



**City Of Hammond  
Purchasing Department**

**COLLECTION AND DISPOSAL OF GARBAGE/TRASH  
(DUMPSTERS)**

**RFP 27-04**

**Sealed Proposals Shall Be Received by  
the Purchasing Department,  
City of Hammond  
310 East Charles Street  
P.O. Box 2788  
Hammond, Louisiana 70404-2788  
Until  
10:00 A.M. May 13, 2026**

**At Which Time All Proposals Will Be Opened And Read Aloud.**

**Advertisement in the Official Journal, Daily Star, to be Published (2)  
Two Times**

**April 23 & 30 2026**

**For Additional Information or Questions, Contact:  
Jana Thurman, Purchasing Manager- (985) 277-5633**

**This is the Proposal of:****Date:** \_\_\_\_\_**Company:** \_\_\_\_\_**Section 3 Business/WBE/SBE/MBE/DBE:** \_\_\_\_\_**Address:** \_\_\_\_\_**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP Code:** \_\_\_\_\_**Person to Contact:** \_\_\_\_\_**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_**Email:** \_\_\_\_\_**Your Proposal is important to us.**

However, should you choose NOT to submit a Proposal for this project, the City would still ask you to complete this sheet and indicate "No Proposal". This shall NOT affect your participation in future RFPs, but only serve as a means of verifying you received notification of this RFP.

**Section 3 Business/WBE/SBE/MBE/DBE**

The City encourages Proposals from Section 3 businesses, Woman Business Enterprises, Minority Business Enterprises, Small Business Enterprises, and other potentially Disadvantaged Business Enterprises. If your company is one of these types of businesses, please indicate "Section 3," "WBE," "SBE," "MBE," or "DBE" in the space provided above.

**Nondiscrimination Requirements**

By submitting and signing this Proposal, the Proposer agrees to comply with Title VI and VII of the Civil Rights Act of 1964 as amended; the Vietnam Era Veterans Readjustment Assistance Act of 1974; Section 503 of the Rehabilitation Act of 1973; Section 202 of Executive Order 11246 as amended; and the Americans with Disabilities Act of 1990.

The Proposer also agrees to keep informed of and comply with all federal, State, and local laws, ordinances, and regulations which affect the Proposer's employees or prospective employees.

## RFP 27-04

### **Specifications**

Furnish dumpsters, provide labor, equipment and materials to collect and dispose of Garbage and Trash at various City of Hammond locations. All per schedule on Proposal sheet for the period of July 1, 2026 through June 30, 2027.

### **Contract:**

This contract shall remain in effect for a period of twelve (12) months from Proposal award date. Contingent upon the ability of the successful proposer to honor the quoted proposed prices, the City reserves the right to renew the existing contract for an additional two twelve (12) month periods.

### Instructions to proposers

**PROPOSERS ARE URGED TO PROMPTLY REVIEW THE REQUIREMENTS OF ALL SPECIFICATIONS AND SUBMIT QUESTIONS FOR RESOLUTION AS EARLY AS POSSIBLE DURING THE SUBMITTAL PERIOD. QUESTIONS OR CONCERNS MUST BE SUBMITTED TO THE PURCHASING MANAGER DURING THE PROPOSAL PERIOD AND SHALL BECOME PART OF YOUR PROPOSAL PACKAGE.**

**OTHERWISE, THIS WILL BE CONSTRUED AS ACCEPTANCE BY THE PROPOSERS THAT THE INTENT OF THE SPECIFICATIONS IS CLEAR AND THAT COMPETITIVE PROPOSALS MAY BE OBTAINED AS SPECIFIED HEREIN. PROTESTS WITH REGARD TO THE SPECIFICATION DOCUMENTS SHALL NOT BE CONSIDERED AFTER PROPOSALS ARE OPENED.**

RFP Packages are mailed only as a courtesy. The City of Hammond does not assume responsibility for proposers to receive RFP packages. Proposers should rely on advertisements in the local newspaper, City Website [www.hammond.org](http://www.hammond.org), online at [www.bidexpress.com](http://www.bidexpress.com) or personally pick up RFP packages with specifications. Full information may be obtained, or questions answered, by contacting the Purchasing Department, Hammond City Hall Complex, 310 East Charles Street.

**These specifications are written in a manner to invite open competition. Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive unless the RFP states that only the brand name will be considered for reasons of compatibility, etc.**

**The RFP number, Proposers name, address, Louisiana Contractor License number and RFP opening date shall be clearly printed or typed on the outside of the Proposal envelope, if mailed. Only one (1) proposal shall be accepted from each proposer. Alternates shall not be accepted unless specifically requested in the RFP specifications. Proposals can be delivered or mailed.**

The method of delivery of proposals is the responsibility of the proposer. All proposals shall be received by the Purchasing Department, Hammond City Hall Complex, 310 East Charles Street Hammond, Louisiana on or before the specified RFP opening date and time.

Normally, bid bonds will not be required on bids for materials, supplies, annual contracts or small labor contracts. If a bid bond is required, it will be specifically requested on the RFP form and included in the specifications.

