



Request for Proposal

Hazardous Waste Management and Disposal Services

June 15, 2026

## Request for Proposal (RFP) Timeline and Activities

Monday, June 15, 2026	RFP posted on the Boston Globe and available online Monday, June 15, 2026, 12:00 PM at <a href="http://www.boston.gov/bid-listings">www.boston.gov/bid-listings</a>
Monday, June 22, 2026	All questions due via email by 5:00 PM EST to: <a href="mailto:RFR@bphc.org">RFR@bphc.org</a> Subject: Question about Hazardous Waste Management and Disposal Services
Thursday, June 25, 2026	Responses to questions posted by 5:00 PM EST at <a href="http://www.boston.gov/bid-listings">www.boston.gov/bid-listings</a>
Monday, June 29, 2026	Proposal due via email by 5:00 PM EST to: <a href="mailto:RFR@bphc.org">RFR@bphc.org</a> <b>Subject:</b> "Company Name" - Hazardous Waste Management and Disposal Services  <b>NO EXCEPTIONS TO THIS DEADLINE</b>
	Notification of Decision: Desired date for notification of award to proposer; however, BPHC has the discretion to extend this date without notice. The contract(s) resulting from this RFP shall be in effect when all necessary contract documentation is fully executed by BPHC and awarded Vendor(s)

## Background

The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. BPHC's mission is to work in partnership with communities to protect and promote the health and well-being of Boston residents, especially those impacted by racism and systemic inequities. The BPHC aims to eliminate health disparities and achieve a thriving Boston where all residents can live healthy, fulfilling lives free from oppression.

BPHC's bureaus stand as a perfect example of how the BPHC executes its mission every day:

- **Boston Emergency Medical Services (EMS):** Compassionately delivers excellent pre-hospital care and protects the health and safety of the public. Boston EMS is one of three public safety agencies that respond to 9-1-1 calls.
- **Child, Adolescent, and Family Health (CAFH):** Addresses the physical, emotional, and mental health needs of Boston children and families. The Bureau offers programs where residents live, learn, work, and play, including in and out of school programming for adolescents; initiatives to prevent and respond to violence; and support for families with young children before, during, and after birth.
- **Community Initiatives (CIB):** Addresses health issues affecting Boston citywide. The Bureau offers community and home-based services. The Bureau supports BPHC's commitment to addressing environmental health hazards; chronic disease prevention and management; healthcare access; and health homes and businesses.
- **Infectious Disease (IDB):** Works with diverse populations to reduce the impact of infectious diseases, prevent death associated with these diseases, and create healthier lives for the residents of Boston. The Bureau's work includes disease surveillance; HIV / AIDS-related services; investigation of cases and outbreaks; and community and provider education.
- **Homeless Services (HSB):** Oversees programs that address complex needs associated with adults experiencing homelessness. This includes emergency shelter; health and behavioral health services; job readiness and training; and housing navigation services.
- **Recovery Services (RSB):** Provides a coordinated continuum of substance use care from prevention to treatment to recovery, with an emphasis on vulnerable populations. Bureau services include prevention; harm reduction; outreach, engagement, and access to care; and outpatient and residential treatment.

Additionally, BPHC services also include research and data analysis, mental and behavioral health initiatives, training and support of Community Health Workers, public health preparedness, legislative advocacy for public health priorities, and other programming to address health equity.

BPHC seeks qualified vendors to provide hazardous and biohazardous waste removal, cleanup, transportation, and disposal services at locations throughout the City of Boston.

## Equity and Compliance Requirements

BPHC is committed to equitable procurement practices and strongly encourages submissions from Certified Underrepresented Business Enterprises (CUBE), including minority-owned, women-owned, veteran-owned, disability-owned, LGBTQ+-owned businesses, nonprofit organizations, and local businesses.

Compliance with the City of Boston's Living Wage Ordinance: All service contracts issued by BPHC are subject to the City of Boston's Living Wage Ordinance. This ordinance requires that employees working on substantial city contracts receive an hourly wage that ensures a family of four can live at or above the federal poverty level. This wage amount, called the living wage, is recalculated annually. For additional information, refer to [Living Wage Division](#).

