



September 13, 2021

Ladies and Gentlemen:

Enclosed are specifications for sealed bids for the collection, removal and disposal of solid waste, recyclables, E-Waste and household hazardous waste in the Borough of East Pittsburgh

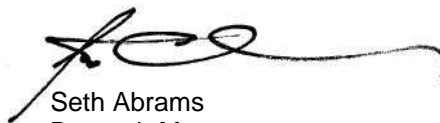
The bids will be opened, read and tabulated on Tuesday, October 5, 2021 at 11:00 a.m., with a possible award at the regular meeting of Borough Council on Tuesday, October, 19, 2021 at 7:00 p.m.

I have enclosed a copy of the bid packet. If you are interested in submitting a bid, please complete the enclosed bid forms and return them to the Borough Office no later than 11:00 a.m. on Tuesday, October 5, 2021. You must include a surety with your bid.

**PLEASE BE SURE TO PUT YOUR COMPANY NAME AND ADDRESS ON YOUR ENVELOPE AND CLEARLY MARK IT AS "SEALED BID FOR COLLECTION OF SOLID WASTE, RECYCLABLES, E-WASTE AND HHW".**

If you have any questions on the bid information, please contact me at 412-823-7124 or via email at [epabrams@eastpittsburghboro.com](mailto:epabrams@eastpittsburghboro.com)

Very truly yours,



Seth Abrams  
Borough Manager

Enclosures

BOROUGH OF EAST PITTSBURGH

REQUEST FOR BIDS

Collection, Removal and Disposal of  
Solid Waste, Recyclables, E-Waste and  
Household Hazardous Waste (HHW)

BOROUGH OF EAST PITTSBURGH

813 LINDEN AVENUE

EAST PITTSBURGH, PA 15112

412-823-7124

CONTACT PERSON:

Seth Abrams, Borough Manager (ext. 101)

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*(must be submitted with bid forms)	

**BOROUGH OF EAST PITTSBURGH  
COLLECTION, REMOVAL AND DISPOSAL OF SOLID WASTE, RECYCLABLES, E-  
WASTE, AND HOUSEHOLD HAZARDOUS WASTE (HHW) INSTRUCTIONS TO  
BIDDERS**

Borough ("Borough") invites all garbage and recycling Contractors that are capable of providing the necessary equipment, personnel, and services as described in the following specifications to bid this contract.

All Bids must be submitted on the bid forms provided by Borough. Bid forms may be obtained in the General Office of the Borough building weekdays between 8:30 a.m. and 4:00 p.m. or requested by phone or email.

Bids must be placed in a sealed envelope, identified with the bidder's name and address, and clearly marked on the outside of the envelope "SEALED BID FOR COLLECTION OF SOLID WASTE, RECYCLABLES, E-WASTE AND HHW". Bids should be delivered to Borough, Attention Borough Manager, at 813 Linden Avenue, East Pittsburgh, PA 15112 by 11:00 a.m. on Tuesday, October 5, 2021. No bid received after 11:00 a.m. on Tuesday, October 5, 2021, shall be accepted by the Borough and shall be returned unopened.

Addendums to the specifications shall be sent to all bidders that obtain a bid packet and register their company name, address, phone number, fax number, email address and contact person.

Each bid shall be signed and accompanied by a certified check, or bid bond, made payable to the order of The Borough of East Pittsburgh. The bid bond amount shall be calculated in the amount of 10% of the bid price x 12 months x 611 (households). The certified check or bid bond will be returned to the successful bidder upon signing of the contract and posting of the performance bond. The certified check or bid bond will be returned to all unsuccessful bidders within thirty (30) days after award of the contract.

A performance bond covering the contract as specified shall be furnished by the successful bidder to the order of The Borough of East Pittsburgh in the amount of one hundred percent (100%) of the bid price x 12 months x 611 units upon signing the contract.

It is understood by both the Borough and the bidder that all bids offered meet the specifications unless the bidder states otherwise, and it is further understood that the decision of the Borough Council, or their duly authorized representatives, as to the quality of the bids of any items will be final.

Council reserves the right to reject any and all bids or any portion of any bid for any reason whatsoever and to waive any technicalities.

All waste disposal sites must be a licensed site approved by either the Allegheny County Department of Health or the Pennsylvania Department of Environmental Protection or any landfill approved by another state or U.S. Department of Environmental Protection. Bidder must provide written proof of permission to dispose waste materials at such sites for the duration of the contract.

A pre-bid conference will be held at 10:00 a.m. on Tuesday, September 28, 2021, in the Borough building. Attendance at this meeting is recommended, but not required.

## SUPPLEMENTAL INFORMATION

Present number of households: 611, including apartments with 4 or fewer units and 17 units within larger buildings that cannot accept a dumpster

Day of current municipal pickup: Thursdays

Historic tonnage of solid waste: 2019: 1,178  
2020: 1,275  
2021: 726 (through 6/30/21)

Number of road/street/alley miles: Approx. 9.5 miles

Contractor will be responsible for collection from any and all additional homes which may be constructed on new or existing streets.

## ESTIMATED SERVICE CATEGORIES

<u>Type of Structure</u>	<u>Households</u>
Single family homes.....	449
Duplex units: 28.....	56
Three family units: 15.....	45
Four family units: 11.....	44
Five+ family units:3.....	17
Total.....	611

Structures currently vacant that could begin service during life of the contract: 36  
Expected additions in 1<sup>st</sup> year: 2

**BOROUGH OF EAST PITTSBURGH  
COLLECTION, REMOVAL AND DISPOSAL OF SOLID WASTE, RECYCLABLES, E-  
WASTE, AND HOUSEHOLD HAZARDOUS WASTE (HHW) SPECIFICATIONS**

These specifications shall be deemed to be incorporated into and be a part of the contract between the successful bidder (Contractor) and the Borough.