Proposals shall be accepted only on the RFP forms furnished by the City of Hammond Purchasing Department. The City of Hammond shall only accept proposals from those proposers in whose name the RFP forms and or specifications were issued. Altered or incomplete proposals forms, or use of substitute forms or documents, shall render the proposal non-responsive and subject to rejection. **The RFP package, including the specifications and copies of any addenda issued shall be submitted to the Purchasing Department as THE RFP.**

All proposals must be typed or written in **BLUE/BLACK INK**. Any erasures, strikeover and/or changes to prices shall be initialed by the proposer. Failure to initial shall be cause for rejection of the proposal as non-responsive.

All proposals shall be signed. Failure to do so shall cause the proposal to be rejected as non-responsive.

Where one (1) or more vendor's exact products or typical workmanship is designated as the level of quality desired or equivalent, the Purchasing Agent/Building Director, after study and review, reserves the right to determine the acceptability of any equivalent offered. The decision, after study and review, shall be final and binding. If proposing "equivalent" products, specifications, illustrative literature and any deviations shall be submitted with proposal. Representative samples shall be submitted upon request, if appropriate.

**Liability:**

The Contractor at all times during the term of the contract shall maintain and pay for property damage and public liability insurance with limits of at least (\$1,000,000.00) one million dollars inclusive of bodily injury and property damage for any one occurrence. Prior to commencing work under this contract the Contractor must file with the City a "certificate of insurance" meeting aforementioned requirements with the City of Hammond named insured by added endorsement. All premiums and expense incurred with this insurance shall be paid for by the Contractor. The Contractor shall assume the defense of and indemnify and save harmless the City and its Officers and Agents from all claims relating to work.

The Contractor shall be responsible for any and all damages or claims for damages or injuries or accidents done or caused by him or his employees, or resulting from the execution of the work, or any operations, or caused by reason of existence or location or condition of facilities or of any materials, supplies, or machinery used thereon or therein, or neglect or omission on his part, or all of the several acts or things required to be done by them, under and by these conditions, and covenants, and agrees to hold the City harmless and indemnified for all such damages and claims for damages. The Contractor shall indemnify and save harmless the City from and against all losses and all claims, demands, payments, suits, actions, recoveries, all attorney fees, and judgments of every nature and description made, brought or recovered against the City by reason of any act or omission of the Contractor, his agents or employees, in the execution of his work.

**Worker’s Compensation:**

The Contractor shall, at all times, pay or cause to be paid, any assessment or compensation required to be paid pursuant to the Worker’s Compensation Act. The Contractor shall, at the time of entering into a Contract with the City, provide satisfactory proof that all assessments or compensation payable to the Worker’s Compensation Board have been paid and the City may, at any time during the performance or upon the completion of such Contract require a further declaration such Contract require a further declaration that such assessments or compensations have been paid.

**I hereby acknowledge that I have received the following Addenda and they are reflected as part of this proposal.**

List by date and Addendum number \_\_\_\_\_

I certify that I am duly licensed in Louisiana to perform the work. Louisiana License # \_\_\_\_\_

Proposer agrees to Furnish All Material, Supplies and Services in complete accordance with all RFP 27-04 Specifications for the sums indicated:

(Amounts shall be shown in words and digits. In case of discrepancy, words shall govern.)

**Total Annual Price \$** \_\_\_\_\_

**DOLLARS**

**Roll off Dumpster Cost per Ton \$** \_\_\_\_\_

**DOLLARS**

\_\_\_\_\_  
**Signature of Proposer**

\_\_\_\_\_  
**Company**

The above signature on this Sealed Proposal certifies that proposer has carefully examined the instructions to proposers, terms and specifications applicable to and made a part of this proposal Package. Proposer further certifies that the prices shown are in full compliance with the conditions, terms and specifications of this Proposal.

**Cost Sheet**

<b>LOCATION</b>	<b>SIZE</b>	<b>SERVICE</b>	<b>PICKUP DAYS</b>	<b>MONTHLY AMOUNT</b>	<b>ANNUAL AMOUNT</b>
City Hall 310 E. Charles St.	8 Yard	3 per week	Monday, Wednesday Friday	\$	\$
Fire Central 100 W. Coleman St.	6 Yard	2 per week	Monday, Thursday	\$	\$
Food Pantry 2404 W. Thomas St. Town & Country Plaza	8 Yard	2 per week	Monday, Thursday	\$	\$
711 Pecan St.	8 Yard	1 per week	Thursday	\$	\$
Hwy 190 Maint. 18104 Hwy 190 E	2 - 30 Yard Roll Off	2 times per month		Per ton \$  Pick Up	Per ton \$  Pick Up
Senior Citizen 207 E. Church St.	8 Yard	2 per week	Monday, Thursday	\$	\$
Sewer Plant 1400 Fagan Dr.	8 Yard 4 Yard	2 per week 1 per week	Monday, Thursday	\$ \$	\$ \$
Zemurray Park 400 S Oak St.	8 Yard	2 per week	Monday, Thursday	\$	\$
Police Training 47038 Conrad Anderson Blvd.	4 Yard	1 per week	Wednesday	\$	\$
Alley Way 200 N. Cate St.	8 Yard	5 per week	Monday, Tuesday, Wednesday, Thursday, Friday	\$	\$
Morrison Alley 217 E. Thomas St.	2 - 8 yard	5 per week	Monday, Tuesday, Wednesday, Friday, Saturday	\$	\$
Hammond Fire Headquarters 1290 SW Railroad Ave	6 yard	1 per week	Tuesday	\$	\$