

**NOTICE & SCHEDULE OF EVENTS**  
**REQUEST FOR PROPOSAL NO. 2026-056**  
**CURBSIDE RECYCLING COLLECTION SERVICES**

The City of Ames (hereinafter referred to as “the City”) is seeking proposals from qualified firms to furnish carts and provide Curbside Recycling Collection Services for the City of Ames, with options to serve other area communities that participate in the Resource Recovery System.

The preferred method is to submit proposals in AmesBids at [amesbids.ionwave.net](https://amesbids.ionwave.net) in the format required, included with these proposal documents with all prices and requested data properly filled in, prior to the time and date proposals are due. If technical issues occur while submitting the proposal, contact the Purchasing Manager for the proposal and determine an alternate method to receive the proposal. Failure to submit the required information may deem the proposal non-responsive. The proposal shall include acknowledgement of receipt of all addenda. Addenda numbers shall be filled in the proposal response.

PROPOSALS will be accepted by the City of Ames until 2:00 PM Local Time on January 16, 2026, in AmesBids at [amesbids.ionwave.net](https://amesbids.ionwave.net) or delivered to City of Ames, Purchasing Attn: Purchasing Manager, 515 Clark Avenue, Ames, IA 50010, City of Ames Contract No. 2026-056. Must be a registered supplier to submit a proposal in AmesBids. Response will consist of the completion of all required fields, forms and documentation submitted in the Response Attachment in AmesBids. Once proposals have been thoroughly evaluated, the successful proposal will be presented to the approving authority for action thereon.

A Pre-Proposal Meeting is scheduled for Wednesday, January 7, 2026, at 10:00 AM, at the Ames City Hall, Conference Room 135, located at 515 Clark Avenue, Ames, IA 50010.

Questions and requests for clarification of requirements for these services are encouraged. All questions and requests for clarification are to be submitted via AmesBids no later than 5:00 PM Local Time on January 8, 2026.

The schedule represents the City's best estimate of the schedule that will be followed. If a component of this schedule is delayed, the rest of the schedule will be shifted accordingly.

The approximate contract schedule is as follows:

Issue Request for Proposal:	December 11, 2026
Pre-Proposal Meeting	January 7, 2026
Final Date to Submit Written Questions:	January 8, 2026, at 5:00 PM
Responses to Questions Posted:	January 9, 2026, or Sooner
Proposals Due:	January 16, 2026, at 2:00 PM
Proposal Review:	January 19 – 23, 2026
Interviews	January 21 & 22, 2026
Contract Award:	February 10, 2026

Proposals received after 2:00 PM Local Time, January 16, 2026, will not be considered. It will be the sole responsibility of the Firm to have their responses submitted in AmesBids before the closing hour and date.

Contact with personnel of the City other than Karen Server, Purchasing Manager, or Nolan Sagan, Sustainability Coordinator, regarding this Request for Proposal may be grounds for elimination from the selection process.

The City of Ames Purchasing Division is the only authorized source of proposal documents. Proposal documents obtained from any other source may be incomplete.

It is expressly understood that any costs associated with preparing a proposal shall be at the expense of the Firm.

The City of Ames does hereby reserve the right to reject any or all proposals, to waive informalities, and to make such awards as it shall deem to be in the best interest of the City.

Proposals must be valid for a period of at least 60 Days from the closing date and time of this Request for Proposal of January 16, 2026, at 2:00 PM Local Time.

#### Local Consideration Program

The City of Ames adopted a Local Consideration Program for the procurement of goods and/or services by competitive proposal. A 1% local consideration shall be applied to acceptable bids or proposals from businesses located within Ames City limits whom pays commercial property tax. Submit a notarized Local Business Certificate with your response. If the Firm is already registered, or if this does not apply to your business, do not complete the form. The Local Consideration Program details, application and current list can be found at <https://www.cityofames.org/My-Government/Departments/Purchasing/Local-Consideration-Program>.

END OF SECTION