



## City of Tacoma

### REQUEST FOR BIDS Encampment Mitigation, Debris, and Litter Removal Services

#### Ariba Discovery Post# 23161924 – Encampment Mitigation, Debris, and Litter Removal Services

**Solicitation Documents:** Registered users can view solicitation documents by clicking “Respond to Posting” on Ariba Discovery’s solicitation post here: <https://discovery.ariba.com/rfx/23161924>.

**Submittal Delivery:** Submittals will be received and time stamped using the City’s E-Procurement system SAP Ariba.

**Submittal Opening:** Virtual meetings are held every Tuesday at 11AM. Attend [via this link](#) or call 1 (253) 215 8782.

Sealed submittals will be opened by a Purchasing representative and read aloud. Submittals in response to an RFP or RFQ are recorded as received but are not typically opened and read aloud. After 1:00 p.m. the day of bid opening, the names of vendors submitting proposals will be posted to [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org).

#### **Required Registration:**

Suppliers must be registered with Ariba in order to view City of Tacoma solicitation documents. Documents are only viewable by fully registered and approved suppliers, prior to the above deadline.

#### **Existing City of Tacoma Ariba Users**

1. Click the link in this post to Respond to the Bid
2. The solicitation should be available through your City of Tacoma Ariba profile.

#### **First Time City of Tacoma Ariba Users**

1. Complete the City of Tacoma’s Supplier Profile Questionnaire through this link:  
<http://cityoftacoma.supplier.ariba.com/register>
2. City’s Supplier Enablement Lead must provide “Organization Approval” notice before solicitation access can be granted.
3. Once the organization has been approved, the specification will be available through the City of Tacoma Ariba profile via the above steps for Existing City of Tacoma Ariba Users

**Access Assistance:** For assistance accessing the specification, contact Stan Rowden, Senior Buyer by email to [srowden@tacoma.gov](mailto:srowden@tacoma.gov).

**Project Scope:** On-call debris and litter removal services throughout the City of Tacoma and Tacoma Public Utilities facilities.

**Project Estimate:** \$9,000,000

**Pre-Proposal Meeting:** A pre-proposal meeting will be held at the date and time specified in the Special Provisions

**Question Deadline:** To ensure questions are answered, submittal must be no later than the time specified in the Special Provisions.

**Paid Sick Leave:** The City of Tacoma requires all employers to provide paid sick leave as set forth in Title 18 of the Tacoma Municipal Code. For more information, visit [our Minimum Employment Standards Paid Sick Leave webpage](#).

**Americans with Disabilities Act (ADA Information):** The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to

nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing Gail Himes at [ghimes@cityoftacoma.org](mailto:ghimes@cityoftacoma.org), or by calling her collect at 1 (253) 591-5785.

**Title VI Information:** “The City of Tacoma” in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

**Protest Policy:** City of Tacoma protest policy, located at [www.tacomapurchasing.org](http://www.tacomapurchasing.org), specifies procedures for protests submitted prior to and after submittal deadline.



**Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.**