

REQUEST FOR PROPOSALS

**LOCKPORT TOWNSHIP
SUPERVISOR OFFICE**

1463 S Farrell Road
Lockport, Illinois 60441
815-838-0380

You are invited to submit a sealed proposal, subject to the terms and conditions of this Request for Proposals, to the Office of the Supervisor, Lockport Township, 1463 S. Farrell Road, Lockport, Illinois 60441, on the proposal opening date and time listed below.

PROJECT TITLE: REFUSE, RECYCLING, YARD MATERIAL COLLECTION AND DISPOSAL

RFP OPENING DATE AND TIME: WEDNESDAY, SEPTMEBER 12, 2018 AT 10 A.M.

RFP DEPOSIT REQUIREMENT: \$10,000 Bid Bond, Certified or Cashier's Check

QUESTIONS: Only accepted in writing and must be received by 11 A.M. on September 5, 2018
Please email questions to ron@lockporttownship.com

Prospective Proposer:

Enclosed are RFP documents which may be of interest to your company. Please note the date as to when these proposals will be opened. **THIS PROPOSAL DOCUMENT MUST BE RETURNED INTACT (THE SAME ORDER AS RECEIVED).** All proposals shall be submitted in a SEALED ENVELOPE, addressed to the Township Supervisor at the address listed above and include on the face of the envelope the name of the proposer and a statement that this is a SEALED PROPOSAL TO BE OPENED FOR THE CONTRACT CONSIDERED, AT THE DATE AND HOUR SET FORTH IN THE REQUEST FOR PROPOSAL.

Thank you for submitting a proposal.

TOWNSHIP SUPERVISOR:	Ron Alberico
TOWNSHIP CLERK:	Denise Mushro-Rumchak
TOWNSHIP ASSESSOR:	Debbi Mason
HIGHWAY COMMISSIONER:	John Cielenski
TOWNSHIP COLLECTOR:	Karen Johnson
TRUSTEES:	Gregg Bickus, Barb Boyce, Barb Delaney, Dean Morelli

REFUSE AND RECYCLING AD HOC COMMITTEE MEMBERS:
Ron Alberico, Carl Groth, DeLinda Herod, Marta Keane

TOWNSHIP ATTORNEY: Gary Mueller

DESCRIPTION: The Lockport Township is located in Will County and includes unincorporated areas of Lockport, Crest Hill, and Romeoville, approximately 25 miles southwest of downtown Chicago. The Township is 36.5 square miles in area and has an approximate population of 60,025. Many are incorporated. The proposed agreement service area is expected to cover most of the 4,097 unincorporated housing units.

GENERAL TERMS AND CONDITIONS AND INSTRUCTIONS TO PROPOSERS

By submitting a proposal, the proposer agrees to be bound by these terms and conditions. Proposers are expected to fully inform themselves of the conditions, requirements and specifications before submitting proposals.

1. **PROPOSAL FORMS:** Proposals shall be submitted on the forms provided or in an identical format typed by the proposer, properly signed in the appropriate places, and submitted in a sealed envelope. The envelope shall contain four identical copies.
2. **RFP DEPOSIT:** A RFP deposit is required and each proposal must be accompanied by either a bid bond signed by a surety company authorized to do business in Illinois, a cashier's check or a certified check (Personal or Company Checks are not allowed). The RFP deposit for this proposal shall be \$10,000. When the Contract is awarded, the Township Clerk will return all bid bonds except those of the apparent low proposer. The bid bond of the successful proposer will be returned upon the submission within ten (10) days of an executed performance bond.
3. **SUBMISSION OF PROPOSALS:** All proposals submitted must be received in an envelope by the Township Supervisor before the time specified for opening the proposal. The envelope must be clearly marked "SEALED PROPOSAL" -- WITH THE PROJECT TITLE, DATE AND TIME OF OPENING, written on the front of the envelope. The Township Supervisor, or a designated agent, will decide when the specified time for the proposal opening has arrived (as determined by the official clock on the wall in the Township office), and proposals will be opened precisely at the assigned time. Formal sealed proposals, amendments thereto, or requests for withdrawal of proposals after the time specified for the proposal opening will not be considered.
4. **ADDENDA:** Proposers shall acknowledge the receipt of any addenda issued by the Township on the proposal form and on the outside of the proposal package.
5. **NO RFP RESPONSE:** In the event you cannot submit a proposal, please return the Proposal with an explanation as to why you are unable to submit a proposal and mark it "NO PROPOSAL."
6. **QUESTIONS:** All questions concerning the RFP or the Contract Documents shall be submitted to the Township Refuse and Recycling Ad Hoc Committee via email to ron@lockporttownship.com. All questions will be answered in a written response to all proposers in the form of an *Addendum*. Whenever the answer to a question is contained in the proposal documents, the proposer shall be directed to the provision in the specifications which responds to the question. The Township will not be responsible for any other explanations of the specifications made prior to the receipt of the proposals.
7. **PROPOSALS BINDING FOR 120 DAYS:** Unless otherwise specified in the Request for Proposal or Contract Documents, all formal proposals submitted shall be binding for ninety (120) calendar days following date of opening.
8. **WITHDRAWAL OF PROPOSALS:** A written request for the withdrawal of a proposal will be granted if the request is received by the Township prior to the specified time of opening.
9. **CRITERIA FOR AWARDING CONTRACT:** This contract is subject to approval of a referendum on the November 6, 2018 ballot. If the referendum passes, this contract will be awarded to the proposer determined by the Township Supervisor and Trustees to be in the best interest of the Township. The Township reserves the right to reject any or all proposals or to waive any non-

