



Lauderdale County Board of Supervisors
2600 Courthouse Blvd, 2nd Floor
Meridian, Mississippi 39301
601-482-9746
purchasing@lauderdalecounty.org



REQUEST FOR PROPOSALS (RFP)

RFP NO. LC050-2025: LAUDERDALE COUNTY ROLL OFF & FRONT LOAD WASTE SERVICES

PACKET INCLUDES THE FOLLOWING:

- Legal Advertisement
- General Information
- Informational Questionnaire
- Bid Information Option #1
- Description & Schedule
- Bid Proposal Form Option #1 - Pg. 9
- Bid Information Option #2
- Description & Schedule
- Bid Proposal Form Option #2 - Pg. 11
- Additional Forms
 - Vendor Data Sheet - Pg. 12
 - Vendor Subcontractor Data Sheet - Pg. 13
 - Non-Collusion Affidavit of Bidder - Pg. 14
 - Professional References - Pg. 15
 - Addenda - Pg. 16

RESPONSE DUE BY TUESDAY, JULY 15, 2025, NOT LATER THAN 9:00 A.M.

ALL QUALIFIED RESPONSES WILL BE OPENED PUBLICLY AT 10:00 A.M.

LATE RESPONSES WILL NOT BE READ

Company Name

LEGAL NOTICE
ADVERTISEMENT FOR PROPOSALS

NOTICE is hereby given that the Board of Supervisors of Lauderdale County, Mississippi, will receive sealed proposals up until **9:00 a.m. on Tuesday, July 15, 2025**, for the following:

LAUDERDALE COUNTY ROLL OFF AND FRONT LOAD WASTE SERVICES

The above shall be proposed per detailed specification on file in the Office of the Purchase Clerk, 2600 Courthouse Blvd, 2nd Floor, Meridian, MS 39301, (601) 482-9746, which may be obtained upon request or by visiting either the website of Lauderdale County Board of Supervisors at www.lauderdalecounty.org or Central Bidding at www.centralbidding.com.

Electronic Proposals can be submitted via Central Bidding at www.centralbidding.com.

Sealed Proposals can be submitted by mail via USPS, by courier service i.e., FedEx or by hand to the Lauderdale County Purchasing Department, 2600 Courthouse Blvd, 2nd Floor, Meridian, MS 39301, Monday thru Friday between the hours of 8:00 a.m. to 5:00 p.m. Envelopes must be received by the acceptance date and time listed above.

Each proposal must be received in a sealed envelope which is marked in the lower left-hand corner with the words "PROPOSAL FOR LAUDERDALE COUNTY ROLL OFF AND FRONT-LOAD WASTE SERVICES", "RFP #LC050-2025", and the "DATE OF THE PROPOSAL OPENING". Adherence to the proposal specifications is strongly recommended, as alternate proposals will not be considered.

From the proposals submitted, the Board of Supervisors shall select the most qualified based on price, and other relevant factors, negotiate and enter into a contract, all pursuant to Section 31-7-13, Mississippi Code of 1972, as amended. All proposals offered will be read aloud. All proposals will be accepted and evaluated by the Lauderdale County staff.

The board reserves the right to reject any and all proposals received and to waive informalities.

**LAUDERDALE COUNTY REQUEST FOR PROPOSALS:
RFP NO. LC050-2025 – LAUDERDALE COUNTY ROLL OFF
AND FRONT-LOAD WASTE SERVICES**



I. GENERAL INFORMATION

A. RECEIPT AND OPENING OF PROPOSAL:

Lauderdale County, Mississippi, (the "County") hereby invites and will receive proposals on the forms attached hereto. Proposals will be received at Lauderdale County Government Complex at 2600 Courthouse Blvd, 2nd Floor in Meridian, Mississippi, until **9:00 a.m. on Tuesday, July 15, 2025**. Each proposal will be publicly opened, read aloud on the aforesaid date and taken under advisement for evaluation. The envelopes containing the proposals must be sealed and plainly marked "Proposal for Lauderdale County Roll Off and Front-Load Waste Services". Any proposals may be withdrawn prior to the above scheduled time for the opening of proposals or authorized postponement thereof.

Any proposal received after the time and date specified shall not be considered.

Respondents shall provide one (1) original and two (2) copies of the complete original version of the proposal including all attachments.

The Lauderdale County Board of Supervisors is tax exempt under State and Federal law. Bids will not include State Sales Tax, Federal Excise Taxes or any other fee.