**1. TERM OF CONTRACT AND EXCLUSIVE RIGHT**

- a. The Contractor will be granted the exclusive right or franchise to collect and remove all solid waste and the items designated by the Borough of East Pittsburgh (Borough) to be recycled (recyclables), E-Waste and household hazardous waste (HHW) from all one-, two-, three- and 4-family dwelling units within the Borough for a three (3) year period, from January 1, 2022, through December 31, 2024.
- b. The contract may be extended for up to three (3) additional one-year periods, January 1, 2025, through December 31, 2025, January 1, 2026, through December 31, 2026, and January 1, 2027, through December 31, 2027, by mutual consent of the Borough and the Contractor, provided the agreement to extend is accomplished by August 1, 2024, August 1, 2025 and August 1, 2026 respectively.
- c. Contract award will be based on the lowest responsible bid submitted for all three base years, 2022 through 2024, and the additional other bid amounts and requirements as set forth within these specifications.
- d. Monthly charges for the option year time periods January 1, 2025, through December 31, 2025, January 1, 2026, through December 31, 2026, and January 1, 2027, through December 31, 2027, must be provided on the bid form at this time. In the event that the contract is extended, these monthly fees will be used.

**2. DEFINITIONS**

- a. Bags - Shall mean plastic sacks designed to store refuse with sufficient wall strength to maintain physical integrity when lifted by the top. Total weight of bag and its contents shall generally not exceed forty (40) pounds.
- b. Bulky Waste Items - Shall include such items as refrigerators (freon removed), stoves, washers, dryers, hot water tanks, chairs, tables, armoires, chests, headboards, couches, mattresses, hutches, and dressers, picnic table or bench (unattached), interior doors, garage door opener assembly, basketball backboard or pole (in sections of no more than 6' in length), swing sets (unassembled), 4 or more individually cut and tied bundles of carpeting each measuring no more than 4 feet in length, and meeting the weight requirements, and other items as agreed to by the parties. It shall not mean construction debris, hazardous waste or unstable matter with weights and volumes greater than those allowed for containers.
- c. Construction Waste - Shall mean lumber, roofing material, sheathing, rubble, broken concrete, plaster and brick, conduit, pipe, wire, insulation, and similar material which results from a construction, demolition, or remodeling process.
- d. Contractor - For the purposes of this agreement, the term Contractor is used interchangeably with hauler, collector, and successful bidder.
- e. Curbside Collection Pickup - Shall mean items placed at the curb or at a point not more than five (5) feet from the back of the curb and clearly visible to the Contractor. Items more than five (5) feet back from the curb are not included in the contract, nor are items within the five (5) foot area that are hidden or otherwise obstructed from view of the Contractor. In areas where there is no curb, this definition refers to the edge of the traveled public street or alleyway so long as its placement of items does not impede vehicular or pedestrian traffic or create hazards to vehicles or persons traveling in this area.

- f. E-Waste (electronic waste) -- Shall mean common electronic equipment found in a residential home, such as computers, CD players, printers, radios, wiring, but excluding certain TVs when designated as such by the EPA and PA DEP.
- g. Garbage - Shall mean all animal and vegetable waste (including offal, carcasses, fat, bone, and vegetable or animal refuse resulting from the storage, handling, preparation, and consumption of food), wastepaper, and containers (whether of metal, glass, earthenware, wood, paper, or plastic) for food, medicine, beverage, and household supplies, except those designated for recycling. "Garbage" must be set out by residents in "containers" or "bags" prior to 6:00 am on the day of their scheduled collection but no sooner than 5:00 pm the day prior to their scheduled collection.
- h. Glass Containers - Shall mean bottles and jars made of clear, green, and brown glass. For recycling purposes, it expressly excludes non-container glass, plate glass, blue glass and porcelain or ceramic products.
- i. Household Hazardous Waste (HHW)- Shall mean waste which is defined, characterized, or designated as hazardous by the United States Environmental Protection Agency or the Pennsylvania Department of Environmental Protection by, or pursuant to, Federal or State law. For purposes of this contract, the term "Hazardous Waste" shall include, but not be limited to, common household items containing potentially hazardous ingredients found in a residential home as listed in Exhibit I.
- j. Move Outs - Shall include collection of large quantities of bagged excess waste from clean-outs of attics, basements, and garages, etc., provided the waste meets the definition of acceptable waste. Construction Demolition Waste and Household Hazardous Waste will not be considered acceptable waste for Volume Pick-ups
- k. Recyclables - Shall include aluminum, steel, and bimetal cans; newsprint and bundles of magazines; unwanted mail; mixed office paper; paperboard; all plastic bottles (1 through 7); domestic corrugated cardboard; and any other materials per § 1501 of Act 101, and as amended from time to time. Bidder has the option to collect Glass Containers. The Borough reserves the right to add items to this list that are deemed to be economically feasible to recycle.
- l. Solid Waste -- Shall mean solid waste including all garbage, refuse, rubbish, and ashes, including, but not limited to, all table and kitchen offal and waste, containers, broken dishes and chinaware, together with all paper containers in which such materials may be wrapped, and yard waste. The term rubbish, refuse and ashes shall consist of any and all items normally found around the household, and shall include, but not be limited to, all items of furniture, all household appliances (with Freon removed and certificate attached), water heaters/softeners, furnaces, plumbing and lighting fixtures, ceiling fans and general household hardware and fixtures that are not being disposed of as part of a remodeling, construction, or demolition process. Carpet, rugs, and padding shall be collected only under the specified conditions in Bulk Waste Items. Grass can be placed in black trash bags and placed out at curbside for refuse collection.
- m. Trash Cans - Shall mean a receptacle with a capacity of greater than twenty (20) gallons but not greater than forty (40) gallons constructed of plastic, metal, or fiberglass, having handles of adequate strength for lifting and having a tight-fitting lid capable of preventing entrance into the container by vectors. The mouth of a container shall have a diameter greater than or equal to that of the base. The weight of a container and its contents shall generally not exceed forty (40) pounds.
- n. Unlimited Service -- Shall mean the contract is required to provide unlimited weekly residential refuse collection. The contract does not cover the removal of large volumes of household items when a resident moves out of their home. In such cases the Contractor will be required to remove the equivalent of 4 cubic yards of refuse at no cost.
- o. Yard Waste – Shall mean vegetative matter, including grass clippings that a bagged, bagged vegetation trimmings and tied bundles of .branches or shrubs that do not exceed four feet in length and 40 pounds in weight.