conformity in proposals received whenever such rejection or waiver is in the best interest of the Township. The Township also reserves the right to reject the proposal of a proposer that has previously failed to satisfactorily perform a contract, has not completed contracts on time, or that the Township determines is not able to timely perform the contract in a satisfactory manner. In determining responsibility, the following qualifications are a sampling of what will be considered by the Township:

- (a) Price
 - (b) The ability, capacity, and skill of the proposer to perform the contract or provide the service required;
 - (c) Whether the proposer can perform the contract or provide service promptly, or within the time specified, without delay or interference;
 - (d) The character, integrity, reputation, judgement, experience and efficiency of the proposer;
 - (e) The quality of performance of previous contracts or services;
 - (f) The previous and existing compliance by the proposer with laws and ordinances relating to the contract or service;
 - (g) The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;
 - (h) The quality, availability, and adaptability of the supplies or contractual services to the particular use required; and
 - (i) The ability of the proposer to provide future maintenance and service for the use of the subject of the contract.
10. **NOTICE OF AWARD:** The Township will accept in writing one of the proposals, within ninety (120) days from the date of opening of proposals, or the time specified within the specifications, unless the awarded proposer extends the time of acceptance to the Township. Notice of Award will be mailed to the approved proposer within the time for acceptance specified in the Request for Proposal.
11. **AWARD OF ALL OR PART:** Unless otherwise specified by the Township, the Township reserves the right to make an award on all items, or on any of the items according to the best interests of the Township. Proposer may restrict its proposal to consideration in the aggregate by so stating, but must name a unit price on each item proposal upon. The Township reserves the right to accept or reject any proposal in which the proposer names a total price for all the articles without quoting a price on each and every item.
12. **ORGANIZATION AND AUTHORIZATION:** Companies submitting proposals must be properly organized under law and duly authorized to do business in the State of Illinois.
13. **PERFORMANCE BOND:** The Township reserves the right to require the successful proposer to supply a Performance Bond and a Labor and Materials Payment Bond issued by a surety authorized to do business in Illinois and having a current A.M. Best financial strength rating of not less than

“A-“. The bonds shall be filed within ten (10) calendar days of acceptance of the proposer's proposal by the Township. The bonds (renewed yearly) for this contract shall be 100% of the first three month's of the first year of the base contract price. The form of all bonds shall be subject to the approval of the Counsel of the Township.