B. INTENT:

The Lauderdale County Board of Supervisors will be accepting proposals in accordance with MISS. CODE ANN. §31-7-13(R), from qualified Service Providers to provide commercial solid waste collection and transportation to a designated transfer station or landfill. Award of a contract for this RFP is subject to the approval of the County Administrator, Road Manager, and Board of Supervisors.

It is the intent of these specifications, terms, and conditions to describe the roll off & front-load waste services required for Lauderdale County Board of Supervisors, which includes multiple facilities owned/or operated by the Board of Supervisors of Lauderdale County, MS. To evaluate the proposals based on technical merit, experience, and price and to choose the Service Provider whose proposal provides the best value to the County.

Lauderdale County will not consider any proposal not prepared and submitted in accordance with the provisions hereof and Lauderdale County reserves the right to reject any and all proposals.

C. SCOPE OF SERVICES:

The work to be done consists of furnishing all supervision, labor, tools, equipment and materials, supplies and services necessary to satisfactorily collect all commercial garbage, as hereinafter defined, from all producers currently served by Lauderdale County Mississippi; transport said collected garbage to the designated disposal location; and perform all other work or services incidental to garbage collection services in accordance with the terms and provisions of this Contract. ***This service must begin no later than October 01, 2025.***

The contractor shall provide all required containers. The number of containers and service/frequency time may change during the life of the contract. If service time changes the county will notify the contractor about the changes.

D. TERM OF CONTRACT:

It is the Board of Supervisors' intention to enter into a three (3) year contract. However, upon mutual agreement of both parties, in writing, it may be renewed for up to three additional 24-month periods.

There shall be no cost increase during the initial term. A cost increase may be considered at the beginning of each renewal term. In the proposal, the contractor must provide justification and methodology for applying the cost increase and indicate the proposed amount of cost increase.

In the event the Contractor fails to carry out and comply with any of the conditions and agreements to be performed under the specifications, the County will notify the Contractor, in writing, of such failure or default. In the event the necessary corrective action has not been completed within a ten (10) day period, the contractor must submit, in writing, why such corrective action has not been performed. The County reserves the right to determine whether or not such noncompliance may be construed as a failure of performance of the contractor.

E. TERMINATION OF CONTRACT:

The Board of Supervisors reserves the right to terminate this agreement with thirty (30) days-notice, by the County Administrator via certified mail to the address listed on the signature page of the RFP if any of the terms of the proposal and/or contract are violated.

Termination of contract by the Contractor without cause can only occur with at least one-hundred and twenty (120) days-notice prior to the proposed termination of the contract.

In the event of default by the Contractor or termination of contract, Contractor shall agree to provide waste collection on a month-to-month basis at existing rates for up to six (6) months.

F. DISPOSAL SITE:

A Federal and State approved landfill facility or transfer station which transports the waste to an approved landfill facility that is the depository for residential, commercial, and industrial waste collected by the Board of Supervisor's Contractor, Contractor shall provide a disposal site at its own expense.

All Garbage collected for disposal by the Contractor shall be transported to the Disposal Site. The charges for the disposal, including all fees, shall be included in the rates set forth in this Contract.

Storms and Other Disasters - The work under this Contract does not include the collection and disposal of any increased volume resulting from a flood, tornado or similar or different act of God over which the Contractor has no control. In the event of such a flood, tornado or other act of God, the Contractor and the County will negotiate the payment to be made to the Contractor. Further, if the County and the Contractor reach such an agreement, then the County shall grant the Contractor variances in routes and schedules as deemed necessary by the Contractor.

G. INSURANCE:

The Contractor shall procure and maintain insurance for the duration of work performed for or on behalf of the County, and for the length of any agreement with the County. Failure to maintain the required insurance throughout the term of the agreement shall be a material breach and shall entitle County to all remedies provided for within the agreement, or by operation of law. The minimum insurance requirements described herein do not in any way limit the Contractor's financial responsibilities as outlined within the agreement's Indemnification requirements. Therefore, the contractor may opt to have broader coverage and limits to satisfy its financial obligations.

Workers' Compensation insurance shall be in compliance with the laws of the state in which the company is domiciled. Employer's Liability shall be included with the statutory minimums required per accident/per disease/per employee. If Contractor is exempt from workers' compensation or fails to provide appropriate coverage, then the Contractor is or agrees to be solely responsible and hold the County harmless for the injuries of any owners, agents, or employees during the course of the agreement.

Automobile Liability Insurance shall have the statutory minimums required per accident on ISO form number CA 00 01 or equivalent. This insurance shall include third-party bodily injury and property damage liability for hired and non-owned vehicles.