**3. ON-CALL "DOOR-TO-DOOR" E-WASTE AND HOUSHOLD HAZARDOUS WASTE (HHW) COLLECTION PROCESSING AND DISPOSAL**

- a. Contactor, either through its own equipment and personnel or through a qualified subcontractor, shall provide to the residents of Borough an on-call door-to-door E-Waste and Household Hazardous Waste ("HHW") collection, processing, and disposal service ("HHW Service") during the term of the Contract and any extension thereto. The purpose of the E-Waste/HHW Service is to provide a safe, convenient, efficient, and cost-effective method for residents to dispose of their E-Waste and Acceptable HHW Materials (as defined herein) that are otherwise difficult to dispose of and which are being stockpiled in residents' homes. The Contractor's E-Waste/HHW Service shall include the following mandatory components:
- i. The program must be offered to all residents on an on-call basis. For residents to schedule a collection date, a telephone number must be provided with live operators between the hours of 8:00 AM and 5:00 PM EST, Monday through Friday.
  - ii. Contractor must provide each resident via U.S. Mail at least seven days in advance of the scheduled collection date a containment device (box/bag). Each containment device should hold approximately 50-75 pounds of Acceptable HHW Materials. Residents may fill the box/bag, and also can place outside the box/bag large items such as straight fluorescent lamps, auto batteries and electronics.
  - iii. An instruction sheet must accompany the containment device with complete details about the HHW Service. Blank labels shall be included with the containment device for residents to identify unlabeled Acceptable HHW Materials. In addition, a pre-printed, postage pre-paid survey card must accompany the containment device, soliciting customer feedback on the HHW Service. The return address on the survey cards will be to Borough.
  - iv. Acceptable HHW must be collected from the resident's property and not from public property including the curb. Residents must be advised during the initial scheduling call on how to place their E-Waste and Acceptable HHW Materials for collection. Technical assistance shall be available for residents who request assistance.
  - v. Scheduling and collection priority shall be given to residents with disabilities or those who are moving in the immediate future.
  - vi. All Acceptable HHW Materials must be properly separated preceding transportation to avoid contact with incompatible substances, must be packaged properly by Contractor, and must be shipped to permitted facilities for recycling, treatment, or disposal (in that preferred order).
  - vii. Contractor must indemnify Borough for any action that may occur after Contractor has taken possession of the acceptable HHW Materials.
  - viii. Contractor shall assist Borough in developing a press release and/or advertising material to announce the HHW Service and will assist Borough in the planning of a public education campaign introducing the HHW Service.
  - ix. Contractor shall provide Borough quarterly and annual reports detailing all Acceptable HHW materials collected, number of homes collected from, pounds per home and other pertinent details as may be required.
  - x. The collection of E-Waste and HHW from businesses is excluded. Homes with commercial chemicals, containers of more than five gallons and home businesses may be excluded from the HHW Service.
  - xi. Contractor must demonstrate that it, and all proposed subcontractors, are registered hazardous waste transporters in good standing with the state, and have all necessary licenses, endorsements,



permits and training to safely and properly perform the HHW Service in compliance with applicable federal, state, and local statutes, laws, rules and regulations.

- b. Contactor's bid (proposal) must include the following information; failure to provide same shall render Contactor's bid (proposal) nonresponsive:
  - i. A narrative description of Contactor's proposed HHW Service offering, including the identification of any subcontractors that will perform any portion of the HHW Service, the identification of all recycling, treatment/processing, and disposal destinations for the acceptable HHW Materials collected from residents.
  - ii. An operations plan describing the manner in which a typical collection event from a resident's location will be scheduled and performed, and the manner in which the Acceptable HHW Materials will be recycled, treated/processed and/or disposed of by Contactor.

#### 4. EQUIPMENT

The Contractor shall furnish all the necessary equipment and all the necessary labor required to collect and remove solid waste and recyclables. The Contractor shall perform all services in a good, workmanlike and efficient manner, and all solid waste and recyclables shall be removed in watertight containers or trucks. No solid waste or recyclables shall be dumped or deposited within the boundaries of the Borough of East Pittsburgh. All trucks must have warning lights and all workers must wear reflective safety clothing. The Contractor must clean up any garbage, debris or liquids that falls from collection vehicles or is otherwise spilled during collection. Contractor must have a radio system, cell phone, or other system to communicate misses and problems from the Contractor's office to the garbage and/or recycling trucks while they are in the Borough.

The Contractor will provide a list of vehicles that will be utilized to collect refuse under this service agreement. The Borough, at its discretion, may inspect and approve said vehicles before the start of service. The Borough also reserves the right to inspect any of the Contractor's vehicles at any time throughout the contract period. The sole purpose of the inspection will be to insure that said vehicles do not leak oil, hydraulic or other petroleum products onto Borough roads. The Contractor agrees to accommodate the Borough's inspections. At the Borough's discretion, these inspections may be performed in the field or at the municipal garage.

At the start of this Contract, all vehicles used in collection shall be no more than ten (10) years old and in good operating order. If at any time throughout the term of this contract the Contractor's equipment reaches the ten-year age benchmark, the equipment must be replaced. All vehicles used for collection shall be registered with the Commonwealth of Pennsylvania, (or the equivalent agency if registered in another State) and shall be kept in a clean and sanitary condition and a state of good appearance and repair and shall be painted in a uniform manner. All vehicles that are used to perform the work must be in good operating condition (not leak any oil, hydraulic or petroleum products onto Borough streets). All collection equipment used under this Contract shall meet all applicable state and federal safety/operating requirements and Contractor shall obtain all required operating permits. All such vehicles shall be operated in conformity with the laws of the Commonwealth of Pennsylvania.

The Contractor must take into consideration in the selection of collection vehicles for this Contract that for alleyways the use of large capacity collection vehicles may be prohibitive. The Contractor is expected to provide vehicles to meet any conditions which may be encountered.

Collection vehicles shall be painted in Contractor's color or colors, the Recycling Vehicles must be clearly labeled so that they are distinguishable from those collecting waste. The vehicles shall be numbered, and shall have painted in a contrasting color, at least six inches high, on each side of each vehicle and on the rear of the vehicle, the number of the vehicle. No advertising shall be permitted other than the name and address of the Contractor. The Contractor shall place a customer service telephone number on all collection trucks. Collection vehicles shall be sufficient to service all structures at the frequency and level of collection specified. Collection vehicles shall be capable of handling, in the safest and efficient method available, the carts or containers and material specified for each structure on its route.

