



CITY OF ISHPEMING
REQUEST FOR PROPOSALS
RECYCLING AND TRASH CART PURCHASE AND DELIVERY

Issuing Entity	City of Ishpeming
Project	Ishpeming City Recycling and Trash Carts
Proposal Due Date	October 29, 2026,
Proposal Due Time	1:00 PM
Contact	Randy Scholz, City Manager

1. NOTICE

The City of Ishpeming, Michigan, is requesting sealed proposals from qualified vendors for the purchase and delivery of approximately 2,700 residential 64-gallon curbside recycling carts and approximately 2,700 additional residential 64-gallon trash carts. The recycling carts are part of the EGLE grant-funded project. The trash carts are a separate City-funded purchase, and are not part of the EGLE grant, they will be paid for directly by the City. The City intends to award a contract to the proposer whose proposal is determined to provide the best overall value to the City while meeting the requirements of this Request for Proposals.

This project is supported in part by funding from the Michigan Department of Environment, Great Lakes, and Energy Recycling Infrastructure Grant Program. The grant application identifies 2,700 64-gallon recycling containers and assembly and delivery to residents as project expenses.

2. PROJECT PURPOSE

The City of Ishpeming plans to establish a standardized residential recycling cart program. The project is intended to improve collection efficiency, increase household participation in recycling, reduce contamination and windblown litter, increase recycling capacity, and divert more recyclable material from the landfill. The grant application describes service to approximately 2,600 residential households within the City and anticipates distribution of carts to eligible residential households.

3. SCOPE OF SERVICES

The successful proposer shall provide all labor, equipment, materials, transportation, supervision, and incidental services necessary to complete the work. The anticipated scope includes the following:

- Provide approximately 2,700 new 64-gallon curbside recycling carts as part of the EGLE grant-funded project.
Provide approximately 2,700 additional new 64-gallon residential trash carts as a separate City-funded purchase. The trash carts are not part of the EGLE grant and will be paid for directly by the City.
- Provide separate invoices for the recycling carts and the trash carts.
- Provide compatible cart lids and all standard hardware and components necessary for complete use of each cart.
- Provide carts suitable for automated curbside collection equipment.
- Provide carts that are durable and designed for residential outdoor use and repeated mechanical collection.
- Provide delivery of the carts to a City-designated location. The City will deploy the recycle and trash carts and is not requesting resident delivery under this RFP.
- Carts must be delivered in whole or be assembled by the vendor.
- Coordinate delivery with the City.
- Provide inventory information showing quantities delivered to the City.
- Replace carts or components damaged before acceptance or damaged as a result of defective materials or workmanship at no additional cost to the City.
- Provide manufacturer warranty information and warranty support.

4. CART REQUIREMENTS

- Nominal capacity of 64 gallons.
- Hot-stamped with the City of Ishpeming logo on one side.
- Hot-stamped with expectable materials as follows:
 - Aluminum and Steel (soup cans, pop cans, etc.)
 - Carboard (Flattened)
 - Paper, books, Magazines
 - Plastics – water bottles, etc. (No Compositable Plastics)
- New and unused construction.
- Suitable for automated collection systems.
- Durable residential grade construction suitable for year-round outdoor use in Michigan weather conditions.
- Two wheeled configuration with a stable base and handle suitable for residential use.
- Securely attached lid designed to remain with the cart during normal use and automated collection.
- Compatible with standard curbside recycling collection operations. The trash carts shall be suitable for residential trash collection and outdoor use.
- Cart body and lid shall be capable of withstanding normal handling, loading, unloading, storage, and automated collection.

- The proposer shall identify the manufacturer, model, country of manufacture, material specifications, warranty, and any applicable industry standards.

The City may accept an equivalent product when the proposer demonstrates that the proposed product meets or exceeds the functional requirements stated in this RFP.

5. PROPOSAL PRICING

Proposers shall provide firm pricing for 2,700 recycling carts and separate firm pricing for 2,700 trash carts. Pricing shall include all costs necessary to provide the proposed carts, including freight, delivery, taxes, assembly, and any other charges applicable to the selected option. The recycling carts are grant-funded. The trash carts are not grant-funded and will be paid for directly by the City. The provider will submit separate invoices for the recycling carts and the trash carts. The City is seeking clear unit prices and total prices for each cart type and the complete proposal.

6. REQUIRED PROPOSAL INFORMATION

Each proposal shall include the following:

- Completed and signed Bid Submittal Page included with this RFP.
- Company name, address, telephone number, email address, and primary contact.
- Manufacturer and model of proposed recycling cart and trash cart.
- Detailed product specifications and product literature.
- Unit price and total price for 2,700 recycling carts.
- Separate unit price and total price for 2,700 trash carts.
- Freight and delivery charges for the recycling carts and trash carts, stated separately if applicable.
- Warranty information.
- Estimated delivery schedule after receipt of a purchase order or notice to proceed.
- At least three references for similar municipal or commercial cart supply or distribution projects.
- Description of relevant experience.
- Proof of insurance or a statement confirming the proposer can meet the insurance requirements.
- Any exceptions to the requirements of this RFP.