14. **FAILURE TO FURNISH BOND:** In the event that the successful proposer fails to furnish a required bond within ten (10) calendar days after award, then the RFP deposit of the proposer may be retained by the Township. In addition, the Township reserves any other rights and claims it may have against the proposer under law or the Contract Documents.
15. **NET PRICES:** Proposal prices, unless otherwise specified in the Contract Documents, must be net, including transportation and handling charges fully prepaid by the contractor to the approved delivery point. No fuel or surcharge fees will be allowed at any time during the contract period.
16. **ERRORS IN PROPOSAL PRICES:** When an error is made in extending total prices, the unit proposal price will govern.
17. **GENERAL GUARANTY:** Contractor agrees to:
 - (a) Defend and indemnify the Township, and its officers and employees from and against any claim, cost, action or liability of any nature or kind for wrongful death, personal injury, property damage, anti-trust claim, the use of intellectual property, trade secret or patented or unpatented device.
 - (b) Protect the Township against patent and latent defects in materials or workmanship and to repair or replace any articles damaged or marred in transit or during delivery; and
 - (c) Pay for all permits, licenses, and fees and give all notices and to comply with all Federal, State and Local laws, ordinances and regulations.
18. **INSURANCE:** At the Contractor's/Subcontractor's expense, the Contractor/Subcontractor shall secure and maintain in effect throughout the duration of this contract, insurance of the following kinds and limits. The Contractor/Subcontractor shall furnish Certificates of Insurance to the Township before commencing performance or within ten (10) days after the execution of the contract, which ever date is reached first. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of not less than A VI, according to the latest edition of the A.M. Best Company; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Township. This provision shall also be stated on each Certificate of Insurance as "Should any of the above described policies be canceled before the expiration date, the issuing company will mail 15 days written notice to the certificate holder named to the left". If requested, the Contractor/Subcontractor will give the Township a copy of the insurance policies. The policies must be delivered to the Township within two weeks of the request.

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law.

- (a) **Comprehensive General Liability:**
 - i. Coverage to include Premise/Operations, Products/Completed Operations, Independent Contractors, Broad Form Property Damage, Contractual and Personal

Injury.

ii. **Limits:**

General Aggregate	\$2,000,000.00
Products/Completed Aggregate	\$1,000,000.00
Each Occurrence	\$2,000,000.00
Personal Injury	\$2,000,000.00

iii. Exclusions relating to the Explosion, Collapse and Underground hazards shall be deleted.

iv. Coverage is to be written on an "occurrence" basis.

v. Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

vi. Cover all claims arising out of the Contractor's operations or premises, Subcontractor's operations or premises, anyone directly or indirectly employed by the Contractor or Subcontractor, and the Contractor's obligations under indemnifications under this Contract.

(b) **Owners & Contractors Protection:**

i. **Bodily Injury**

Annual Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00

ii. **Property Damage:**

Annual Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00

(c) **Workers Compensation:**

Shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees at the site of the project, and in case work is sublet, the Contractor shall require each Subcontractor similarly to provide Workers Compensation Insurance. In case employees engaged in hazardous work under this contract at the site of the project are not protected under Workers Compensation statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(d) **Comprehensive Automobile Liability:**

i. Coverage to include all Owned, Hired, Non-owned vehicles, and/or trailers and other equipment required to be licensed.

ii. **Limits:**

Combined Single Limit	\$2,000,000.00
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(e) **Umbrella:**

- i. Limits:

Aggregate	\$5,000,000.00
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- ii. Cover all claims arising out of the Contractor's operations or premises, Subcontractor's operations or premises, anyone directly or indirectly employed by the Contractor or Subcontractor, and the Contractor's obligations under indemnifications under this Contract.

(f) **The Township, and its officers and employees, shall be named as additional insureds on all insurance policies.**

The Contractor understands and agrees that any bond or insurance required by this contract or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Township as herein provided. Contractor may procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in his own judgment may be necessary for his proper protection in the prosecution of the work.

19. **INDEMNIFICATION:** The Contractor shall defend and indemnify the Township, its officers, employees, and its agents from any and all claims, suits, actions, costs, and fees of every nature or description, including Workmen's Compensation claims, to property or injuries or to death of any person or arising from, growing out of, or connected with the performance of this Contract, or because of any act or omission, neglect, or misconduct of the Contractor, its employees and agents, or its subcontractor(s). Such indemnification shall not be limited by reason of the enumeration of any insurance coverage herein provided.

Nothing contained herein shall be construed as prohibiting the Township, its officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys, and experts, any claims, actions, or suits brought against them. The Contractor shall be liable for the costs, fees, and expense incurred in the defense of any such claims, actions, or suits.

20. **CERCLA INDEMNIFICATION:** The Contractor shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Township, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, *et seq.*, as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Contractor, both before and after its disposal.

