

CITY OF ROSEBUD, TEXAS
REQUEST FOR PROPOSALS
MUNICIPAL SOLID WASTE COLLECTION, DISPOSAL & RECYCLING SERVICES

DRAFT FOR CITY REVIEW — PROCUREMENT DATES AND FINAL TERMS MUST BE CONFIRMED

1. Introduction and Instructions

The City of Rosebud (City) is seeking proposals from qualified waste management firms to provide municipal solid waste collection, disposal, and recycling services. The City intends to award a contract to a service provider capable of delivering reliable, high-quality, and cost-effective waste collection services for residential, commercial, and industrial customers within the city limits.

Proposals must be submitted in a sealed envelope or package marked “Request for Proposal for Municipal Solid Waste Services for the City of Rosebud” and received by the deadline listed below.

PROCUREMENT INFORMATION	DETAILS
RFP Number	10152026
Proposal Due Date & Time	November 10, 2026
Proposal Opening	November 12, 2026, 10:00 am at Rosebud City Hall
Submit To	ATTN: City Secretary City of Rosebud 202 S. College St. Rosebud, TX 76570

For the proposal packet or procurement updates, contact the City Secretary or consult the City of Rosebud’s official website. The City’s existing public notice lists 254-583-7926 and citysecretary@rosebudtexas.us. Confirm contact information and the applicable procurement webpage before publishing this RFP.

Questions must be submitted in writing to the City’s designated procurement contact, with “RFP Solid Waste Services” in the subject line, by the questions deadline to be assigned. Responses and clarifications will be issued by addendum through the City’s official procurement channel.

Late submissions will not be considered. The City reserves the right to reject any or all proposals, waive informalities, and negotiate with the most qualified firm, as permitted by applicable law.

2. Scope of Work and Required Services

The selected contractor will provide comprehensive solid waste collection, disposal, and recycling services in accordance with the requirements below.

2.1 Residential Waste Collection

- Curbside collection: Price once-per-week and twice-per-week residential solid waste collection using 96-gallon carts. Include pricing for additional carts.
- Bulk waste and brush: Monthly collection of up to six (6) cubic yards per household.
- Equipment: Collection trucks must be four (4) years old or newer, and every truck must carry a spill kit.
- Optional community benefits: Identify benefits or services the contractor can provide without additional cost to the City.

2.2 Commercial and Industrial Waste Collection

- Light commercial: Weekly collection for businesses using 96-gallon carts, with additional carts available for purchase.
- Commercial dumpsters: Collection using 2-, 3-, 4-, 6-, and 8-cubic-yard containers, at a frequency agreed upon with each business.
- Roll-off services: Provide 20-, 30-, and 40-cubic-yard roll-off bins for industrial and high-volume waste generators.

2.3 City Services Provided at No Cost to the City

- Collect and dispose of solid waste at municipal facilities, including City Hall, parks, the library, and other City-owned properties.
- Provide dumpsters for major City events, for at least six (6) events each year.
- Provide six (6) free roll-off containers annually for City use, including two (2) for Public Works.
- Offer reduced-rate billing for eligible senior citizens, including door-to-door collection if required.
- Provide emergency debris collection after natural disasters or storms, beginning the same day and no later than the next day.
- Maintain a local or toll-free customer service hotline and respond to complaints or missed collections within 24 hours.

3. Proposal Submission Requirements

1. **Cover Letter:** Signed by an authorized representative and confirming the firm's interest in providing the requested services.
2. **Company Background and Qualifications:** Describe the firm's history, solid waste management experience, and qualifications.
3. **Service Plan:** Explain service delivery, quality assurance, customer satisfaction methods, contingency plans for equipment failures, severe weather and increased demand, and proposed collection schedules.
4. **Equipment and Facilities:** List collection vehicles, containers, and disposal sites to be used for the contract.
5. **Customer Service Plan:** Describe procedures for complaints, service requests, public outreach, and missed pickups.
6. **Pricing Structure:** Provide proposed rates for all residential, commercial, and industrial services, including prices by container type and collection frequency.
7. **Insurance and Performance Bond:** Provide evidence of compliance with the City's insurance and liability requirements. Any performance-bond requirement must be confirmed in the final solicitation.

4. Insurance Requirements

Proposals must include evidence that the firm can meet the insurance requirements below. The City should confirm these limits with its risk-management or legal adviser before issuing the final solicitation.

COVERAGE	MINIMUM REQUIREMENT
Workers' Compensation	Statutory limits.
Employers' Liability	\$1,000,000 / \$1,000,000 / \$1,000,000 as stated in the source draft; confirm intended sublimits.
Commercial General Liability	\$1,000,000 per occurrence for bodily injury and property damage; \$2,000,000 general aggregate or equivalent umbrella/excess coverage. Include premises/operations, products/completed operations, and personal/advertising injury.
Business Automobile Liability	\$1,000,000 combined single limit per occurrence for bodily injury and property damage. Include owned/leased, non-owned, and hired vehicles.

5. Proposal Evaluation and Selection Criteria

EVALUATION CRITERION	WEIGHT
Cost of Service	30%
Experience and Qualifications	20%
Quality of Service Plan	20%
Customer Service and Complaint Resolution	15%
Environmental and Recycling Programs	10%
Innovative Approaches and Added Value	5%

The City Council and/or its staff designee will review proposals and may interview the top-ranked firms before awarding the contract.

6. Contract Term and Conditions

- Initial term of three (3) years, with one (1) additional three-year renewal option upon mutual agreement.
- Annual rate adjustments may be considered based on the Consumer Price Index (CPI) and changes in disposal costs.
- The contractor must comply with all applicable local, state, and federal regulations.
- The City may terminate the contract for non-performance with thirty (30) days' written notice.

7. Nondiscrimination Statement

Discrimination is against the law. The City of Rosebud will comply with applicable federal civil rights laws and will not discriminate on the basis of race, color, national origin, age, disability, or sex, consistent with applicable law. The City will not exclude people or treat them less favorably on these bases.

8. Affirmative Action / Equal Opportunity Statement

The City of Rosebud is an Affirmative Action/Equal Opportunity Employer and strives to attain applicable goals under Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u), as amended, where applicable.

The City of Rosebud appreciates your interest and looks forward to receiving your proposal.