

REQUEST FOR PROPOSAL
EXCLUSIVE MUNICIPAL RECYCLABLES COLLECTION
AND NON-EXCLUSIVE REFUSE COLLECTION
DUE JUNE 1, 2026

The Town of Warren is soliciting a request for proposals from qualified haulers for the provision of residential properties' garbage and recyclable materials (i.e., refuse) collection services. On June 15, 2026, the Town intends to award a contract as a result of this RFP process. The town reserves the right to reject any and all proposals, and to accept the proposal most advantageous to the town, even if that proposal is not the lowest in cost. Contract shall run from July 1, 2026 – June 30, 2028. Please refer questions and submit proposals to Town Clerk/Treasurer Deina Shirmer – 715-749-9013, 720 112th Street, Roberts, 54023. The Town has a population of 1861 with approximately 630 housing units.

Proposals submitted will be for the contractor to provide non-exclusive collection services for trash and exclusive recycling within the Town limits.

- **Unit-based pricing** - the contractor shall provide a proposal indicating charges for every other week trash and recyclable collection. Please include a proposal for weekly refuse pickup to serve interested residents. The contractor shall provide garbage carts.
- **Hours and Days of Operation** – garbage and recycling shall both be picked up the same day. All collections shall, except as expressly permitted by the Town, be limited to the hours of 6:00 AM and 6:00 PM Monday through Friday. The proposal should include a proposed schedule that meets this framework and the accommodating changes due to inclement weather and holidays. Holidays shall be New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day.
- **Town garbage carts** – the Town shall be supplied garbage and recycling carts with weekly pickup at no cost to be located at the Town Hall.

Force Majeure

The contract will provide that neither party shall be liable to the other for any delay in or failure of, performance where performance is prevented or delayed by acts of God, fire, explosion, accident, flood, earthquake, epidemic, riot, rebellions, restraints or injunctions, or other legal processes from which a party affected cannot reasonably relieve itself by security or otherwise.

Indemnification and Insurance

The contractor shall be required to indemnify and hold harmless the town, its officers and its employees, from and against all liability, claims and demands, on account of any injury, loss, or damage, or any portion thereof, is caused by or claimed to be caused by, the act, omission, or fault of the contractor or any subcontractor of the contractor, or any officer, employee, or agent of the contractor or subcontractor, or any other person for whom the contractor is responsible.

The contractor or subcontractor of the contractor shall be required to carry at their own expense workers' compensation insurance; comprehensive general liability used in performance of the contract. The worker's liability insurance shall have limits of not less than \$1,000,000 per occurrence. The Town, its officers and employees, shall be named additional insured as respect to the required coverage for particular operations, subrogation, production of certificated, cancellation and insurer ratings.

Compliance with Laws

The contractor shall be responsible at its expense for obtaining and complying with all necessary permits, ordinances, and laws.

Use of subcontractors

The contractor shall indicate in the proposal whether or not it intends to use subcontractors for any part of the service being provided, together with a list of all said contractors.

Customer Service

The contractor shall be responsible for providing all customer service functions including informing customers about the current services, handling customer requests and resolving customer complaints.

Current count:

Recycling 547 units