

# BID SPECIFICATIONS FOR TRASH PICK UP

## VILLAGE OF DOYLESTOWN

24 South Portage Street  
Doylestown, OH 44230

The Village of Doylestown is accepting bids for **weekly trash removal** for approximately 1100 residences within the Village. This is to be an exclusive residential contract with the selected hauler.

The Village of Doylestown reserves the right to reject any and all bids. Please submit your bids as outline in attached specs to the Village of Doylestown Fiscal Officer's Office no later than 12:00 noon on the **6<sup>th</sup> day of February, 2019**. Please mark the outside of the envelope with the words "TRASH BID".

This in no way prevents the bidder from offering more or better service, but does prevent the bidder from offering less than or altering any of these specifications which would offer less service. Any bidder not meeting all of these minimum specifications will not be considered.

Commercial contracts for yard dumpsters are **not** part of this contract.

The following are minimum bid requirements:

### 1. Length of Service

The bidder/hauler must have been in service for no less than five years and serviced a population of not less than 1000 homes for the same period of time. The bidder/hauler shall be able to provide such proof if requested.

### 2. Performance Bond

The bidder/hauler must agree to post with the Village of Doylestown a performance bond of not less than fifty percent (50%) of one year of the total bid.

### 3. Insurance Against Loss

The bidder/hauler must be able to file with the Village Clerk, a copy of insurance in an amount of \$1,500,000 and one that fully protects the Village of Doylestown from total liability in the event that the hauler should cause such damage or liability.

**4. Must Participate in a Recycle Program**

The bidder/hauler must be involved with a recycle program in compliance with the Stark-Tuscarawas-Wayne Joint Solid Waste Management District or be willing to comply with the District prior to starting the contract. The bidder/hauler agrees to provide proof of such compliance. Bidder/hauler shall submit two bids for participation in a recycling program one for twice per month pickup of recycling materials using the Village owned bins and a second for weekly pickup of recycling materials using the Village owned bins.

**5. Years of Contract**

The bidder/hauler shall bid this contract for weekly pickup at a fixed rate for one year with a two year extension at the same rate as the first year with mutual agreement of both Village and bidder/hauler.

**6. Pickup Limits**

The bidder/hauler will base their bid on no less than four, forty gallon bags or containers that shall be picked up at the curbside of each residence.

**7. Village Government Pickup**

The bidder/hauler shall provide the necessary containers and pickup of local Village government trash at all Village owned property. The Village has provided the bidder/hauler with the location of said areas to be serviced in Attachment A. The bidder/hauler shall also be required to pick up trash containers owned by the village in the downtown Business District. These services are to be provided at no cost to the Village. In addition, bidder/hauler shall provide, at no cost to the Village, a commercial dumpster of a reasonable size for use during the Rogues' Hollow Festival.

**8. Inadequate Service**

If at any time the service of the bidder/hauler shall become inadequate, the Village shall give the bidder/hauler sixty days notice of this and shall also give notice that the performance bond is hereby forfeited. This money then shall be used to provide adequate service until such time as a new bid can be let and a hauler contracted.

**9. Low Volume Cost**

The bidder/hauler shall bid and provide a low volume tag or bag. This is for those residences that only put one forty gallon container or bag out per week or less. The

bidder/hauler will provide these tags or bags to the Village Hall for sale to the residents.

**10. Appliance/Large Item Pick up**

The bidder/hauler shall agree to pick up one large item a month at no additional charge to the resident. It is the responsibility of the Village Resident to remove any gas from appliances and have the proper marking before pick-up. The bidder/hauler may require notice of such item in advance but it must be noted in the bid.

**11. Starting Date**

The bidder/hauler shall agree to start this contract on the first day of April, 2019. It shall remain in effect for one year ending March 31, 2020 unless otherwise cancelled as set forth above. A two year extension at the same rate as the first year may be granted upon mutual agreement between the village and the bidder/hauler. Should the bidder/hauler be unable to fulfill this contract for any reason at anytime during this period, the Village will forfeit said performance bond so that service may be provided until such time as new bid and contract can be let.

**12. Village Clean up**

The bidder/hauler agrees to provide service for a large Village wide clean up twice per year. These dates will be designated by the Village each year and the bidder/hauler will be notified of these dates each year.

