



SOUTH CENTRAL HUMAN RESOURCE AGENCY

SOUTH CENTRAL HUMAN RESOURCE AGENCY (SCHRA) REQUEST FOR PROPOSALS (RFP) FOR DEAD LIVESTOCK REMOVAL AND DISPOSAL SERVICES

Issue Date: 6/30/2026

Proposal Due Date: 7/14/2026

Contract Term: 7/15/2026 through 6/30/2027

I. PURPOSE

South Central Human Resource Agency (SCHRA) is soliciting sealed proposals from qualified contractors to provide dead livestock removal, transportation, and disposal services for participating counties under the SCHRA Dead Livestock Removal Program. Participating counties include Bedford, Coffee, Franklin, Giles, Lawrence, Lincoln, Marshall, Maury, Moore, and Rutherford Counties.

SCHRA seeks a qualified vendor with the personnel, equipment, and experience necessary to safely, efficiently, and lawfully remove deceased livestock while complying with all applicable federal, state, and local laws and regulations.

II. BACKGROUND

SCHRA has assumed administrative responsibility for the Dead Livestock Removal Program to ensure continued service to livestock producers in the Agency's service area.

The program is intended to provide prompt removal of deceased livestock to:

- Protect public health;
- Reduce environmental hazards;
- Minimize attraction of predators and scavengers;
- Assist livestock producers with affordable carcass disposal.

III. SCOPE OF SERVICES

The contractor shall provide all labor, equipment, vehicles, fuel, supplies, personnel, permits, and supervision necessary to perform dead livestock removal services.

Services include, but are not limited to:

- Removal of deceased cattle, horses, swine, sheep, goats, and other approved livestock.
- Responding to service requests within required response times.
- Safe loading and transportation of carcasses.

- Disposal at approved landfill facilities or other SCHRA-approved disposal locations.
- Compliance with all applicable federal, state, and local laws, rules, ordinances, permits, disposal requirements, and environmental regulations related to the removal, transportation, handling, and disposal of deceased livestock.
- Maintaining clean equipment and sanitary work practices.
- Providing courteous customer service to producers.
- Completing all required documentation for each pickup.

IV. SERVICE REQUIREMENTS

The contractor shall:

- Operate Monday through Friday, with emergency services available as directed by SCHRA.
- Respond to routine service requests within **72 hours** of notification.
- Respond to emergency requests within **24 hours** when feasible.
- Maintain adequate staffing and equipment to prevent service interruptions.
- Coordinate directly with producers regarding pickup scheduling.

V. CONTRACTOR QUALIFICATIONS

Proposers shall demonstrate:

- Minimum one (1) year of experience performing dead livestock removal or similar services.
- Knowledge of livestock handling and carcass disposal regulations.
- Sufficient equipment to perform designated service area operations.
- Adequate staffing to meet response requirements.
- Experience performing work under government contracts is preferred.

VI. CONTRACT TRANSITION AND COMMENCEMENT OF SERVICES

The successful Contractor shall be fully prepared to assume responsibility for all required dead livestock removal services immediately upon execution of the contract.

The Contractor shall have all personnel, equipment, vehicles, permits, insurance, and operational resources in place to begin accepting service requests and performing pickups on the contract start date without interruption of service.

No transition period will be provided following contract execution unless specifically authorized in writing by SCHRA. The Contractor shall be responsible for ensuring a seamless transition of services and shall cooperate with SCHRA to prevent any disruption in service to participating producers.

Failure to commence services on the contract start date or to maintain adequate staffing and resources to perform the required services may be considered a material breach of the contract and may result in termination, assessment of damages as permitted by law, or award of the contract to another qualified vendor.

VII. EQUIPMENT REQUIREMENTS

The contractor shall provide:

- Trucks suitable for transporting deceased livestock.
- Loading equipment capable of safely handling large animals.
- Leak-proof transport equipment.
- Equipment maintained in safe operating condition.
- Communication equipment sufficient to receive service requests.