Trucks should be stored in such a manner that rain water, snow, and snow-melt do not enter the compactor. All drain plugs in the compactor body must be closed and secured at all times. In the event that leaks do develop, the Contractor agrees, as a condition of receiving this contract, to immediately remove the vehicle from operation until it is fixed. In the event the Contractor removes a vehicle, another similar vehicle must be immediately provided so as to not disrupt service to the residents of East Pittsburgh.

The Contractor has a due diligence requirement to ensure that no petroleum-based product or fluids created by the garbage in the compactor spills onto Borough roads. If the Contractor does not fulfill this due diligence or shows a wanton disregard of the due diligence, the Borough may terminate this service contract as set forth under Section 14.

## 5. PERMITS

- a. Prior to commencement of the contract, the Contractor shall provide evidence of possession of all necessary permits with the Environmental Protection Agency (EPA), the Commonwealth of Pennsylvania Department of Environmental Protection (DEP), Allegheny County Department of Health and any other necessary regulatory agencies.
- b. All solid waste shall be disposed of at a landfill permitted by either the Allegheny County Department of Health or by the Commonwealth of Pennsylvania Department of Environmental Protection (DEP) or permitted by a similar agency of another state of the Contractor's own choosing. The successful Contractor shall certify in writing that the Contractor has access to an approved licensed site that will accommodate refuse anticipated from the Borough for the life of the contract. The Contractor must identify an alternate waste disposal location in the event that the primary location cannot accommodate the garbage.
- c. The absence, revocation, or suspension of any of the above-mentioned permits will constitute a default of the contract that may result in termination of the contract.
- d. The Contractor shall transport the collected recyclable materials to a purchaser's site or point of disposal used for said recyclables approved by the Borough. The Contractor shall have the responsibility for the sale of such materials. No recyclable materials may be disposed of in a landfill or manner other than identified in this agreement, without the expressed written consent of the Borough. Contractor assumes all responsibility and liability for storage and disposal of the recyclable materials in the event that it is unable to sell the recyclable materials. (See Section 19, RECYCLING)

## 6. SERVICE

- a. Residential Service
  - i. Solid waste shall be removed from all dwelling units in the Borough once each week during the life of the contract; provided the resident places the solid waste material at the curb in their own containers which shall be refuse containers up to 40-gallon capacity or equivalent plastic bags. The Contractor is responsible to handle the container in a workmanlike manner
  - ii. Recyclable material - shall be removed from the central collection point within the Borough on a weekly basis. Recyclables must be placed in the recycling dumpster provided by the Contractor, as described herein.
  - iii. Unlimited Service -- Shall mean the contract is required to provide unlimited weekly residential refuse collection. The contract does not cover the removal of large volumes of household items when a resident moves out of their home. In such cases the Contractor will be required to remove the equivalent of 4 cubic yards of refuse at no cost.

The Contractor shall pick up both solid waste and recyclables on the same day. The amount of solid waste at the curb shall be unlimited except as noted below:

The Contractor is not required to pick up remodeling and construction materials over 2 cubic yards in quantity, paving material, cement, stones, sand, dirt, broken concrete, concrete wash tubs, automobile parts, paint (in liquid form), flammable liquids, metal 55-gallon drums, or metal grease drums. The Contractor may negotiate with the homeowner, for an additional charge, to remove the items outlined in this paragraph.

It is the responsibility of the Contractor to notify residents which items are not required to be picked up. Contractor shall provide some type of sticker or notice to be placed on garbage or recyclables, which cannot be taken by the Contractor. This sticker or notice must have prior approval by the Borough and state the reason why the material is being rejected.

b. **Municipal Facility Collection:** The successful Contractor will provide the following dumpsters (as specified) for garbage and recycling with free **WEEKLY** collection (unless otherwise specified) at the following sites:

i. **Municipal Building, 813 Linden Ave., East Pittsburgh, PA 15112**

- One (1) 4-yard garbage dumpster to be placed next to 809 Linden Ave, on Dynamo Way and must be properly marked "GARBAGE ONLY".

\*This site is expected to change in late 2022 to be at 506 Bessemer Ave.

ii. **Municipal Lot, 506/516 Bessemer Ave., East Pittsburgh, PA 15112**

- One (1) 8-yard garbage dumpster to be placed in a specific location in parking lot at 506 Bessemer Ave and must be properly marked "GARBAGE ONLY".

- Two (2) 6-yard recycling dumpsters to be placed in a specific location in the parking lot of 506 Bessemer Ave- must be properly marked "RECYCLING ONLY".

\*The size and location of all dumpsters and carts can be changed once per year at the discretion of the Borough.

c. The Contractor will provide up to three (3) 30-yard roll off box(es), on no more than three (3) occasions in a calendar year, at location(s) of the Borough's choice at a cost set forth under item #5 of the bid form and at no additional charge for the first 7 days.

d. **Fines and Penalties** - The Contractor will be assessed fines and penalties as follows for non-performance under this contract, regardless of reason. Additionally, if the Contractor does not fulfill any contractual responsibility, the Borough, at its own discretion, can take measures to remedy any situation created by the Contractor and invoice the Contractor for time and material costs.

The Contractor's service staff must maintain a professional demeanor when responding to citizen inquiries and complaints. Lack of professionalism, i.e., hanging up on a customer, talking to them in a demeaning or discourteous manner will result in a penalty

<u>Non-performance Activity</u>	<u>Fine &amp; Penalty per Occurrence</u>
i. Each violation of safety rule or procedure	\$100.00
ii. Incomplete collection of daily routes (when 5 or more homes on a given street or route are not collected)	\$250.00 plus \$ 10.00 for each household not collected

iii. Each missed customer (unless remedied by the end of the next business day)	\$ 10.00
iv. Garbage spills and broken glass that is not cleaned up (each occurrence will be considered a separate violation)	\$100.00
v. Garbage liquid/effluent spillage onto Borough streets	\$250.00
vi. Spillage of petroleum and/or related products onto Borough streets	Up to \$1,000.00 depending on severity
vii. Failing to properly tag and identify the reason why a resident's refuse/recyclables were not collected	\$ 10.00
viii Failing to empty any or all of the dumpsters listed in 7(2) of the specifications, including emptying dumpsters at Blueberry Hill Park on the specified days and at the specified times designated by the Borough	\$200.00
ix. Blocking a driveway or not returning empty cans where homeowner placed them originally.	\$ 10.00
xi. Failing to wear prescribed uniform or safety gear	\$100.00
xii. Discourteous service/unprofessional conduct	\$100.00
xiii Failing to provide required reports on a timely basis	\$100.00

