

**REQUEST FOR PROPOSALS (RFP)
SOLID WASTE COLLECTION SERVICES
TOWN OF LILESVILLE, NORTH CAROLINA**

The Town of Lilesville is seeking proposals from qualified solid waste service providers to perform residential curbside solid waste collection and disposal services.

Qualification packets shall be submitted to:

Marty Morton, Jr.

Public Utilities Director
Town of Lilesville
114 E. Wall Street
P.O. Box 451
Lilesville, NC 28091

Or by email to: mmorton@lilesville.gov

Proposals must be received no later than **2:00 p.m. on June 17, 2026.**

The submittal package or email shall be clearly marked:

"Statement of Qualifications – Town of Lilesville Solid Waste Services"

and shall clearly identify the firm submitting the proposal.

Scope of Work

Services shall include, but are not limited to:

- Weekly collection and disposal of residential solid waste from approved Town-provided containers.
- Collection of solid waste from approximately 210 residential customers receiving curbside service.
- Disposal of collected solid waste at an approved disposal facility.
- Compliance with all applicable federal, state, and local regulations governing solid waste collection and disposal.

The Town of Lilesville shall maintain all customer accounts, including new accounts, closed accounts, billing, and customer records.

Qualification Submittal Requirements

To facilitate a consistent evaluation process, firms are requested to organize their submittals in the following format:

1. Cover Letter

A cover letter on company letterhead signed by a principal or other individual authorized to commit the firm to a contract for services.

2. Company Experience and Qualifications

Provide information regarding the firm's qualifications relevant to this project, including:

- Company history and background
- Location of corporate headquarters and branch offices
- Names and credentials of principal officers
- In-house capabilities
- Anticipated subcontracted or outsourced services
- Professional certifications, awards, and recognitions

3. Relevant Projects and References

Provide at least three (3) references from organizations within North Carolina for which the firm has provided similar services.

Include:

- Organization name
- Contact person
- Telephone number
- Mailing address
- Brief description of services provided

The Town may contact references regarding the firm's performance.

4. Project Understanding and Approach

Provide a narrative describing:

- Understanding of the Town's service needs

- Proposed collection methods
- Equipment to be utilized
- Staffing approach
- Strategies for maintaining reliable and efficient service

5. Unit Pricing

Provide:

- Cost per container emptied weekly
- Any additional fees or charges
- Fuel surcharges (if applicable)
- Other pricing information necessary to evaluate the proposal

Selection Criteria

Selection will be based upon qualifications, demonstrated experience, and the ability to provide dependable weekly service.

The Town will utilize a Qualifications-Based Selection (QBS) process. In accordance with applicable North Carolina General Statutes, it is the intent of the Town to select firms based on demonstrated competence and qualifications for the services required. Pricing information will be considered only after qualifications have been evaluated.

Qualification statements will be evaluated using the following criteria:

Evaluation Criteria	Points
Company Experience and Capability	40
Project Understanding and Approach	35
Customer Service and Responsiveness	25
Total	100

Company Experience and Capability (40 Points)

Evaluation of company experience, qualifications, references, equipment resources, and demonstrated performance on similar projects.

Project Understanding and Approach (35 Points)

Evaluation of the firm's understanding of the project requirements and technical approach to meeting service objectives.

Customer Service and Responsiveness (25 Points)

Evaluation of the firm's ability to maintain open communication, promptly address concerns, and provide quality customer service throughout the contract term.

Firms may submit supplemental information in appendices to support their qualifications.

Reservation of Rights

The Town of Lilesville reserves the right to:

- Reject any or all proposals.
- Waive informalities or technicalities in any proposal.
- Request additional information from any proposer.
- Select the firm deemed to be in the best interest of the Town.
- Negotiate a final scope of work and contract terms with the selected firm.

All firms submitting proposals will be notified following award of the contract.

Deadline for Submittal

Qualification statements must be received no later than **2:00 p.m. on June 17, 2026**.

Submit to:

Town of Lilesville

114 E. Wall Street / P.O. Box 451

Lilesville, NC 28091

Email: mmorton@lilesville.gov

Equal Opportunity Statement

The Town of Lilesville is an Equal Opportunity Employer and encourages the submission of proposals from small businesses, minority-owned businesses, women-owned businesses, and Historically Underutilized Businesses (HUBs).