VIII. INSURANCE

The successful Contractor shall maintain insurance coverage acceptable to SCHRA, including Commercial General Liability, Automobile Liability, Workers' Compensation, and Employer's Liability. Minimum limits shall include Commercial General Liability of \$1,000,000 per occurrence / \$2,000,000 aggregate, Automobile Liability of \$1,000,000 combined single limit, Workers' Compensation as required by Tennessee law, and Employer's Liability of \$500,000 per accident/disease. SCHRA reserves the right to require additional coverage, including Pollution or Environmental Liability, based on the nature and scope of services.

Certificates of Insurance shall be provided prior to contract execution. SCHRA shall be named as an additional insured on the Commercial General Liability and Automobile Liability policies where applicable. The Contractor shall provide notice to SCHRA of any cancellation or material change in coverage.

IX. PRICING

The proposal shall include a firm fixed annual price for the full contract term. Proposers shall identify any proposed additional charges, including fuel surcharges, landfill or disposal fees, emergency response fees, or other costs.

All pricing shall remain firm for the contract period unless a change is approved in writing by SCHRA and is consistent with applicable procurement requirements. SCHRA may reject any proposal that does not clearly identify all costs.

X. REPORTING REQUIREMENTS

The contractor shall provide monthly reports including:

- Number of animals collected
- County of pickup
- Species removed
- Disposal location
- Response times
- Any service complaints

- Other information requested by SCHRA

XI. PROPOSAL CONTENT

Proposals shall include:

- Cover Letter
- Company Background
- Qualifications and Experience
- Staffing Plan
- Equipment List
- Response Time Plan
- References (minimum of three)
- Pricing Proposal
- Insurance Documentation
- Required Licenses and Certifications
- SCHRA Vendor Conflict of Interest
- SCHRA Standards of Conduct
- W9

XII. EVALUATION CRITERIA

SCHRA will evaluate proposals based on:

Criteria	Points
Experience and Qualifications	30
Response Capability	20
Equipment and Resources	20
Cost Proposal	20
References	10

Total Possible Points: **100**

SCHRA reserves the right to reject any or all proposals, waive minor informalities or irregularities, request written clarification of proposals when such clarification does not alter the proposal's price or substantive terms, cancel or reissue this solicitation, and award a contract in the best interest of SCHRA in accordance with applicable procurement requirements.

XIII. CONTRACT TERM

The initial contract shall be for a period ending June 30, 2027, with the option for annual renewals upon mutual agreement and continued funding.

XIV. FUNDING CONTINGENCY

The obligations of SCHRA under any resulting contract are contingent upon the continued availability of federal, state, county, grant, producer fee, or other program funding.

Any contract awarded under this RFP is contingent upon the availability of funding and continued county/program participation. If funding or participation is reduced, discontinued, or otherwise unavailable, SCHRA may terminate the contract in whole or in part by written notice, without penalty beyond payment for services properly performed and approved prior to termination.

SCHRA does not guarantee any minimum number of service requests, animals collected, or total compensation beyond services authorized, performed, and approved under the final contract.

XV. TERMINATION

SCHRA may terminate the contract:

- For cause;
- For convenience upon thirty (30) days' written notice;
- Immediately for failure to comply with applicable laws or contract requirements.

XVI. SUBMISSION OF PROPOSALS

Proposals may be submitted by sealed hard copy or by email. Email submissions must be sent to bjones@schra.us with the subject line "Dead Livestock Removal Proposal."

Hard copies should be sent to:

South Central Human Resource Agency
Attn: Beth Jones, Finance Director
1437 Winchester Hwy
Fayetteville, TN 37334

Proposals must be received no later than **July 14, 2026, at 4:30 p.m.** Central Time. Late proposals may not be considered.

XVII. QUESTIONS

Questions regarding this RFP shall be submitted in writing to:

Morgan Flowers
HR Director
South Central Human Resource Agency
Email: mflowers@schra.us
Phone: 931-433-7182 x1109

XVIII. RESERVATION OF RIGHTS

SCHRA reserves the right to:

SCHRA reserves the right to reject any or all proposals, waive minor informalities or irregularities, request written clarification of proposals when such clarification does not alter the proposal's price or substantive terms, cancel or reissue this solicitation, and award a contract in the best interest of SCHRA. SCHRA is not obligated to award a contract as a result of this RFP. Any award shall be subject to applicable procurement requirements, availability of funding, and final contract approval.

SCHRA is an Equal Opportunity Employer and encourages participation by all qualified businesses.