The above penalties and fines will be assessed at the end of each business day in which the incident occurs or is discovered. The Borough will make a good faith effort to notify the Contractor of each incident, which may result in a fine or penalty. The Contractor has the right to arbitrate the fines levied by the Borough. The Contractor must request arbitration in writing, via certified mail, within 30 days of the completion of each calendar year. The party who requests arbitration will pay for all of the arbitrator's fees and costs.

e. Uniforms - The Contractor's employees must be properly dressed at all times. Proper dress includes a shirt, jersey, sweatshirt, jacket, or equal uniform that clearly identifies the refuse Contractor's company name. A visible arm patch with the Contractor's logo would satisfy this requirement. Additionally, each worker whose job it is to physically collect the refuse/recyclables must wear a safety vest or equivalent clothing at all times.

- f. Procedure for Refuse Rejection - In addition to the procedures established elsewhere in the specifications, anytime the Contractor wishes to reject a homeowner's refuse/recyclables as unacceptable, the Contractor must:
  - i. Compile a daily list of each resident whose garbage is not picked up. The Contractor must also provide a reason and justification for each non pick up. This list must be delivered by email or fax to the Borough before the start of the next business day.
  - ii. To protect the confidentiality of our residents, the Contractor is not permitted to open bags. The Contractor must transport any refuse that is considered questionable to the municipal building and the refuse will be opened by Borough staff who will determine if it is acceptable refuse.
- g. The Contractor must contact the municipal office building within one hour of encountering a blocked roadway that prevents the Contractor from providing collection service. The Contractor must provide the name of the roadway(s) and a description of the obstacles or situation limiting access to the road.

**7. LOCATION OF CONTAINERS**

- a. At the curb shall mean the side of any public road and shall also mean the within five (5) feet of the edge of the asphalt on an alley.
- b. Contractor must return garbage cans lids where they are originally placed by the homeowner.

**8. HOURS**

The collection and removal of solid waste shall be on Thursdays and shall be picked up between the hours of 6:00 a.m. and 6:00 p.m., excluding holiday weeks. For the term of this agreement, the Contractor agrees that collection will be accomplished during the week in which the holiday is observed. Collection may not be delayed by more than one day. The Contractor shall notify the Borough and residents, in writing, in advance of scheduled holiday(s) when no pick-up will occur and/or when there are any changes in pick up schedule due to such holiday(s).

**9. BONDS AND INSURANCE**

The successful bidder shall furnish bonds and insurance, and proof of annual renewal of bonds and insurance, to the Borough as follows:

- a. A performance bond in the amount of one hundred percent (100%) of the bid price x 12 months x 611 units to be renewed prior to the beginning of each year of the contract. The performance bond for the final year of the contract, if extended, shall be calculated in the same manner.
- b. Certificates of insurance covering Workmen's Compensation as required by law.
- c. Certificates of Public Liability policies which shall contain limits of liability for:
  - i. Bodily injury of \$500,000 each occurrence, \$1,000,000 aggregate.
  - ii. Property damage of \$1,000,000 each occurrence, \$3,000,000 aggregate, and provide for, but not limited to, the following coverages:
    - Comprehensive form
    - Premises and operations
    - Contractual liability (blanket and specific) Independent Contractors
  - iii. Automobile liability:
    - Comprehensive form
    - Owned automobiles
    - Hired automobiles
    - Non-owned automobiles
- d. Provide the Borough with limits of liability under a public liability policy of:
 

i. Bodily injury	\$1,000,000 per occurrence \$3,000,000 aggregate
ii. Property damage	\$1,000,000 per occurrence \$3,000,000 aggregate
iii. Excess umbrella liability	\$3,000,000 each occurrence

**10. LIABILITY**

It is distinctly understood and agreed that the Borough shall not be liable to the Contractor, their heirs, executors, or assigns or to any other person for any other services rendered under this contract, it being the intent and purpose of these specifications that the Contractor collect the amount due them from the resident, person, corporation, or firm serviced for any additional services provided outside of these specifications. It shall be understood and agreed that the Contractor shall in no way be construed to be the agent, servant, or employee of the Borough in the performance of his contract.

## 11. REPORTS

- a. A representative of the Contractor will report to or contact by telephone the Borough office at least one time per workweek to receive any complaints, problems with service or requests for service.
- b. No less than four times per year, the Contractor shall furnish to the Borough the number of tons of solid waste and recyclables removed, together with the number of dwelling units serviced. The Contractor shall also present, at the same time, a report on the recyclables market conditions. Failure to do so will result in a fine as specified in Section 6- Service.

## 12. NOTIFICATION

The Contractor shall collect solid waste from each street, in accordance with Exhibit II. The Contractor shall notify the Borough of the scheduled collection times and dates in advance of commencement of the contract. Contractor may propose an alternate collection schedule, subject to the approval of the Borough.

## 13. ARBITRATION

- a. Whenever any disputes arise between a homeowner and the Contractor, the Contractor shall be responsible to meet with Borough officials and the aggrieved party prior to arbitration. If the dispute is not settled, the Contractor may then proceed to arbitration.
- b. In the event of any dispute concerning any of the provisions of this contract, the dispute shall be submitted to a Board of Arbitration, consisting of one person selected by the Contractor, one person selected by the Borough and one other person selected by the first two appointees. Every effort shall be made to promptly resolve the dispute.

