



**CITY OF EAST PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
LANDFILL SLOPE MOWING SERVICES
SPECIFICATIONS
REQUEST FOR PROPOSALS
RFP EP 22/23-08
BID OPENING THURSDAY MARCH 9, 2023 AT 11:00AM**

INTRODUCTION AND BACKGROUND

The City of East Providence requests proposals from qualified companies to mow landfill side slopes at the Forbes Street Landfill consisting of approximately 12 acres. Slopes range from 1V:2.5H to 1V:5H. Other areas include mowing in and around a drainage swale and around evergreen trees.

II. STATEMENT OF THE PROJECT

The City of East Providence has completed the installation of a landfill cap per RIDEM specification at the **Forbes Street Landfill (241 Forbes Street, Riverside RI 02915)**. Two solar arrays have been constructed on the capped landfill. The City is responsible to maintain the grass slopes and grass areas exterior of the chain link fence. These proposals will be for the mowing of the areas outside of the chain link fence, including slopes ranging from 1V:2.5H to relatively flat areas. The areas shall be mowed once per year, between September 15 and October 15, to reduce the growth of woody material within the cap. **This proposal shall be for three (3) years.**

III. SCOPE OF SERVICES

Scope of Services include mowing approximately 12 acres of grass to a height of 6-inches. The areas include slopes ranging from relatively flat to approximately 1V:2.5H and areas around evergreen trees and within a drainage swale. Mowing shall be by mechanical means where possible and using hand equipment where necessary. Wash-out areas shall be brought to the City's attention for maintenance.

IV. RESPONSE TO RFP

Three (3) written proposals and 1 Thumb Drive from qualified firms shall be submitted to the Controller's Office, Room 103, Attn: Ralph Mitchell, Procurement Specialist, 145 Taunton Avenue, East Providence, RI 02914 by 11:00 AM on Thursday, March 9, 2023.

Proposals and prices will be reviewed by the City. This is a Request for Proposal with fees; responses will be evaluated on the basis of the relative merits of the proposal, in addition to fees. The City reserves the right to schedule interviews following the submission of the proposals. The selected firm shall be chosen based on its qualifications, strength of its proposal, and associated fees. The following criteria will be used to evaluate the responses:

1. Company Qualifications and Experience

Specialized experience and equipment is required to perform the work, especially on steep slopes. Proposals must clearly demonstrate full knowledge, understanding, and experience in the methods, techniques and guidelines required for the performance of the required work. All elements within this factor are of equal importance. The company must indicate specific experience and equipment in the required area.

2. Personnel Qualifications and Availability

Specialized experience is required of the project personnel proposed to undertake the work assignments. Proposal must clearly demonstrate the capability, background, training, certifications and experience of the proposed personnel. The availability of the proposed staff is also of critical importance and must be demonstrated. Specific project experience relevant to this scope of work must be demonstrated, as well as specific company experience.

3. Performance Record of Firm

A list of references of at least three (3) recent contracting officers on projects of a similar magnitude and complexity; references must include telephone number and affiliation.

4. Insurance and W-9 Form

The company who is awarded the contract must provide a certificate of insurance with the City listed as additionally insured and a W-9 Form

Any questions regarding the RFP or to schedule access to review the site may be directed to Erik Skadberg, PE, City Engineer, 401-435-7703 ext. 1 or Daniel Borges, Director of Public Works, 401-435-7701 no later than **TUESDAY FEBRUARY 28, 2023 at 11:00AM.**