21. **DEFAULT/TERMINATION:** The contract may be terminated for cause by the Township Supervisor in whole or in part by written notice of default issued to the Contractor. This notice may be delivered by first class mail or any other commercially reasonable method. The Contractor shall have seven (7) calendar days from the receipt of such notice to cure the default to the satisfaction of the Township Supervisor.

NON-PERFORMANCE; DEFAULT; BANKRUPTCY:

- a. The Contractor shall be in breach of this Agreement if it is in violation of any of the terms and conditions of this Agreement. Upon notice to the Contractor by the Township Supervisor of a breach of this Agreement, the Contractor shall cure the breach within twenty-four (24) hours of such notice, or within such additional time period determined to be reasonable at the sole discretion of the Township Supervisor. In the case of breach as a result of labor strikes, the Contractor shall cure any breach within three (3) days of such breach, or within such additional time period determined to be reasonable at the sole discretion of the Township Supervisor. In

the event of a material breach of this Agreement as provided in subsection b, the Township Supervisor, at his sole discretion, may declare a default under this Agreement.

- b. The Contractor shall be in material breach of this Agreement if it fails to collect or dispose of Refuse, Recyclables, or Landscape Waste in accordance with the schedule of service established by this Agreement for more than two (2) consecutive working days. For the purposes of this provision, the failure to collect or dispose need not be from the same location or area. Other material breaches include, but are not limited to, failure to dispose of materials properly, failure to maintain sufficient equipment and vehicles to perform the services hereunder, failure to respond to Complaints as required herein, failure to keep accounts or records required herein, a persistent and repeated failure to perform by the Contractor, whether such failure relates to an issue not specifically herein described as a “material” breach, and failure to comply with requests made by the Township Supervisor relative to the manner of performance under this Agreement so long as such requests are within the scope of the services herein.
- c. If the Contractor is declared in default under this Agreement, the defaulting Contractor shall be liable for cover damages, consequential damages, incidental damages and any other costs incurred by the Township fairly related to the default. The remedies stated herein are in addition to any other remedy provided in the Contract, by any performance or payment securities or under law. The Township may exercise any one or more of the following remedies:
 - 1) The Township may terminate this Agreement upon written notice to the Contractor. Upon any termination of this Agreement, the Contractor shall for a period requested by the Township, but not longer than six (6) months, continue to perform the services provided for herein. Compensation during that time shall continue as provided in this Agreement.
 - 2) The Township may seek liquidated damages if the Contractor fails to collect and dispose of Refuse, Recyclables or Landscape Waste as required under this Agreement and the missed collection is not rectified within 24 hours. Failure to make any collection shall be cause to deduct 120% of the current rate per collection as liquidated damages from any amounts due to the Contractor in addition to deduction of the regular collection rate.
 - 3) If the Contractor fails to provide any service required under this Agreement, even if such failure is caused by events or occurrences of a nature described as “force majeure”, the Township residents shall pay the Contractor only for services actually provided.
 - 4) The Township may seek and recover from the Contractor any unpaid amounts due the Township, all its substantiated costs for the failure of the Contractor to perform any obligation under this Agreement and all damages, including reasonable attorney’s fees whether based upon contract, negligence (including tort), warranty, delay or otherwise, arising out of the performance or nonperformance by the Contractor of its obligations under this Agreement, and whether incidental, consequential, indirect or punitive, resulting from the breach.
 - 5) The Township may call upon the surety to perform its obligations under performance bond or, in the alternative, after releasing the surety from its obligations under the performance bond or letter of credit, take over and perform the required services by its own devices, or may enter into a new contract for the required services, or any portion thereof, or may use such other methods as shall be required in the opinion of the Township for the performance of the required services.
 - 6) The Township shall have the right to exercise any right or remedy granted by state or federal law as it deems appropriate, including but not limited to any suit, action or special proceeding in equity or at law for

the specific performance of any covenant or agreement contained herein or for the enforcement of any proper legal or equitable remedy as the Township shall deem most effectual to protect the rights aforesaid, insofar as such may be authorized by law.

7) No remedy by the terms of this Agreement conferred upon, available or reserved to the Township is intended to be exclusive of any other remedy, but each and every such remedy shall be cumulative and shall be in addition to any other remedy available to the Township. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised from time to time and as often as may be deemed appropriate. No waiver of any breach or default shall extend to or shall affect any subsequent breach or default or impair any rights or remedies consequent thereto.