## 14. TERMINATION

- a. In the event the Contractor defaults in the performance of any of the covenants or agreements to be kept, done, or performed by the Contractor under the terms of this agreement, the Borough shall notify the Contractor in writing of the nature of such default. Within five (5) days following such notice, the Contractor shall correct the default.
- b. If the Contractor fails to correct the default as provided above, the Borough, without further notice, shall have all of the following rights and remedies which the Borough may exercise singly or in combination:
  - i. The right to declare that this agreement together with all rights granted to the Contractor hereunder are terminated, effective upon such date as the Borough shall designate.
  - ii. The right to rent or lease the equipment from Contractor for the purpose of collecting, transporting and processing garbage and recyclables which Contractor is obligated to collect, transport and process pursuant to this agreement, for a period not to exceed twelve (12) months; in the case of equipment not owned by the Contractor, Contractor shall assign to the Borough, to the extent Contractor is permitted to do so under the instrument pursuant to which Contractor possesses such equipment, the right to possess the equipment. Payment for expenses incurred by the Borough in so doing shall be collected from the Contractor or their bonding company.
  - iii. The right to license others to perform the services otherwise to be performed by Contractor hereunder, or to perform such services itself. Payment for expenses incurred by the Borough in so doing shall be collected from the Contractor or their

bonding company. Such operation with another collector shall not release the Contractor from their liability to the Borough for such breach of contract.

**15. INSOLVENCY OF CONTRACTOR -TERMINATION OF AGREEMENT**

Either the appointment of a receiver to take possession of all or substantially all of the assets of Contractor, or a general assignment by Contractor for the benefit of creditors, or any action taken by or suffered by Contractor under any insolvency or bankruptcy act shall constitute a breach of this agreement by Contractor and shall, at the option of the Borough, terminate this agreement.

**16. ASSIGNMENT AND SUBCONTRACTING**

The Contractor shall not assign this contract or subcontract the work to be done unless written approval from the Borough signed by officers authorized by the Council shall first have been received.

**17. OFFICE AND TELEPHONE FACILITIES**

The Contractor shall provide telephone numbers by which the officials of the Borough or any user of the service may communicate with the Contractor and shall have someone in constant daily attendance at said office between the hours of 8:00 a.m. and 5:00 p.m., except Saturdays, Sundays, and holidays. The Contractor must place the telephone number on all correspondence.

**18. BIDDERS**

The bidder shall be either an individual, a corporation, or a partnership. In the event that a bid is submitted by a partnership, one partner shall assume responsibility as a "General Partner" and any bonds submitted by the partnership shall pledge the full responsibility and liability of the "General Partner".

**19. RECYCLING**

- a. The cost of pick up and disposal of recyclable materials will be included in the Contractor's monthly charge. Such cost shall be disclosed to the Borough along with bid.
- b. The cost of any recycling fee included in monthly charges as permitted by Pennsylvania Act 101 of 1988 shall be identified to the Borough along with the bid.
- c. Contractor shall select site(s) for the sale and disposal of recyclable items subject to the approval of the Borough.

Contractor shall report to the Borough the weight of each of the recyclable items and their combined weight no less than fifteen (15) days after the end of each quarter beginning with the quarter ending March 31, 2022.

- d. Upon ninety (90) days written notice by the Borough or the Contractor, the Borough may change recyclable items, subject to negotiation of and mutual agreement of any change to the monthly bid price for solid waste/recyclables collection prompted by the Borough's desire to change recyclable items.
- e. Recyclables must be placed in the containers provided by the Contractor, as described herein.

**20. PUBLIC AWARENESS PROGRAM - CONTRACTOR'S RESPONSIBILITIES**

- a. Introductory Packet - Contractor will prepare an Introductory Packet of information regarding the collection of solid waste, recyclables, E-Waste and HHW. This information must be approved by the Borough. The Borough will assume responsibility for mailing the Introductory Packet to all residents and property owners under this contract. Information shall be provided to the Borough at least 45 days prior to commencement of the new contract.

- b. Yearly Notice to Residents - In each consecutive year of the contract, the Contractor will prepare a Yearly Notice to each residence and submit it to the Borough by December 15<sup>th</sup> of the current year of the contract. This information shall non-collection holidays and state if collection will be delayed by one day as a result, a list of acceptable solid waste and recycling materials and proper preparation, a list of acceptable E-Waste and HHW materials and the proper preparation, any changes in items accepted for recycling, etc. This information must be approved by the Borough.
- c. Contractor will assist in any other Borough public awareness efforts.

21. **INDEMNIFICATION**

The Contractor shall indemnify and hold harmless the Borough of East Pittsburgh from any loss that is a result of any action including, but not limited to, violations of any regulations of the Department of Environmental Protection, the Environmental Protection Agency, Allegheny County, or any other regulatory agencies.

22. **EQUIPMENT AND EXPERIENCE QUESTIONNAIRE**

Each bidder must complete and submit the attached questionnaire so that Borough can fully evaluate the bidder's qualification and experience to fulfill the work required under this bid.



## EXHIBIT I

### List of Common Household Hazardous Waste (HHW) Products

The following list shows common household items containing potentially hazardous ingredients that might be found in your garage, basement, or other storage space in your home.

#### Cleaning Products

- Oven cleaners
- Drain cleaners
- Wood and metal cleaners and polishes
- Toilet cleaners
- Tub, tile, shower cleaners
- Bleach (laundry)
- Pool chemicals

#### Automotive Products

- Motor oil
- Fuel additives
- Carburetor and fuel injection cleaners
- Air conditioning refrigerants
- Starter fluids
- Automotive batteries
- Transmission and brake fluid
- Antifreeze

#### Lawn and Garden Products

- Herbicides
- Insecticides
- Fungicides/wood preservatives

#### Other Flammable Products

- Kerosene
- Home heating oil
- Diesel fuel
- Gas/oil mix
- Lighter fluid

#### Pesticides

- Ant sprays and baits
- Cockroach sprays and baits
- Flea repellents and shampoos
- Bug sprays
- Houseplant insecticides
- Moth repellents
- Mouse and rat poisons and baits

#### Painting Supplies

- Adhesives and glues
- Furniture strippers
- Oil or enamel-based paint
- Stains and finishes
- Paint thinners and turpentine
- Paint strippers and removers
- Photographic chemicals
- Fixatives and other solvents

#### Miscellaneous

- Batteries
- Mercury thermostats or thermometers
- Fluorescent light bulbs
- Driveway sealer