Umbrella or Excess insurance may be used to meet the minimum limit requirements for liability insurance.

All insurances shall include a waiver of subrogation/recovery in favor of the County.

For any claims related to work performed for or on behalf of the County or related to an agreement/purchase order, the contractor's insurance coverage shall be primary insurance as respect to the County. Any applicable insurance or self-insurance maintained by the County shall be an excess of the Contractor's insurance and shall not contribute with it.

Subcontractors of the Contractor shall be subject to all of the requirements stated herein. The Contractor shall include all subcontractors as insureds under its policies or shall be responsible for verifying insurance coverages and limits and maintaining Certificates of Insurance for each subcontractor. The County reserves the right to receive from the Contractor copies of subcontractors' certificates.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A- VII, unless otherwise approved by the County.

The County shall be listed as Additional Insured and Certificate Holder as follows:
Lauderdale County Board of Supervisors
2600 Courthouse Blvd.
Meridian, MS 39301

H. QUESTIONS & INQUIRIES:

All questions and requests for clarifications shall be submitted by an individual authorized to commit their organization to the Terms and Conditions of this proposal and shall be received in writing at the Lauderdale County Purchasing Department no later than **3:00 pm on Monday May 26, 2025.**

Questions shall not be submitted to anyone other than the Purchasing Director or his/her representative. Submissions shall clearly identify the RFP Number in the subject line, and include the Vendor's name, address, and the name of the person submitting the question.

All questions are to be submitted by e-mailed to purchasing@lauderdalecounty.org.

No communications of any kind may be considered a change to the terms, conditions, and specifications in this RFP unless a formal written addenda is prepared and posted to the County's website.

I. ADDENDA:

Responses to all questions received will be sent to each Vendor known to have copies of the RFP. Answers and clarifications which are considered to materially change the solicitation will be issued as written addenda to the original RFP and will be posted to both the Lauderdale County website at <https://lauderdalecounty.org> and Central Bidding at www.centralbidding.com.

Before your submission and periodically prior to the RFP closing, you are encouraged to check the site for any addenda or other materials that may have been issued affecting the bid.

It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the RFP due date.

J. ADDITIONAL PROPOSER INFORMATION:

- Proposers must agree in their response that if they are the firm selected to negotiate a contract award as a result of this RFP, ***it will be the responsibility of the proposer's legal representatives to develop a formal written agreement for the services to be provided*** for review and approval by the attorney for Lauderdale County.
- Invoices shall list each of the containers on site, size, address and service frequency.
- Proposers who are deemed, based on the selection criteria, fully qualified and best suited among those submitting proposals, may be requested to participate in discussions regarding their proposals. Discussions will cover cost, methods of operation, and all other relevant factors.
- Proposers shall maintain a local office for operations support to include an Operations/Customer Relations Manager to the County. This individual shall be available and in communication with County personnel to help resolve any customer service problems as they arise. The Manager shall schedule quarterly meetings with County personnel to review and discuss any complaints, problems, or ideas for customer service improvement.
- Proposers have a choice of submitting a bid for either a single option/or both.

ADDITIONAL INFORMATION QUESTIONNAIRE

RFP NO. LC050-2025: ROLL OFF AND FRONT LOAD WASTE SERVICES

1. Explain how your company handles Tipping Fees. _____

2. Do you have a Dry Run Charge? _____ If so, What is it? _____

3. Please provide a list of all equipment that will be used in this contract. Include year, make/model, type and number of trucks available in fleet for both Roll Off and Front Load Dumpsters.

4. Describe the style of the refuse containers you will use for both Roll Off and Front Load Dumpsters.

5. In the space below, please indicate your company's billing policy. _____

6. Please provide a brief explanation of your service protocol if you experience an equipment failure and are unable to service the account on the agreed days. Include customer notification process and remedies. *(If you have written documentation, please feel free to include it.)* _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

II. BID INFORMATION – OPTION #1: 30-YARD ROLL OFF DUMPSTER WASTE SERVICE

A. DESCRIPTION OF SERVICES:

The Selected Contractor shall provide, and service 30-yard roll off dumpsters to the locations listed below. All dumpsters must be in good repair, free of major rust, and changed out as requested. Only designated personnel will be authorized to call to schedule or pick up roll offs. Roll offs may be scheduled/requested for additional services based on the needs of the County. The information below is based upon our current needs. However, the County reserves the right to decrease/or reduce services if needed during the Term of this Contract.

