

Mount Holly Springs Borough
Request for Proposal
Collection and disposal of solid waste and recycling

Instructions: All proposals shall be on forms furnished by the borough and placed in a sealed envelope marked with "Proposal for Waste/ Recycling Service" with the name and address of the bidder on the envelope. Please address the envelope to the attention of the Thomas Day, Borough Manager and send to 200 Harman Street, Mount Holly Springs, PA 17065. Proposals must be received at the above address by 4:00 p.m. on Monday, August 9, 2021. The submitted proposals will be open and read aloud by the council president at 7:00 p.m. on Monday August 9, 2021 the municipal building located at 200 Harman Street, Mount Holly Springs, PA 17065. All proposals shall be pursuant to the requirements and specifications on file at the borough office. Unless all proposals are rejected, the proposal will be awarded at the August 9, 2021 regular meeting of council at 7:00 p.m.

A bid bond of 10 percent of the proposal amount shall be required to be submitted with the proposal. The successful company will be required to post a performance bond in the amount of 30 percent of the contract price or a cash deposit equal to one-twelfth (1/12th) of the contract price as performance security.

Collection and proper disposal of solid waste and recyclable solid waste in accordance with Item #1 through Item #20 of the specifications for a period of three (3) year for the contract to begin January 1, 2022 through December 31, 2024. The collector will be responsible for suppling the trash totes for service pursuant to the notes in Items #17 and #18.

Total Price for 3-year contract: \$ _____

Company: _____ **Phone Number:** _____

Name of Company Contact/ Title: _____

Address of Company: _____

Signature: _____ **Date:** _____

Request for Proposal

The Borough of Mount Holly Springs is accepting proposals for solid waste and recycling collection and disposal within the borough. The purpose to be for contracting such services for a 3-year contract beginning January 1, 2022. Bid proposal forms may be obtained at the borough office at the address listed below or on the borough website (www.mhsboro.org).

All proposals shall be on forms furnished by the borough and placed in a sealed envelope marked with "Proposal for Waste/ Recycling Service" with the name and address of the bidder on the envelope. Please address the envelope to the attention of the Thomas Day, Borough Manager and send to 200 Harman Street, Mount Holly Springs, PA 17065. Proposals must be received at the above address by 4:00 p.m. on Monday, August 9, 2021. The submitted proposals will be open and read aloud by the council president at 7:00 p.m. on Monday, August 9, 2021 at the municipal building located at 200 Harman Street, Mount Holly Springs, PA 17065. All proposals shall be pursuant to the requirements and specifications on file at the borough office. Unless all proposals are rejected, the proposal will be awarded at the August 9, 2021 regular meeting of council at 7:00 p.m.

Borough council reserves the right to reject any and all bids submitted and waive defects in bids submitted. Please contact the borough office at 717-486-7613 with any questions.

Proposal Requirements and Specifications

Item #1: Collector to collect, remove, and dispose of solid waste and recyclable solid waste materials from all areas of the Borough of Mount Holly Springs for a period of three (3) years commencing on January 1, 2022 and ending on December 31, 2024.

Item #2: Collector to collect, remove, and properly dispose of such solid waste and recyclable solid waste materials on the basis of make one (1) collection per week. All solid waste and recyclable solid waste materials in the entire Borough of Mount Holly Springs shall be collected on the same day of the week, each week during the entire term of the contract.

Item #3: Borough of Mount Holly Springs agrees to pay the collector for performing services under this contract in the sum of the bid for the period set forth herein. Payments shall be made in equal monthly installments by check directly to the collector.

Item #4: Collector shall be responsible for the collection, removal, and disposal of solid waste and recyclable solid waste materials in a manner which shall not be objectionable to the Borough of Mount Holly Springs or contrary to federal, state, or local laws or regulations.

Item #5: Collector shall furnish three (3) dumpsters for the borough's use. Two (2) dumpsters shall be eight (8) yards in size and one (1) dumpster shall be two (2) yards in size. These dumpsters shall be placed at locations designated by the borough and emptied twice per week at a day and times set at the discretion of the collector.