## **EXHIBIT II**

### **WHEN AND WHERE GARBAGE WILL BE PICKED UP**

Trash be placed in the alley behind/beside the home except for the following locations which will place trash on the curb at the front or side of the home:

- Sycamore Street
- Ridge Avenue;
  - odd side of the street 401-575
  - even side of the street 400-412
- Grandview Avenue
- Bluff Street
- Cliff Street – even side of the street 300-310
- Maple Street – even side of the street 2-24
- Prospect Avenue
- Main Street – even side of the street 610-614

# EXHIBIT III

## SAMPLE AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the BOROUGH OF EAST PITTSBURGH, a municipal corporation maintaining its administrative offices at 813 Linden Avenue, East Pittsburgh, Allegheny County, Pennsylvania 15112, hereinafter referred to as "BOROUGH"

A

N

D

\_\_\_\_\_, a corporation with its business office located at \_\_\_\_\_, hereinafter referred to as "CONTRACTOR"

### WITNESSETH

WHEREAS, the BOROUGH has advertised for sealed bids for the collection, removal, and disposal of solid waste from the BOROUGH for the three-year period beginning January 1, 2022, and ending December 31, 2024, with the opportunity for a three separate one-year extensions by mutual consent of the parties; and

WHEREAS, at a meeting of BOROUGH Council held on \_\_\_\_\_, 20\_\_, BOROUGH Council did award the contract for the collection, removal, and disposal of such solid waste to CONTRACTOR; and

NOW, THEREFORE, in consideration of the promises and covenants hereinafter set forth by CONTRACTOR and in further consideration of the granting by the BOROUGH unto CONTRACTOR the exclusive right and privilege to collect, remove and dispose of solid waste as defined in the specifications from the BOROUGH, the parties hereto intending hereby to legally bind themselves and their respective successors and assigns do mutually covenant and agree as follows:

FIRST: That the contract documents shall consist of the following:

1. Advertisement for Bids;
2. Instructions to Bidders;
3. Specifications;
4. Bid Proposal (Bid Form);
5. Non-Collusion affidavit;
6. Allegheny County Health Department Permit; and
7. Landfill Disposal Agreement.

Copies of these documents are attached to this Agreement and marked as Exhibits 1 through 7 and are incorporated herein and made a part of this contract as if set forth in their entirety.

SECOND: That the BOROUGH does hereby give and grant unto CONTRACTOR the exclusive right and privilege to collect, remove and dispose of all solid waste and the items designated by the BOROUGH to be recycled (recyclable) from all designated family dwelling units within the BOROUGH for a period of three years beginning January 1, 2022, and ending December 31, 2024, in accordance with the terms hereof. This Agreement may be extended for a one-year period from January 1, 2025, through December 31, 2025, January 1, 2026, through December 31, 2026, and from January 1, 2027, through December 31, 2027, by mutual consent of the BOROUGH and CONTRACTOR, provided the Agreement to extend is exercised by August 1, 2024, August 1, 2025 and August 1, 2027, respectively.

THIRD: Both parties shall abide by all of the terms as stated in the specifications and the bid proposal which are attached hereto and incorporated herein as Exhibits 3 and 4.

FOURTH: That in addition to the requirements in the specifications and bid proposal, CONTRACTOR must provide a complete customer list including customer name, address, and type of service at the request of the BOROUGH at any time during the period of this Agreement.

FIFTH: Whenever any dispute arises between a homeowner and the CONTRACTOR or the CONTRACTOR and the BOROUGH, the CONTRACTOR will be responsible to meet with BOROUGH officials and any aggrieved party prior to the arbitration. If the dispute is not settled, the CONTRACTOR may then proceed to arbitration. The arbitration shall be governed under the rules of the American Arbitration Association.

In the event of any dispute concerning any of the provisions of this contract, the dispute shall be submitted to a Board of Arbitration, consisting of one person selected by the CONTRACTOR, one person selected by the BOROUGH and one other person selected by the first two appointees. Every effort shall be made to promptly resolve the dispute.

SIXTH: In the event that the CONTRACTOR defaults in the performance of any of the covenants or agreements to be kept, including the attached specifications, done, or performed by the CONTRACTOR under the terms of this agreement, the BOROUGH shall notify the CONTRACTOR in writing, by certified mail - return receipt requested, of the nature of such default. Within five days following the date of receipt of such notice, the CONTRACTOR shall correct the default.

If the CONTRACTOR fails to correct the default as provided above, the BOROUGH, without further notice, shall have all of the following rights and remedies which the BOROUGH may exercise or in combination:

1. The right to declare that this agreement together with all rights granted to the CONTRACTOR hereunder are terminated, effective upon such date as the BOROUGH shall designate.
2. The right to rent or lease the equipment from CONTRACTOR for the purpose of collecting, transporting, and processing garbage and recyclables which CONTRACTOR is obligated to collect, transport and process pursuant to this agreement, for a period not to exceed twelve (12) months; in the case of equipment not owned by the CONTRACTOR, CONTRACTOR shall assign to the BOROUGH, to the extent CONTRACTOR is permitted to do so under the instrument pursuant to which CONTRACTOR

possesses such equipment, the right to possess the equipment. Payment for expenses incurred by the BOROUGH in so doing shall be collected from the CONTRACTOR or their bonding company.

3. The right to license others to perform the services otherwise to be performed by CONTRACTOR hereunder, or to perform such services itself. Payment for expenses incurred by the BOROUGH in so doing shall be collected from the CONTRACTOR or his bonding company. Such operation with another collector shall not release the CONTRACTOR from his liability to the BOROUGH for such breach of contract.

SEVENTH: Either the appointment of a receiver to take possession of all or substantially all of the assets of CONTRACTOR, or a general assignment by CONTRACTOR for the benefit of creditors, or any action taken by or suffered by CONTRACTOR under any insolvency or bankruptcy act shall constitute a breach of this agreement by CONTRACTOR and shall, at the option of the BOROUGH, terminate this agreement.

EIGHTH: This contract, with the attached Exhibits, is the complete and exclusive agreement between CONTRACTOR and the BOROUGH and supersedes all other communications between parties. This agreement may not be modified orally.