7. DELIVERY SCHEDULE

The City anticipates beginning implementation following execution of the contract and receipt of the necessary grant and City approvals. The proposer shall state the earliest date the carts can be delivered and the number of carts that can be delivered per week. The City anticipates full program rollout within approximately three (3) months of grant award.

8. INSURANCE

The successful proposer shall maintain insurance appropriate to the services being provided and shall provide certificates of insurance upon request. At a minimum, the proposer shall maintain commercially reasonable general liability, automobile liability, and workers compensation coverage as required by Michigan law. The City may require additional insured status and other insurance provisions as determined appropriate before execution of the contract.

9. COMPLIANCE WITH GRANT REQUIREMENTS

The successful proposer shall comply with all applicable requirements of the EGLE Recycling Infrastructure Grant Program for the recycling carts and related grant-funded services, as well as the requirements of the City of Ishpeming and applicable federal, state, and local laws and regulations. The trash carts are separate from the EGLE grant and will be paid for directly by the City. The successful proposer shall provide reasonable documentation requested by the City for grant administration, payment, reporting, auditing, and close-out.

10. EVALUATION OF PROPOSALS

The City may consider the following factors in evaluating proposals:

- Total evaluated cost.
- Quality, durability, and suitability of the proposed cart.
- Compatibility with automated collection equipment.
- Delivery schedule and ability to meet the City's implementation schedule.
- Experience with municipal recycling cart projects.
- Warranty and customer support.
- Completeness and responsiveness of the proposal.
- References and past performance.

The City is not required to select the proposal with the lowest price and may reject any or all proposals when doing so is determined to be in the best interest of the City.

11. QUESTIONS AND COMMUNICATION

All questions concerning this RFP shall be directed to:

Randy Scholz
City Manager
City of Ishpeming

100 E Division Street
Ishpeming, Michigan 49849

Questions should be submitted in writing. Any material clarification or addendum issued by the City will be provided to all known proposers.

12. SUBMITTAL OF PROPOSALS

Proposals shall be sealed and clearly marked:

“CITY OF ISHPEMING RECYCLING & TRASH CART PURCHASE RFP”

Proposals shall be submitted to:

Randy Scholz, City Manager
City of Ishpeming
100 E Division Street
Ishpeming, Michigan 49849

Proposals shall be received no later than the date and time stated on the cover of this RFP. Late proposals may be rejected.

The City may request clarification of any proposal. Proposers shall not contact City Council members, City employees other than the designated contact, or other City representatives concerning this RFP during the proposal period unless specifically authorized by the City Manager.

13. CONTRACT AWARD

The selected proposer will be notified in writing. Award is subject to approval by the appropriate City officials and availability of grant and City funding. No proposer shall have any contractual rights against the City until a written agreement or purchase order has been executed by the City.

14. RESERVED RIGHTS

- The City reserves the right to modify or cancel this RFP at any time before award.
- The City reserves the right to reject any or all proposals.
- The City reserves the right to waive minor irregularities that do not affect the substance of a proposal.
- The City reserves the right to request additional information from any proposer.
- The City reserves the right to negotiate with the selected proposer concerning price, schedule, scope, and contract terms.
- The City reserves the right to make an award by item or as a complete package if doing so is in the best interest of the City.

15. BID SUBMITTAL PAGE

The following page shall be completed, signed, and returned with the proposal.

**CITY OF ISHPEMING
BID SUBMITTAL PAGE**

RECYCLING AND TRASH CART PURCHASE AND DELIVERY

The undersigned proposer has examined the Request for Proposals and all issued addenda and agrees to provide the goods and services described in the RFP in accordance with the requirements stated therein.

Company Name	
Address	
City, State, ZIP	
Telephone	
Email	
Contact Person	
Manufacturer	
Recycling Cart Model / Trash Cart Model	
Warranty	
Earliest Delivery Date	
Proposal Valid Through	
Total Proposal Price	

PRICE SCHEDULE

Item	Quantity	Unit Price	Total Price
64 gallon recycling cart	2,700		
Assembly of carts (if applicable)	2,700		
64 gallon trash cart	2,700		
Assembly of carts (if applicable)	2,700		
Freight and delivery to City (if applicable)	1 lot		

Other required charges	1 lot		
TOTAL PROPOSAL			
Item	Quantity	Unit Price	Total Price

REFERENCES

Organization	Contact	Telephone or Email	Project / Year

EXCEPTIONS

List any exceptions to the requirements of the RFP. If none, write NONE.

CERTIFICATION

I certify that the information contained in this proposal is true and complete to the best of my knowledge. I certify that the proposer has the authority to submit this proposal and that the proposer agrees to comply with the requirements of the Request for Proposals if selected.

Authorized Representative	
Title	
Signature	
Date	

SUBMIT PROPOSAL TO

Randy Scholz, City Manager
City of Ishpeming
100 E Division Street
Ishpeming, Michigan 49849

Clearly mark the sealed package: **“CITY OF ISHPEMING RECYCLING & TRASH CART
PURCHASE RFP”**