B. LOCATIONS & SCHEDULE:

# of Boxes	Location/Address	Day(s) to Pull/Empty
1	Satellite A: 9766 Lauderdale Toomsba Road Lauderdale, MS 39335	One (1) Day/Week Thursday
2	Satellite B: 10959 Center Hill Martin Road Collinsville, MS 39325	Five (5) Days/Week Monday, Tuesday, Wednesday, Thursday & Friday
1	Satellite C: 378 N Lakeland Drive Meridian, MS 39307	Two (2) Days/Week Monday & Thursday
1	Satellite D: 2959 Jeff Davis School Road Meridian, MS 39301	Four (4) Days/Week Monday, Tuesday, Wednesday & Friday
1	Road Unit: 7291 Hwy 39 N Meridian, MS 39305	Four (4) Days/Week Monday, Tuesday, Wednesday & Friday
1	Historic/Old Courthouse: 501 Constitution Ave. Meridian, MS 39301	Empty As Needed – Will Call

C. SERVICE NOTES:

- West Lauderdale may not need both containers to be pulled every day. It may only require one container to be pulled. This would be determined at the time the driver pulls the first container.
- Containers need to be emptied on Fridays as late as possible, to allow for the traffic on Saturdays.
- Containers need to be emptied on Mondays as early as possible, to be ready to start the week.
- If the situation arises, the contractor needs to be able to pull a container within 24 hours of notification.

BID FORM – OPTION #1

RFP NO. LC050-2025: LAUDERDALE COUNTY ROLL OFF & FRONT LOAD WASTE SERVICES

30-YARD ROLL OFF DUMPSTER SERVICE BID

Bidder(s) shall provide at their expense and include in the bid base contract price the cost of all labor, tools, fees, rental, and equipment necessary for the job completion. All trip charges, mileage, overtime, vehicle charges and travel time are to be included in the proposal pricing and shall not be invoiced separately to the County.

I hereby submit a bid for all labor and materials in accordance with the above specifications.

Company Name: _____

The bid amount must include roll-off, services, delivery, rental, and fees to store and dump as needed.

30-Yard Roll Off Container

Cost per Roll Off Dump \$ _____

Authorized Company Representative Signature: _____

Please provide a Point of Contact Person for the following:

Account Representative: _____

Telephone: _____

Area Supervisor: _____

Telephone: _____

Dispatch Scheduling: _____

Telephone: _____

Emergencies: _____

Telephone: _____

THIS FORM MUST BE COMPLETED/SIGNED AND RETURNED WITH YOUR PROPOSAL

III. BID INFORMATION – OPTION #2: 8-YARD FRONT LOAD DUMPSTER WASTE SERVICE

D. DESCRIPTION OF SERVICES:

The Selected Contractor shall provide and service 8-yard front load dumpsters to the locations listed below for solid waste collection and disposal. All dumpsters must be in good repair, free of major rust, and changed out as requested. Only designated personnel will be authorized to call/or contact the vendor. The information below is based upon our current needs. However, the County reserves the right to decrease/or reduce services if needed during the Term of this Contract.

E. LOCATIONS & SCHEDULE:

# of Dumpsters	Location/Address	Day(s) to Pull/Empty
3	Agri-Center: 1022 Highway 19 S - Meridian, MS	One (1) Day/Week Thursday
1	Animal Control: 6100 Rocky Lane - Marion, MS	One (1) Day/Week Thursday
2	Boys & Girls Club: 1717 45 th Avenue - Meridian, MS	Two (2) Days/Week Tuesday & Thursday
1	Central Garage: 210 Windmill Drive - Meridian, MS	One (1) Day/Week Friday
2	Government Complex: 2600 Courthouse Blvd - Meridian	Two (2) Days/Week Monday & Thursday
1	Fire Services: (Locking Latch) 2704 5 th Street - Meridian, MS	One (1) Day/Week Thursday
2	Human Services: 5224 Valley Street - Meridian, MS	One (1) Day/Week Wednesday
3	Detention Center: 410 Constitution Ave - Meridian	Two (2) Days/Week Monday & Friday
1	Juvenile Center: 5400 Semmes Road - Meridian, MS	One (1) Day/Week Thursday
1	Emergency Mgmt. (LEMA): 2525 14 th Street - Meridian, MS	One (1) Day/Week Wednesday
2	Mt. Barton: 2900 St. Paul Street - Meridian, MS	Two (2) Days/Week Tuesday & Friday
1	Q. V. Sykes: Lovers Lane - Meridian, MS	Empty As Needed – Will Call

F. SERVICE NOTES:

- The dumpsters for the Jail will need to be emptied as early as possible.
- If the situation arises, the contractor needs to be able to pull a dumpster within 24 hours of notification.