- d. In the event the Contractor voluntarily petitions for bankruptcy or is adjudged bankrupt or makes a general assignment for the benefit of his creditors or if a receiver is appointed on account of his insolvency, or in the event that any of the provisions of this contract are violated by the Contractor (or the Township reasonably believes such violation is likely), the Township may serve written notice upon the Contractor of the Township's intention to terminate such contract. Such notice shall contain the reasons for such intent to terminate the contract. Unless within five (5) days after the serving of such notice upon the Contractor such violation shall cease and arrangements satisfactory to the Township for correction be made, the contract shall, upon expiration of said five (5) days, cease and terminate with no further notice and with no obligation on the part of the Township to pay for services which have yet to be performed.

In the event of termination due to bankruptcy, in addition to the remedies set forth in subparagraph c), paragraphs 1-8 above, the Contractor shall pay to the Township, all costs over and above the contract price expended by the Township in the completion of the work and this obligation shall survive the termination of the contract. Such payment shall not preclude or waive the Township's entitlement to additional damages or be construed as an election of remedies.

- e. This Section shall survive the termination or expiration of this Agreement.

22. **FORCE MAJEURE:** Whenever a period of time is provided for in this Agreement for either the Township or the Contractor to do or perform any act or obligation, neither party shall be liable for any delays or inability to perform due to causes beyond the control of said party such as war, riot, fire, flood, storm, earthquake, tornado or any act of God, but not strike or lockout. Contractor must provide Township of Lockport with a plan in case of strike or lockout about how services will not be interrupted for the Township of Lockport. Provided, however, that said time period shall be extended for only the actual amount of time said party is so delayed and provided that notice of such event is provided to the other party in writing no later than three (3) days from the onset of such event.

23. **PAYMENT:** The Contractor shall bill property owners within Lockport Township on a quarterly basis by electronic or postal delivered paper invoices. The Township shall not be responsible for payment for any properties not owned by the Township. The list of properties and the known billing information shall be provided by the Township to the Contractor.

The Township shall receive a copy of the total units billed, payments received, list of specific properties that are over 90 days past due on a monthly or quarterly basis. The Contractor shall include the total tons of refuse, recycling, yard waste, and appliances collected with this report.

24. **PREVAILING WAGE ACT:** The Contractor, and its subcontractors, shall comply with the Prevailing Wage Act (820 ILCS 130/1 et seq.), as amended. The Contractor, and each subcontractor, shall keep, or cause to be kept, an accurate record showing the names and occupation of all laborers, workers and mechanics employed

by the Contractor or its subcontractors, in connection with the Work and showing the actual hourly wages paid to each such person. The submittal of an invoice or payment request to the Township shall constitute the Contractor's certification to the Township that all the wages paid for the work covered by the invoice or payment request have been paid in compliance with the Prevailing Wage Act. Upon the written request of the Township, the Contractor, and its subcontractors, shall provide a complete and accurate copy of the records establishing compliance with the Prevailing Wage Act and this paragraph.

25. **COMPLIANCE WITH ALL OTHER APPLICABLE LAWS:** The Contractor and its subcontractors shall comply with all other laws, ordinances and regulations.

26. **SEVERABILITY:** If any provision of this agreement is held invalid by a court of competent jurisdiction, such provision shall not affect any other provision of this agreement.

27. **AMENDMENTS:** No amendment to the agreement shall be effective unless accomplished by written agreement executed by each party to this contract.

28. **ASSIGNMENT:** The Contractor shall not assign this Contract or any part hereof without prior written consent of the Township. Even if provided written consent, an assignment of this Contract shall not contain a provision that the funds to be paid to the assignee under the assignment. Furthermore, an assignment shall not be subject to a prior lien for service rendered or materials supplied for the performance of the work called for in said Contract in favor of all persons, firms, or corporations rendering such services or supplying such materials.

**REQUEST FOR PROPOSAL
LOCKPORT TOWNSHIP
RESIDENTIAL REFUSE, RECYCLING, YARD MATERIAL COLLECTION AND DISPOSAL**

1. **OVERVIEW:** The Township seeks a Contractor who can provide the residential refuse collection and disposal, recycling collection and processing, yard material collection and composting and white good collection and processing services described at a reasonable cost in a clean, courteous and well executed manner with uninterrupted and continuous service.

