



# Augusta County, Virginia

## Request for Quotes

**Date:** August 8, 2025 **RFQ # 873501-26-02**

**Project Title:** Front Load Container and Service- Staunton Augusta Waynesboro Animal Shelter

**Delivery Location:** Staunton Augusta Waynesboro Animal Shelter  
1011 Lee Highway  
Verona, VA 24482

**Pre-Quote Questions:** Lacy Stajduhar, Purchasing Assistant  
Call: 540-245-5741 ext. 1  
Email: lstajduhar@co.augusta.va.us

**Quote Deadline:** August 27, 2025 at 2:00 pm  
Please deliver to:  
Lacy Stajduhar, Purchasing Assistant  
County of Augusta  
18 Government Center Lane  
Verona, VA 24482

Please provide a quote for the following:

### Open Top Container

Open top must be provided and as specified below:

1. Size: Minimum- 8 Cubic Yards, prefer 12 Cubic Yards. Please quote both sizes.
2. Color: Container color must be approved by the County
3. Open top door required on container for customer to load waste.
4. Freight: Bid shall include freight, if any, delivered to Staunton Augusta Waynesboro Animal Shelter, 1011 Lee Hwy., Verona, Va. 24482 \$ \_\_\_\_\_

### Pick-up Service

1. Cost for pick up two (2) times per week (not to be two consecutive working days): \$ \_\_\_\_\_
2. Cost for additional pick up outside of original schedule: \$ \_\_\_\_\_
3. Any additional charges/fees: \$ \_\_\_\_\_

Additionally, The County wishes to be billed monthly for services with a detailed breakdown of each charge.

All bids shall include manufacturer’s specifications and pictures of proposed equipment. Bidders shall include estimated time of delivery in bid.

## Request For Quote Preparation and Submission Requirements

- A. Bids must be submitted before due date and time at the location listed on page 1. Late bids will not be accepted.
- B. Each bid must give the complete legal name and full business address of the bidder. Erasures or other changes in a bid must be explained or noted over the signature of the bidder. Bids containing any conditions, omissions, unexplained erasures, alterations or items not called for in the proposal, or irregularities of any kind, may be rejected by the County as being incomplete or non-responsive. The RFQ number should be clearly noted on the outside of the envelope or box. No responsibility will be attached to any County agent for the premature opening of a bid not properly addressed and identified. Failure to submit all information requested may result in the purchasing agent requiring prompt submission of missing information. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.
- C. This procurement is being conducted by the County of Augusta in accordance with the provisions of 2.2-4304 Code of Virginia. Except for contracts for architectural and engineering services, if agreed to by the contractor, other public bodies may utilize this contract. The Contractor shall deal directly with any public body it authorizes to use the contract. The County, its officials and staff are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public bodies, and in no event shall the County, its officials or staff be responsible for any costs, damages or injury resulting to any party from use of a County Contract. The County assumes no responsibility for any notifications of the availability of the contract for use by other public bodies, but the Contractor may conduct such notification.
- D. As used in this RFQ, the terms "must," "shall," "should" and "may" identify the criticality of requirements. "Must" and "shall" identify requirements whose absence will have a major negative impact on the suitability of the proposed solution. Items labeled as "should" or "may" are highly desirable, although their absence will not have a large impact and would be useful, but are not necessary. Depending on the overall response to the RFQ, some individual "must" and "shall" items may not be fully satisfied, but it is the intent to satisfy most, if not all, "must" and "shall" requirements. The inability of an offeror to satisfy a "must" or "shall" requirement does not automatically remove that offeror from consideration; however, it may seriously affect the overall rating of the offerors' proposal.
- E. Ownership of all data, materials, and documentation originated and prepared for the County pursuant to the RFQ shall belong exclusively to the County and be subject to public inspection in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by an offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the offeror must invoke the protections of § 2.2-4342F of the Code of Virginia, in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The classification of an entire proposal document, line item prices, and/or total proposal prices as proprietary or trade secrets is not acceptable and will result in rejection of the proposal.

- F. The County reserves the right to reject any and all bids and to waive any informality of technical defects if, in its judgement, the best interest of the County will be served as specified in Virginia Code § 2.2-4319.

# Quote Sheet

## Front Load Container and Services – Staunton Augusta

### Waynesboro Animal Shelter

RFQ # 873501-26-02

Due: August 27<sup>th</sup>, 2025 at 2:00 pm

Cost for pick up two (2) times per week (not to be consecutive working days):

\$ \_\_\_\_\_ for 8 Cubic Yard      \$ \_\_\_\_\_ for 12 Cubic Yard

Cost for additional pick up outside of original schedule:

\$ \_\_\_\_\_ for 8 Cubic Yard      \$ \_\_\_\_\_ for 12 Cubic Yard

Any additional charges/fees:

\$ \_\_\_\_\_ for 8 Cubic Yard      \$ \_\_\_\_\_ for 12 Cubic Yard

Freight for delivery:

\$ \_\_\_\_\_ for 8 Cubic Yard      \$ \_\_\_\_\_ for 12 Cubic Yard

Estimated Date of Delivery: \_\_\_\_\_

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Company Providing Quote: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Printed): \_\_\_\_\_ Title: \_\_\_\_\_