

**REQUEST FOR PROPOSALS**  
**BY THE BOROUGH OF WAYNESBORO**

The Borough of Waynesboro, Franklin County, is requesting written proposals to authorize a Third Party Property Securement Company to perform, on behalf of the Borough, the securement of residences or structures following a fire or weather related disaster, vandalism, vehicle impacts, break-ins, and/or forced entry by police department or emergency medical services.

The Borough intends to award contracts on January 15th, 2025, to responsive, responsible proposers that meet the qualification and experience requirements; have a certifiable track record of managing and operating a Property Securement Company; and submit proposals that are most advantageous to the Borough and its citizens as determined in the discretion of the Borough.

A complete proposal packet may be obtained from:

Borough of Waynesboro  
55 East Main Street  
Mailing address: P.O. Box 310  
Waynesboro, PA 17268  
(717) 762-2101  
(TDD users - PA Telecommunications Center: 7-1-1)  
OR VIA EMAIL - [melinda@waynesboropa.org](mailto:melinda@waynesboropa.org)

The proposal must be received in hand by the Borough no later than 2:00 p.m. on Monday, January 13<sup>th</sup>, 2025. Proposals may not be submitted electronically or by fax. All proposals must be in an envelope clearly marked "Proposal for Borough of Waynesboro", bearing the name of the proposer and "Third Party Property Securement Company".

The Borough reserves the rights to reject any or all proposals; to waive any defects, errors, omissions, irregularities or informalities in a proposal or the proposal procedure; and to accept any proposal which it may deem to be in the best interest of the Borough.

Jason B. Stains  
Borough Manager

AD TO RUN: December 26<sup>th</sup>, 2024  
January 2<sup>nd</sup>, 2025