schedules, and pickup frequencies listed in **Exhibit A**.
- The contractor shall identify acceptable recyclable materials and provide educational signage if available.

3.3 Containers, Schedule, and Frequency

- Container sizes, service schedules, and pickup frequencies are defined in **Exhibit A** and must be strictly adhered to.
 - Contractor shall recommend adjustments if operational efficiencies or safety concerns arise, subject to District approval.
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4. On-Call and Additional Services

4.1 On-Call Roll-Off Dumpster Services

- Proposers must include pricing for **on-call roll-off dumpster rentals**, including:
 - Available container sizes
 - Delivery and removal fees
 - Rental duration terms
 - Disposal fees and tonnage rates

4.2 On-Call Extra Pickups

- Proposals must include pricing and terms for **extra or emergency pickups**, including:
 - Availability (days/hours)
 - Standard response time
 - After-hours or expedited service fees, if applicable
 - Method for requesting extra service
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5. Communication Protocols

Proposers must clearly outline communication procedures, including:

- Designated account manager or primary contact
 - Service request and issue escalation process
 - Response times for routine and urgent issues
 - Notification procedures for service delays, weather impacts, or missed pickups
 - Regular service reporting or review meetings, if available
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6. Technology and App-Based Services

Proposals should describe any **technology platforms or mobile applications** offered, including but not limited to:

- Online service requests
 - Pickup confirmations
 - Service tracking or reporting
 - Billing and invoice access
 - Sustainability or diversion reporting
 - Customer notifications and alerts
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7. Contract Term

- Contract term shall be **three (3) years**, beginning **June 2026** and ending **May 2029**.
 - Proposals shall include fixed pricing for the full contract term. Optional renewal terms may be proposed but are not guaranteed.
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8. Pricing Proposal Requirements

Proposals must include:

- Itemized pricing for all base services
 - Monthly and annual cost summaries
 - On-call roll-off dumpster pricing
 - Extra pickup pricing
 - Fuel, environmental, or administrative fees (if any)
 - Confirmation of no hidden or unlisted charges
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9. Proposal Submission Instructions

9.1 Submission Deadline

Proposals must be **received no later than 3:30 PM on March 14th**.

Direct questions to
Jeff Wargo, Director of Maintenance and Facilities
jeff.wargo@mevsd.us

9.2 Submission Location

**Marysville Schools
212 Chestnut Street
Marysville, Ohio 43040**

Late proposals will not be considered. Neither the Board nor its representatives will be liable for any expenses incurred in connection with preparation of a response to this invitation. Respondents should prepare their responses simply and economically, providing straightforward and concise responses.

The envelope containing the Proposal shall be addressed as set forth above and shall be identified with the Respondent's name and address. If the Response is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with notation "PROPOSAL ENCLOSED" on the face the mailing envelope.

Respondents shall assume full responsibility for timely delivery at location designated for receipt of Proposals. Proposals received after the established time and date for receipt of Proposals will not be considered. Proposals shall be deposited at the designated location prior to the time and date for receipt of proposals or any extension thereof made by addendum. Oral, electronic, telephonic or telegraphic Proposals are INVALID and will not receive consideration.

10. Evaluation and Award

- Proposals will be evaluated based on cost, service capabilities, experience, responsiveness, and overall value to the District. While the Respondent's cost is of great importance, proposing the lowest price will not assure award of the contract. The District intends to award the contract to the firm that represents the best value to the District.
- The District reserves the right to request clarifications, conduct interviews, or negotiate terms.
- A decision will be communicated to proposers **by April 4th**.
- The District reserves the right to reject any or all proposals.

11. General Conditions

- The selected contractor must carry all required licenses and insurance.
- The District reserves the right to modify or cancel this RFP at any time.
- Submission of a proposal constitutes acceptance of all RFP terms and conditions.

12. Insurance Requirements

The successful proposer shall be required to establish satisfactory insurance coverage as part of the contract with the District, including general commercial, auto and workers' compensation coverage.

13. Public Records

Interested firms should be advised that the Owner is subject to Ohio's public records laws. The Owner cannot guarantee the confidentiality of statements, financial records, or business records that are submitted by a firm to the Owner. The Owner may be required to make such records publicly available. The law does provide for certain exemptions from disclosure requirements, including an exemption for confidential proprietary information and for proposal submissions prior to acceptance. While this exemption may not always include a firm's financial and business records, we ask that you clearly stamp "Confidential and Proprietary Information" upon each page of each financial and/or business record that you believe to be confidential information. Such a stamp does not guarantee that your documents will be exempt from disclosure requirements, but will assist the Owner in responding to any public records requests.

Exhibit A

<u>Address</u>	<u>NAME</u>	<u>Size Container</u>	<u>Service Days</u>
21511 MAIN St - Raymond Ohio	Raymond Elem	2 - 6yd	1x per week
			Wednesday
800 AMRINE MILL - Marysville Ohio	High School	8yd VIP	5x per week
		Trash Compactor	RENTAL
			Mon-Friday
833 MAPLE- Marysville Ohio	ECHS	8yd	5x per week
			Mon-Friday
203 GROVE- Marysville Ohio	Edgewood	8yd	3x per week
			Mon,Wed,Fri
700 AMRINE- Marysville Ohio	Bus Garage/Football	1-8yrd & 1-6yrd	1x per week
			Monday
633 MILL WOOD- Marysville Ohio	Mill Valley Elem	8yd	3x per week
			Mon,Wed,Fri
2000 CREEKVIEW- Marysville Ohio	Creekview MS	8yd	5x per week
			Mon-Friday
16265 COUNTY HOME- Marysville Ohio	Navin Elem	8yd	3x per week
			Mon,Wed,Fri
212 ChestnutSt.- Marysville Ohio	Board Office	6yd	1x per week
2100 CREEKVIEW- Marysville Ohio	Northwood Elem	8yd	3x per week
			Mon,Wed,Fri
14198 STATE ROUTE 4- Marysville Ohio	Bunsold MS	8yd	5x per week
			Mon-Friday