**13. Bid Bond**

The bidder/hauler shall submit their bids to the Village Fiscal Officer's Office along with a ten percent (10%) bid bond. This shall be held until all bids have been received and the contract awarded at which time the bid bonds of those not awarded contract shall be returned no less than five working days or as soon as the U.S. Mail can have them to said bidder/hauler.

**14. Billing Responsibility**

The bidder/hauler shall be responsible for billing and collection for service.

**15. Village Approval of Equipment and Trash Pickup Route**

Trucks and equipment must meet acceptable standards for the industry and be approved by the Village.

**16. Time of Day for Pickup/Day of Week/Length of Time for Pickup**

The bidder/hauler shall pick up trash between the hours of 8:00 a.m. and 5:00 p.m. All trash pickup is to be on Friday and completed in one day. This shall be the day for the duration of the contract unless this day is a holiday or there are equipment problems. In this event, the bidder/hauler may have an alternate day to pickup; the hours will remain the same.

**17. Statistics**

Bidder/hauler will be required to provide the Village with statistics regarding volumes hauled, bags used, customers serviced, and recycle statistics including tonnage and percentage of customers using the service 15 days after the end of each quarter.

**ALTERNATE**

**18. Commercial Removal**

The bidder/hauler shall provide dumpsters for commercial establishments who request and wish to be considered under this exclusive contract. The bidder/hauler shall provide a bid of monthly price for this service based on a once a week pickup.

**ALL BIDS MUST BE SUBMITTED ON THE ATTACHED FORM PROVIDED BY THE VILLAGE WITH THESE SPECIFICATIONS.**

# **ATTACHMENT A**

## **Village of Doylestown Trash Bid**

### **Two Yard Trash Containers:**

- 1 - 24 S Portage Street at Village Hall
- 1 - Street Department and Water Dept. on Clinton St in two different locations
- 1 - Chestnut Hill Cemetery
- 1 – Chippewa Township Fire Department on Gates St
- 1 – Sewer Plant at 135 Calaboone Drive

### **Four Yard Trash Containers:**

- 2 - Gene Daniel Community Center in the Village Park

### **Festival Container:**

For the festival a roll-off is required and requires one pull.

### **Downtown Trash Containers:**

There are approximately 16 trash cans in downtown Doylestown that must be emptied weekly during trash pick-up.

### **Recycling Container on wheels**

- 1 – 24 S. Portage Street at Village Hall

# TRASH BID FORM

## THE VILLAGE OF DOYLESTOWN

24 SOUTH PORTAGE STREET

DOYLESTOWN, OH 44230

330-658-2181

NAME OF COMPANY BIDDING: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

LENGTH OF TIME IN BUSINESS: \_\_\_\_\_

HAVE YOU DONE BUSINESS UNDER ANOTHER NAME?  YES  NO

IF "YES" PLEASE PROVIDE THE NAME, ADDRESS AND LOCATION OF THE OTHER COMPANY YOU OPERATED UNDER: \_\_\_\_\_

### REFERENCES

PLEASE PROVIDE THREE REFERENCES WHO HAVE DONE BUSINESS WITH YOU:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

### PROPOSED BID

COST PER MONTH PER RESIDENCE WITH TWICE PER MONTH RECYCLING: \$ \_\_\_\_\_

COST PER MONTH PER RESIDENCE WITH EVERY WEEK RECYCLING: \$ \_\_\_\_\_

COST PER BAG FOR LOW VOLUME USERS/SENIOR CITIZENS: \$ \_\_\_\_\_

COST PER MONTH FOR DUMPSTER: \$ \_\_\_\_\_

TOTAL ANNUAL PROPOSED BID: \$ \_\_\_\_\_

AMOUNT OF BID BOND PROVIDED WITH BID: \$ \_\_\_\_\_

(NAME/AGENCY AND ADDRESS OF INSURANCE COMPANY WHO INSURES YOUR COMPANY:

\_\_\_\_\_

DATE OF BID: \_\_\_\_\_ NAME OF PERSON MAKING BID: \_\_\_\_\_

**ALL BIDS MUST BE SUBMITTED ON THIS FORM**