

TOWN OF NORTHPORT, MAINE
REQUEST FOR PROPOSALS
FOR
Municipal Solid Waste (MSW) Services

The Town of Northport (“Town”) is accepting proposals from qualified contractors for covered containers, disposal, and transportation of Northport’s Municipal Solid Waste (MSW).

Bids shall be submitted in sealed envelopes marked “MSW Services” and received at the Town Office, 16 Beech Hill Road, Northport, ME 04849, by NOON on Friday, February 21, 2025. Proposals will be awarded at the Select Board meeting on Monday, February 24, 2025, after 6:15pm. The enclosed Price Quote Sheet **must** accompany the bid. Any proposal received after the deadline will not be considered. The contract will run from July 1, 2025 through June 30, 2027.

The proposal shall include providing necessary containers, emptying containers, and transporting the waste to a licensed facility. Each proposal shall state the business name, address, and phone number as well as references. The successful Contractor will be required to sign a contract. The Contractor will provide a copy of current general liability insurance in the amount of one million dollars (\$1,000,000.00), workers compensation insurance or a letter from the State showing sole proprietor status, and a W-9 form. No work shall begin until the forms are received in the Town Office. The Town reserves the right to:

1. Reject any and all proposals;
2. Waive informalities that do not affect the validity of any proposal as determined by the Select Board;
3. To accept any proposal in its entirety, or individual components of a single proposal, that are in the best interest of the Town, and;
4. To negotiate the terms and conditions of any proposal leading to acceptance and final execution of contracts for services.

Any questions regarding this Request for Proposals (RFP) shall be directed to James Kossuth, Town Administrator, at 207-338-3819 x6 or email at administrator@northportmaine.org

Proposal:

The proposal shall outline MSW services for the Town. The Contractor shall maintain figures on total tonnage removed from the transfer station for MSW. The Contractor shall provide these figures to the Town by April 1st of each year for the Town to report in its annual report to the Maine Department of Environmental Protection.

The proposal shall be broken into cost categories and itemized on the attached Price Quote Sheet.

TERM & PRICE:

The Contractor shall provide price quotes for any or all of the categories mentioned above. The successful Contractor will enter into a two-year contract with the Town, which will run from July 1, 2025, through June 30, 2027. However, should the Contractor fail to adhere to the terms of the contract, or for reasons outlined by the Select Board, the Board may terminate the contract with thirty (30) days' written notice.

ACCEPTANCE/REJECTION:

The Select Board reserves the right to accept or reject any or all proposals should it be deemed in the best interest of the Town.

SCOPE OF SERVICES:

MSW

The Town desires to contract for covered containers and disposal of Municipal Solid Waste (MSW) from the Town's Transfer Station. The work shall consist of furnishing all labor, fuel, vehicles, tools, equipment, protective clothing, materials, supplies, and services necessary to provide for the proper collection and transportation of MSW to a licensed facility. The licensed facility shall meet all Maine Department of Environmental Protection (DEP) regulations and requirements. The Contractor shall provide the necessary containers for household waste.

A. Transportation:

1. The Contractor shall empty and transport full containers on days the Transfer Station is open, or when called by the Transfer Station Supervisor for a pickup. The pickup will be arranged with the Supervisor. The Transfer Station is open Tuesday, Thursday, and Saturday from 8:00am – 4:00pm. It is closed on State recognized holidays.
2. A loading slip noting the number of containers emptied shall be given to the Supervisor at the time of hauling. Only full containers shall be emptied.
3. Equipment and vehicles necessary to fulfill the terms of the contract shall be provided by the Contractor at its expense.
4. The Contractor shall provide the Town with proof of insurance each year for the following: current general liability in the amount of one million thousand dollars (\$1,000,000.00), workers compensation or a letter from the State showing sole proprietor status, and a W-9 form. No work shall begin until the forms are received in the Town Office.
5. The Contractor shall at all times maintain the following minimum insurances:
 - a. Automobile,
 - b. General Liability, and
 - c. Worker's Compensation.

B. Containers:

1. The Contractor shall provide the necessary amount of covered containers to handle the amount of MSW.
2. Should a container be damaged, or any spillage occur, the Contractor is responsible for repair and/or replacement costs and cleaning the area immediately. Should any fines be assessed by the Maine Department of Environmental Protection (DEP) for spillage or failure to maintain the containers, such fines will be paid by the Contractor.
3. Containers are the property of the Contractor and shall be maintained in good working order, including all doors and covers.
4. The Town shall notify the Contractor of any containers that are not in proper working order, and the Contractor shall repair or replace said containers immediately.
5. In the event of major damage to the containers not caused by the Contractor, and beyond the control of the Contractor, the Town (with the right to bill the party responsible for causing such damage) shall be responsible for the cost of repairing the container. Such damage may include but is not limited to fire, accident, or vandalism.
6. The Contractor must maintain accurate accounting of tonnage and provide that tonnage to the Town Office by April 1st each year.

Proposals due by NOON on Friday, February 21, 2025, and will be opened at the Select Board meeting on Monday, February 24, 2025, after 6:15pm. The Board reserves the right to accept or reject any and all bids.

TOWN OF NORTHPORT	PRICE QUOTE SHEET 2025	
MSW		
SERVICE	Unit Price*	Unit Price*
MSW:	7/1/2025-6/30/2026	7/1/2026-6/30/2027
# of Containers		
Size of container		
Cost of container		
Hauling Fee		
Tipping Fee		
Other		
TOTAL:		
*Each, year, month, ton, yard etc		