BID FORM – OPTION #2

RFP NO. LC050-2025: LAUDERDALE COUNTY ROLL OFF & FRONT LOAD WASTE SERVICES

8-YARD FRONT LOAD DUMPSTER SERVICE BID

Bidder(s) shall provide at their expense and include in the bid base contract price the cost of all labor, tools, fees, rental, and equipment necessary for the job completion. All trip charges, mileage, overtime, vehicle charges and travel time are to be included in the proposal pricing and shall not be invoiced separately to the County.

I hereby submit a bid for all labor and materials in accordance with the above specifications.

Company Name: _____

The bid amount must include roll-off, services, delivery, rental, and fees to store and dump as needed.

8-Yard Front Load Dumpster

Monthly Rental Charge per Dumpster \$ _____

Cost per Front Load Pull \$ _____

Authorized Company Representative Signature: _____

Please provide a Point of Contact Person for the following:

Account Representative: _____

Telephone: _____

Area Supervisor: _____

Telephone: _____

Dispatch Scheduling: _____

Telephone: _____

Emergencies: _____

Telephone: _____

THIS FORM MUST BE COMPLETED/SIGNED AND RETURNED WITH YOUR PROPOSAL

VENDOR DATA FORM

I, the undersigned, do hereby acknowledge I have read all the requests listed herein and have submitted my bid and all documentation required accordingly.

NAME OF COMPANY: _____

LEGAL ADDRESS: _____

PHONE: (____) _____ FAX: (____) _____

FEDERAL ID #: _____ (Attach Form W-9)

I hereby certify that I am authorized to sign this proposal for/or on behalf of the company.

SIGNATURE: _____ DATE: _____

(Authorized Principal)

DIRECT PHONE: (____) _____ EMAIL ADDRESS: _____

PRINTED NAME & OFFICIAL TITLE: _____

*******PLEASE PROVIDE ADDITIONAL INFORMATION BELOW IF APPLICABLE*******

Owner/Stakeholder #1: Name: _____ Phone Number: _____

Owner/Stakeholder #2: Name: _____ Phone Number: _____

Parent Company Name *(if different from above)*: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

VENDOR SUBCONTRACTOR DATA SHEET

The Bidder shall indicate below the name of each subcontractor(s) they will use in the fulfillment of the contract. The Bidder shall specify the work/services to be performed/provided by the subcontractor. (If applicable, otherwise indicate N/A & enter company name)

Sub-Contractor Information: (If applicable)

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed/provided: _____

Sub-Contractor Information: (If applicable)

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed/provided: _____

Sub-Contractor Information: (If applicable)

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed/provided: _____

Company Name of Bidder

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

NON-COLLUSION AFFIDAVIT OF BIDDER

STATE OF _____

COUNTY OF _____

_____, being duly sworn, deposes and says that:

1. He/or She is _____ of _____ the bidder
Title Company Name
that has submitted the attached proposal.

2. He/or She is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid.

3. Such Bid is genuine and is not a collusive or sham bid.

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham Bid in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm, or person to fix the price or prices in the attached bid or any other bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against Lauderdale County or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

SIGNED _____

TITLE _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____, 20__.

Notary Public, State of Mississippi. My Commission Expires: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

VENDOR PROFESSIONAL REFERENCE SHEET

QUALIFICATIONS: Firms shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the Lauderdale County Board of Supervisors.

Indicate the length of time you have been in business as a company providing the type of service(s) required for this agreement. Year(s) _____ Month(s) _____

Please provide a minimum of three (3) references, which may substantiate **current** performance and experience in the type/or scope of work/service required for this contract. This should include the following: Business Name, Address, Contact Person, Length of Time of Service, Phone Number, and their email address.

1. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time of Service: _____

Phone Number: _____ Email: _____

2. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time of Service: _____

Phone Number: _____ Email: _____

3. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time of Service: _____

Phone Number: _____ Email: _____

Company Name of Bidder/Vendor

Signature of Person Completing

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

ADDENDA FORM

RFP NO. LC050-2025: LAUDERDALE COUNTY ROLL OFF & FRONT LOAD WASTE SERVICES

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Total Sum.

(If no addenda, please indicate with N/A in space provided.)

1. Addendum # _____ Date: _____
2. Addendum # _____ Date: _____
3. Addendum # _____ Date: _____
4. Addendum # _____ Date: _____

Addendum Acknowledgement:

Signature of Bidder or Authorized Agent

Date

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID