



CITY OF AUSTIN, TEXAS
Purchasing Office
REQUEST FOR INFORMATION (RFI)
Cover Sheet

SOLICITATION NO: [TO BE DETERMINED City Facilities Dumpster, Emergency, Special Events]

COMMENTS DUE: 11:59 PM (CST), [INSERT DAY OF WEEK AND DATE]

The City of Austin is requesting comments on the Non-Residential Collection Services for Trash, Recycling, Brush, Compostable Materials, Special Events, and Emergency Collection Assistance Scope of Work to determine if modifications are necessary before issuing a possible future solicitation for the services. The comments are for informational purposes only, and the City is not compelled to make any changes, or include or remove any of the recommendations that the government does not deem necessary or advantageous.

SUBMISSION OF COMMENTS:

All comments are due by [INSERT DATE] at 11:59 PM (CST). **To be considered, all comments, questions, and suggestions must be submitted with this cover sheet via email to ARRsolicitations@austintexas.gov.**

Commenters are requested to consider the following questions in preparing their comments:

1. Identify specific requirements within the Scope of Work that are of concern. Why are these requirements a concern?
2. What suggestions do you have to improve the clarity of the Scope of Work? Provide reasoning that supports your suggestions.
3. Of the Services mentioned in Section 3.0 of the Scope of Work, what services would your company have the ability to perform?
4. What changes could be made to the Scope of Work ensure the most cost effective solution for the City?

The undersigned ("Respondent"), by their signature, acknowledges that they are authorized to represent the organization below. The Respondent, by submitting and signing below, acknowledges that this request is not a solicitation, will not result in a contract award, and the information provided may be utilized in possible future solicitations.

Signature of Person Authorized to Sign

Signer's Name and Title (Please Print)

Company Name: _____

Address: _____

City, State, Zip Code: _____

Phone No. (_____) _____

Email Address: _____