

EXHIBIT A



INVITATION TO BID **YARD WASTE & LEAF GRINDING**

THE CITY OF GASTONIA SOLID WASTE DIVISION INVITES YOUR BID ON THE FOLLOWING JOB:

GRINDING RAW YARD WASTE MATERIAL TO MULCH & LEAVES TO COMPOST AT THE DUKE STREET & UNITY STREET YARD WASTE FACILITIES.

Specifications are as follows:

1. The City of Gastonia Solid Waste Division is seeking bid quotes on a three (3) year contract (with the possibility of a 2-year extension) for the grinding of yard waste and leaves located at the Duke Street and Unity Yard Waste Facilities. The yard waste may be ground more than once per year, depending upon capacity. Leaves are ground once per year. The approximate amount of tonnage is 1,100 for yard waste and 4,000 for leaves per grind. Four grinding events per fiscal year are anticipated. Changes in this schedule may be at the discretion of the Solid Waste Division Manager.
2. The grinding of the yard waste and leaves is to be performed using a 2" X 5" screen. The finished screened products are to be placed in windrows. Upon notice from the City of Gastonia, the Contractor must begin grinding operations within thirty (30) calendar days and complete the grind within ten (10) working days from the start day.
3. The existing yard waste pile is comprised of materials collected from residential yard waste collection within the City of Gastonia; the majority of the material would be cut into 4' lengths and 4" rounds. From time to time, there may be larger items; however, that would be the exception.
4. The existing leaf pile is comprised of leaves vacuumed from residential collection throughout the City of Gastonia. There should not be any contamination in this pile, only leaves.
5. All finished material should be placed in windrows according to the City of Gastonia-approved DEHNR Type II Compost facility permit. (see attached)
6. The materials, methods, and equipment used will conform to OSHA and all other federal, state, and local ordinances and laws. Contractor at his expense shall furnish and pay for all materials, labor, supplies, tools, and other items necessary to achieve the required product.
7. All work shall be performed safely. All equipment shall be used in strict accordance with the instructions for its use. Contractor further warrants that he shall adequately protect the public from any damage or injury due to his act or neglect. Contractor shall provide written documentation that he is licensed to provide grinding/mulching service in the State of North Carolina, if required.

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8. The contractor shall meet the following insurance requirements for Trades with Special Risk:

- This certificate must include commercial general liability insurance covering bodily injury and property damage with limits of not less than \$2,000,000 per occurrence, and at least \$2,000,000 aggregate; or the equivalent utilizing excess or umbrella coverage.
- In addition, the certificate must include employer's liability insurance (workers' compensation) in accordance with statutory requirements, with limits of not less than \$100,000 for each accident.
- Further, projects requiring the contractor to drive onto City property, or transport City employees or clients, or to use the contractor's vehicles on City property will require auto liability insurance, which must cover bodily injury and property damage liability on all owned, non-owned, and hired vehicles for a limit of not less than \$2,000,000 per occurrence, or the equivalent utilizing excess or umbrella coverage.
- The City of Gastonia must be named as additional insured on both General Liability and Automobile Insurance forms of coverage.

Before the execution of this Agreement, the contractor shall furnish the City with a certificate of insurance to be approved by the City Attorney before the commencement of this agreement, and the certificates of insurance shall contain the provision that the City be given thirty (30) days' written notice of any intent to amend or terminate such policies by either the contractor or the insuring company.

If you have any questions regarding the insurance information needed, please contact the Human Resources Department at P.O. Box 1748, Gastonia, North Carolina 28053, or call 704-866-6786 or email judy.smith@gastonianc.gov or visit City Hall at 181 South Street, Gastonia, NC 28052.

If you are interested in the above job, please provide your bid proposal in a sealed envelope and mail or hand deliver it to the Solid Waste Division no later than July 24th, 2026, at 2:00 pm, at which time all bids will be opened.

- Your bid must also contain a complete listing of the equipment in your inventory to adequately provide the requested services.
- Please provide 3 professional references.

Questions or clarification of this RFP must be made in writing and addressed to Todd Blair at the e-mail address listed below. Vendors should enter **"RFP Solid Waste Grinding"** as the subject for the email. Also please reference the RFP page and topic. All questions submitted from potential vendors will be responded to in writing by addendum. The deadline for questions/clarifications is no later than July 17th, 2026. The City will not entertain any further questions after the due date.

Todd Blair, Solid Waste Division Manager
Gastonia Solid Waste Division
City of Gastonia
E-mail: Todd.Blair@gastonianc.gov

The City of Gastonia reserves the right to reject any bids submitted. No bid bond is required.

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Bids can be sent by either mail, hand delivery, or Email.

By Mail:

By Hand Delivery:

Email: lauren.hinely@gastonianc.gov

Solid Waste Division
Attn: Lauren Hinely
P. O. Box 1748
Gastonia, NC 28053-1748

Solid Waste Division
700 N. Broad St.
Gastonia, NC 28054
Attn: Lauren Hinely

It is the vendors' responsibility to ensure the proposal is submitted on or before the day and time above. The City is not responsible for late proposals due to postal delivery, mishaps, or acts of God. Any proposals received later than the above designated date and time shall be deemed non-responsive and will not be considered. Vendors should be aware that United States Postal Service does not deliver directly to this address and any bids submitted via USPS may not arrive to the designated address in a timely manner.

If you have any questions regarding this matter, please contact the Solid Waste Division at 704-836-0008.