System for Award Management: The Boston Public Health Commission (BPHC) is prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred, or whose principals are suspended or debarred by the federal government. BPHC will ensure compliance with the code of federal regulation via confirmation from [the Federal System for Award Management \(SAM\)](#). The System for Award Management (SAM) catalogs vendors registered with the US Federal Government and identifies those who may be subject to any active exclusions, disqualifications, or are otherwise ineligible to receive funds.

BPHC Standard Contract: Awarded vendor(s) will be subject to the terms and conditions outlined in the contract, which define obligations and responsibilities. Services shall not commence until both parties have duly executed the agreement. The BPHC shall negotiate any requirements not outlined in the RFP. BPHC may award more than one vendor under this RFP.

## Scope of Services

The Boston Public Health Commission (BPHC) is seeking proposals for the removal and disposal of hazardous waste from various facilities. The goal of this request is to ensure safe management, and disposal of hazardous materials and waste throughout the City of Boston, in alignment with environmental regulations and safety standards. This includes but is not limited to the removal of human waste (feces, urine, vomiting) from private property within the city of Boston.

### Response Requirements

The selected vendor must:

- Accept service requests by email and/or phone
- Acknowledge receipt of requests promptly
- Respond to service requests as needed, including weekends and holidays
- Follow all applicable safety and infection-control procedures
- Document conditions before and after cleanup through photographs
- Disinfect and restore the affected area as appropriate
- Submit a completion report, including photographs, to BPHC

Service requests vary based on community reports and operational needs. BPHC averages approximately 27 cleanup requests per month.

## **Additional Services**

Vendors should indicate whether they can provide:

- Sharps and needle cleanup and disposal
- Biohazard remediation associated with unattended human or animal deaths.

If available, provide a description of services, cleanup methods/products, and pricing including cost per incident.

To assess proposals, provide a plan and price per individual response that includes time, materials, and disposal of waste. If there is a difference in cost for different types of waste response, specify such in your proposal. Proposers must describe cleanup methods and products to be used as well as the number of staff available to respond to concurrent cleanup cases.

## **Vendor Qualifications**

The selected vendor must demonstrate:

- Ability to maintain clear communication and documentation
- Ability to provide reliable and timely services
- Adequate staffing and operational capacity
- Appropriate licenses, permits, and certifications
- Experience performing comparable services
- Compliance with BPHC invoicing requirements

Vendors must also maintain:

- General Commercial Liability Insurance
- Workers' Compensation Insurance
- Any licenses, permits, certifications, or driver qualifications required to perform the services

An online portal or electronic system for submitting and tracking service requests is preferred.

## **Contract Term**

Services are anticipated to begin on or about July 01, 2026, through June 30, 2027, for the initial contract term with the possibility of extension for an additional two years, subject to the same terms and conditions for each renewal period. All extensions are subject to annual appropriation of funds. The provisions as indicated within this RFP with respect to extensions of the terms of the contract shall be null and void if the contract has been terminated or revoked during the initial term or any extension thereof. All decisions to extend the contract are at the option of the Boston Public Health Commission.

## **Proposal Submission Requirements**

The proposal must include the following, with no more than two (2) pages:

- Cover page that includes the company name and contact information. Include a list of individuals and contacts for this Proposal and how to communicate with them
- Include a business profile of how long company has been in business. Details on how the company can support the scope of work, how the company will support and provide services responsive to the scope of work including communication channels, staffing and equipment available, and

cleanup/disposal procedures.

- Include a safety management plan, and emergency plan
- Include details from the vendor requirement section
- A one-page cost sheet including
  - *BPHC will not be responsible for fuel costs*
- Excess cost (if any) per response for weekend/evening/holiday responses
  - Any additional expected costs for services/activities with details of those additional items
  - Possess an established successful track record of similar/comparable service provision including sufficient staffing, equipment, and knowledge.
- Demonstrate capability of complying with the documentation and communication requirements of the scope of work.

Proposal due via email by 5:00 PM EST on June 29, 2026, to: [RFR@bphc.org](mailto:RFR@bphc.org)

**Subject:** "Company Name" – Hazardous Waste Management and Disposal Services

**LATE SUBMISSIONS WILL NOT BE ACCEPTED**