SUMMARY of Scope of work:

- Three two-wheeled durable carts in different colors with educational graphic stickers designating specific use.
 - Unlimited refuse collection and disposal for residents.
 - Collection and disposal of large household items from residents.
 - Collection and disposal cost for limited amounts of construction materials.
 - Disaster services.
 - Unlimited recycling collection and processing for residents.
 - Collection and recycling of White Good items.
 - Unlimited landscape material collection and composting.
 - Leaf collection and composting.
 - Christmas tree collection and composting.
 - A dedicated contact person, webpage, phone support.
 - On-line payment option.
 - Limited Opt-out and Opt-in ability.
 - Communication and educational support before and after referendum.
 - Pricing must include a Senior Discount.
 - Five Year Commitment with option to renew.
2. **TERMS OF CONTRACT:** This contract shall become effective on the first day of May, 2019 (pending passage of the November 2018 referendum), and shall remain in full force and effect through the 30th day of April, 2024. There will be an option to renew for an additional three years, concluding on the 30th day of April 2027.
 3. **GENERAL DESCRIPTION:** In general, the work to be done consists of removing, hauling and disposing of all solid waste/refuse, to include household garbage, collecting and recycling all recyclable items, including white goods and collecting and composting all yard materials, leaves and Christmas trees utilizing approved Pollution Control Facilities and Recycling Processors.

4. **DEFINITIONS:**

BULK GOODS: The term "Bulk Goods" or "Large Household Items" shall mean any discarded and unwanted items which are too large or too heavy to fit into approved solid waste container normally utilized for household waste, including but not limited to, large household furnishings, including but not limited to tables, chairs, box springs, mattresses, hide-a-beds, bookcases, sofas, organs, pianos, and similar furniture.

CART: The term "Cart" refers to either a wheeled Solid Waste/Refuse container, Recycling container or yard material container.

CONTRACTOR: The term “Contractor” shall mean the successful proposer awarded this RFP by the elected officials of Lockport Township in accordance with the provisions and specifications as set forth herein and incorporated subsequently in duly executed contracts.

CURBSIDE: The term “Curbside” shall mean adjacent to the street pavement, alley pavement, gutter and within five (5) feet thereof.

REFUSE or GARBAGE: The terms “refuse”, “garbage”, “household waste”, and “solid waste” shall mean putrescible or non-putrescible discarded materials including garbage, rubbish, food, furniture, cold ashes, but not hazardous waste or banned electronic items. Additional, they include furniture, tables, chairs, beds and bed springs, or any other household items, except animal wastes used as fertilizer, including materials resulting from industrial, commercial and agricultural operations, and from community activities. It includes small amounts of homeowner-generated construction debris, such as lumber and dry wall, when bundled or placed in a container. Bundles are not to exceed 50 pounds and containers are not to exceed 35 gallons. Total amount is not to exceed five (5) 35-gallon containers each week. Arrangements for the collection of loose construction/demolition materials must be made independently by the property owner. Solid wastes do not include sod, earthen fill, boulders, rock and other materials normally handled in construction operations, roofing materials, fencing and fence posts, permanent pools, solids or dissolved materials in domestic sewage or other significant pollutants in water resources, such as silt, dissolved or suspended solids in industrial wastewater effluents, dissolved materials in irrigation return flows, or other common water pollutants, hot ash, and materials from floods, fires, or evictions.

HAZARDOUS WASTES (TOXIC WASTES): The term “Hazardous Wastes” shall have the meaning ascribed to it in the Illinois Environmental Protection Act, 415 ILCS 5/1 *et seq.* This RFP does not cover hazardous or toxic wastes. When such wastes are encountered, the Contractor will refer residents to Will County Resource Recovery and Energy Division (including the willcountygreen.com website).

MATERIALS PREPARATION CARD: The term “Material Preparation Card” shall mean a hard instructional card briefly describing the refuse, recycling and yard material programs, identifying materials to be recycled, providing instructions regarding preparation of materials and use of containers, and indicating the collection schedule denoting weekly service. Card to be included with carts at the time of their distribution to participants or at such other times as deemed necessary by the Township. Card is to be printed in both English and Spanish and a .pdf provided to the Township for posting on its website. Card information is to be approved by the Township and Will County Resource Recovery and Energy division.