IN WITNESS WHEREOF, the BOROUGH has caused this Agreement to be executed under the hand of Mary Carol Kennedy, President of Borough Council, duly attested by Seth Abrams, its Borough Manager, and its corporate seal affixed, and CONTRACTOR has caused these present to be executed under the hand of \_\_\_\_\_, its \_\_\_\_\_, duly attested by \_\_\_\_\_, its Manager, and its corporate seal affixed all as of the day and year first above written.

ATTEST:

BOROUGH OF EAST PITTSBURGH

\_\_\_\_\_  
Borough Manager

\_\_\_\_\_  
President, Borough Council

[SEAL]

ATTEST:

CONTRACTOR

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

[SEAL]

# EXHIBIT IV

## BOROUGH

### RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL AND RECYCLABLE MATERIAL COLLECTION AND DELIVERY

#### Equipment and Experience Questionnaire

The signatory of this bid guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years have you been in business as a Contractor under your present name? \_\_\_\_\_
2. How many years have you been a principal officer of a contracting firm under another name? \_\_\_\_\_
3. If your answer is "yes" to any of the following questions, please supply full details on a separate sheet.
  - a. Have you, under your present name or any other name used in the past, defaulted or been declared in default under any contract of this nature? \_\_\_\_\_
  - b. Have you failed at any time to complete a contract? \_\_\_\_\_
  - c. Have any of your partners, or any officers of your corporation failed to complete a contract? \_\_\_\_\_
  - d. Did your organization, or any member of it, when the lowest bidder on a municipal contract, withdraw said bid? \_\_\_\_\_
  - e. Have any liens of any kind been filed against any of your contracts? \_\_\_\_\_
  - f. Are there any unsatisfied judgments recorded against you, your partnership (or any member of it) or against your corporation? \_\_\_\_\_
4. What Municipalities has your organization contracted for within the past five years? (Note: Fill out each blank completely.)

Name of Owner & Location	Name & Address of Person in responsible charge as reference	Amount of Contract	Date of Completion

5. What equipment do you own that is available for proposed work? Please attach on a separate sheet of paper.

Quantity	Item	Age, Make, Description, Size & Capacity	Condition

6. What is the PADEP Permitted name and location of the landfill? \_\_\_\_\_

Are the facilities contracted for? \_\_\_\_\_

Present recycling center or centers you intend to use to service this contract: \_\_\_\_\_

7. Have your employees ever gone on strike? \_\_\_\_\_
8. When does the current labor contract expire? \_\_\_\_\_
9. If a corporation, please state the following:

- a. Date When organized \_\_\_\_\_
  - b. Under the laws of what State organized \_\_\_\_\_
  - c. What was the 2019 liquidity ratio for the corporation (current assets/current liabilities)? \_\_\_\_\_
  - d. Name of Officers: \_\_\_\_\_
- 

10. Give the name, address, and telephone number of the surety (bonding) company which agrees to furnish you with a performance bond as set forth in the advertisement and specifications for work

11. How many years experience does your firm (or the subcontractor who will be performing the work) have in administering an on-call E-Waste and HHW program? \_\_\_\_\_

The bidder shall provide either evidence of ownership, or evidence of non-cancelable agreement covering use of the disposal area for the life of the contract.

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**BOROUGH OF EAST PITTSBURGH OFFICIAL BID FORM SOLID WASTE, RECYCLING,  
E-WASTE AND HHW COLLECTION  
BID FORM**

**PRINT OR TYPE ALL INFORMATION ON THIS FORM, EXCEPT SIGNATURE**

We agree to collect any and all solid waste and recyclable materials from each household within the Borough and to dispose of such solid waste and recyclables as specified herein:

Residential garbage and refuse, unlimited quantity per household collected weekly at the curb and/or alley, transported to an approved landfill and disposed of at said landfill on a cost per unit basis including the total gate fee or tipping fee; taxes; surcharges; government charges; and inspection fees imposed.

**There will be no escalation in fees for any reason.**

Calendar year 2022 \$ _____	PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR
Calendar year 2023 \$ _____	PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR
Calendar year 2024 \$ _____	PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR
Calendar year 2025 \$ _____	YEAR FOUR (OPTION) PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR
Calendar year 2026 \$ _____	YEAR FIVE (OPTION) PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR
Calendar year 2027 \$ _____	YEAR SIX (OPTION) PER UNIT PER MONTH X 12 X 611 UNITS  \$ _____	PER YEAR

**MOVE-OUTS**

Under the contract, Contractor is required to provide unlimited weekly residential refuse collection service. The contract does not cover the removal of large volumes of household items when a resident moves out of his/her home. In such cases the Contractor will be required to remove the equivalent of 4 cubic yards of refuse at no cost. The Contractor may charge the individual residential unit for refuse beyond this amount.

The charge for each cubic yard of refuse, beyond 4 cubic yards, for a move out is \$\_\_\_\_\_

For the purpose of determining the lowest responsible bid, the Borough will include in the bid tally move outs for 10 residents at 4 cubic yards each.



**ON-CALL "DOOR-TO-DOOR" E-WASTE AND HOUSEHOLD HAZARDOUS WASTE (HHW)**

Each bidder must provide a cost for the collection of E-Waste and HHW. Indicate the additional monthly cost to the customer.

Calendar year 2022	\$ _____
Calendar year 2023	\$ _____
Calendar year 2024	\$ _____
Calendar year 2025 (Option Year)	\$ _____
Calendar year 2026 (Option Year)	\$ _____
Calendar year 2027 (Option Year)	\$ _____

(This amount will be added to your base bid and will be used in determining the successful low bidder.)

COMPANY NAME: \_\_\_\_\_

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

TELEPHONE NUMBER: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**BOROUGH OF EAST PITTSBURGH OFFICIAL BID FORM SOLID  
WASTE/RECYCLING COLLECTION**

**BID PRICE BREAKDOWN**

**2022 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

**2023 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

**2024 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

**2025 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

**2026 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

**2027 Annual COST CALCULATION**

Pick up and disposal of <b>SOLID WASTE</b>	\$ _____	
Pick up of <b>RECYCLABLE MATERIAL</b> and proper disposition thereof	\$ _____	
<b>E-WASTE &amp; HHW</b>	\$ _____	
<b>CLEANOUTS (10)</b>	\$ _____	
<b>TOTAL</b>		\$ _____