Item #6: The collection shall be made for all residential family or household solid waste and recyclable solid waste. This shall also include business and commercial solid waste and recyclable solid waste by those who desire it and contract separately with the collector.

Item #7: The time and route for collection shall be agreed upon by the borough manager of the Borough of Mount Holly Springs and the collector within 45 days of the start of the contract.

Item #8: The collector agrees to furnish the Borough of Mount Holly Springs a performance bond, with corporate surety acceptable to council in the amount of 30 percent of the contract price, or as an alternative, a deposit with the borough in cash or other form of security acceptable to council in the amount equal to one-twelfth (1/12) of the total contract price of the execution of this contract or as otherwise provided by the specifications.

Item #9: Collector shall carry public liability insurance and indemnification coverage and said collector shall be considered an independent contractor with respect to the collection and removal of solid waste and recyclable solid waste, it being understood by collector that collector has undertaken to do and perform all matters described herein and collector, its subcontractors, agents, employees, and others. Collector and its successors agrees to indemnify, protect and save harmless said borough, its council members, officers, appointees,

and employees of, from and against any loss, damages, expenses, suits, claims, liability resulting from acts, whether negligent or otherwise. Collector shall provide evidence of public liability insurance coverage in the minimum amount of \$1,000,000.00 and shall provide proof of indemnification coverage.

Item #10: Collector shall provide workers' compensation insurance coverage according to state law and regulations and shall furnish the borough at the execution of this agreement and upon request of the borough, during the term of the contract, a certificate of coverage with respect to workers' compensation.

Item #11: Collector agrees to furnish to the Borough of Mount Holly Springs a bid bond in the amount of ten percent of the total of the bid submitted to borough council.

Item #12: Any change in the regular pick-up day because of a holiday will be advertised by collector with copies of the advertisement to be provided to the borough.

Item #13: Collector is responsible for the sorting of all recyclable solid waste and will provide the borough with monthly reports on tonnage by category designated by the borough. Those categories to correspond to state and federal report and grant application standards.

Item #14: The collector must use a disposal facility, or a resource recovery facility approved by the Cumberland County Solid Waste Authority.

Item #15: Collector shall furnish, at their own cost, all vehicle, machinery, equipment, and labor necessary for the proper performance of said collection, removal, and disposal of solid waste and recyclable solid waste.

Item #16: Collector will accept one (1) bulk item per customer each week during the customers regular service day. The collector shall be responsible for notifying, at the collector's cost, all customers about which items to be collected are acceptable and which are unacceptable.

Item #17: Collector will not be required to collect solid waste and recyclable waste unless the same is placed in wheeled totes that are supplied by the collector, one for solid waste and one for recyclable solid waste. The collector shall collect solid waste and recyclable solid waste at the rear of those lots where avenue collection is possible; otherwise, collection shall be at the curb in front of the respective residences, households, apartments, mobile homes, or participating businesses. Note: Tote for trash should be 95–96-gallons capacity; Tote for recyclables should be 32-35-gallons capacity.

Item #18: Each residence, household, apartment, or business shall be limited to a maximum of one (1) 95 to 96-gallon tote with wheels and a flip-top lid for solid waste and one (1) 32 to 35-gallon tote with wheels and a flip-top lid for recyclable solid waste.

Item #19: The contract is based upon the number of collections to be made to include the number of residences, households, apartments, mobile homes, or participating businesses, which is presently approximately 860 units. The collector will be compensated for collections in excess of 860 units at the dollar rate per month, per unit for each weekly collection in excess of what is produced by dividing the contract price specified in Item #3 of the agreement by 860 units. If the number of collections falls below 860 units, the borough reserves the right to have the billing amount adjusted at the same calculated rate as above.

Item #20: The following definitions shall apply:

Bulk Item- Shall include appliances, furniture, and other items as the collector shall specify. "Bulk Item" shall also include yard waste, leaf and tree trimmings that are secured in bags or tied in small bundles. It shall not include building materials, lumber, concrete, and bricks.

Solid Waste- Garbage, trash, and ashes excluding recyclable solid waste.

Recyclable Solid Waste- Newsprint, aluminum, glass (all colors), plastics, corrugated cardboard, and bimetal cans.