



May 15, 2019



RFP Number: 4127.5  
Due Date: June 4, 2019  
Due Time: 2:00 p.m.

To: Prospective Respondents

Montgomery County Public Schools (MCPS) is seeking proposals to provide Recycling Services for approximately 240 facilities throughout Montgomery County, Maryland. The information contained in the attached Request for Proposal (RFP) provides requirements.

Please respond according to the instructions provided in the attached. Proposals must be received on or before 2:00 p.m., on June 4, 2019. Proposals received after this date and time will not be considered. Proposals shall be delivered in a sealed opaque envelope with the RFP number, opening date and opening time indicated in the lower left corner of the envelope. Proposals shall be marked on cover pages with “**ORIGINAL BUSINESS**” or “**ORIGINAL TECHNICAL**” and “**COPIES**”, and **REDACTED**. Proposals shall be delivered to Montgomery County Public Schools Procurement Unit, 45 West Gude Drive, Suite 3100, Rockville, Maryland 20850.

The contractor must submit one original and three (3) separate copies of the Technical Proposal and one original and three (3) copies of the Business Proposal. And one (1) redacted copy. The proposal must be signed by an official having authority to contract with MCPS. The firm and official's name shall be used. This solicitation does not commit the district to pay any costs incurred in the submission of proposals or guarantee that an award will be made.

In the event of emergency closing of the Board of Education offices, this RFP will open at the same time on the next regular working day.

Sincerely,

Eugenia S. Dawson, Acting Director  
Department of Materials Management

ESD:lab  
Enclosure