OPT-OUT: The term "Opt-Out" shall mean the residents of the service area have the right to cancel their home from the selected service program with at least thirty (30) days written notice, provided to Contractor, prior to the effective date of the opt-out with proof of alternative acceptable service.

OPT-IN: The term “Opt-In” shall mean the residents of the service area have the right to join the service program upon at least thirty (30) days written notice, provided to Contractor, prior to the effective date of the opt-in.

POLLUTION CONTROL FACILITY: The term “Pollution Control Facility” shall mean any waste storage site, sanitary landfill, waste disposal site, waste transfer station, waste treatment facility, waste incinerator, recyclable material processing facility and landscape waste management facility. This includes sewers, sewage treatment plants, and any other facilities owned or operated by sanitary districts organized under the Metropolitan Water Reclamation District Act.

PROCESSING CENTER: Location which may be maintained or utilized by Contractor for the purpose of sorting and preparing recyclable materials (as defined herein) for sale.

PUBLIC INFORMATION PROGRAM: Program developed and provided by Contractor to inform and encourage residents (as defined herein) regarding the solid waste/refuse, recycling, and yard material services.

RECYCLABLE MATERIAL: The term “Recyclable Material” or “Recyclables” shall include the following items: aluminum and bi-metal beverage cans, steel (tin) cans, empty aerosol cans, empty and dried-out metal paint containers, all colors of glass containers, all types of used paper (including construction paper, and junk mail), shredded paper if it is in a closed paper bag only, all plastic containers coded #1, #2, #3, #4, #5 and #7, corrugated cardboard, chipboard, juice boxes, milk cartons, all types of softcover books (including magazines and phone books), Other items may be added or subtracted by mutual agreement.

RECYCLING CART: The term “Recycling Cart” shall mean a 64-gallon or 95/96-gallon wheeled receptacle made of rigid recycled plastic construction as provided by the Contractor to all units. Recycling Carts shall have recycling instructions on the lid of the cart (approved by the Township). Additionally, the instructions shall be in both English and Spanish.

RECYCLING COLLECTION SERVICES: Those services to be performed by Contractor as follows:

- i. The collection of recycling materials from all residential units receiving curbside refuse collection services under the terms of this RFP;
- ii. Processing of recyclable materials, which includes the sorting, preparation and transportation of recyclable materials for marketing either at the site of pickup or at the Processing Center;
- iii. Sale of the recyclable materials. The Contractor may retain the proceeds from said sales.

REDEFINITION: The Township, in consultation with Will County division of Resource Recovery and Energy, may, from time to time, redefine certain recyclable materials. The required recyclable materials and the manner in which they are collected and/or disposed of may be modified due to advances in technology, drastic market fluctuations or changes in Federal, State, or Local regulations.

RESIDENT: A resident of a single family, townhouse, duplex, condominium or co-op residential unit, or multi-family units (up to 4 units).

RESIDENTIAL BUILDING UNIT: The term “Residential Building Unit” shall mean any habitable room or rooms located within a dwelling and used as a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and eating.

SMALL BUSINESS: The term “Small Business” shall mean a building or buildings located on an individual premise which is zoned business and used for business purposes within the unincorporated area of Lockport Township that does not generate more than one (1) cubic yard of solid waste and/or refuse per week.

SOLID WASTE/REFUSE CART: The term “Refuse Cart” shall mean a 64-gallon or 96-gallon wheeled receptacle made of heavy duty plastic provided by the Contractor to all units.

SPECIAL PICK-UP or OPTIONAL SERVICE: The term "Special Pick Up" or "Optional Service" shall mean any service and/or collections that are not included in the selected service options but are available through the Contractor.

SUBCONTRACTOR: The term “Subcontractor” shall mean a person, firm, or corporation, other than the Contractor, supplying labor and/or materials on behalf of the Contractor, for work pursuant to a duly executed contract.

SURETY: The term “Surety” shall mean any person, firm, or corporation that has executed, as surety, the Contractor’s performance bond securing performance of the contract.

WHITE GOODS: Large electrical appliances used domestically such as refrigerators, freezers, dryers, dishwashers, stoves, washing machines, and dehumidifiers.

YARD AND/OR LANDSCAPE WASTE/MATERIAL: The terms “Yard Material”. “Yard Waste” or “Landscape Waste” shall mean grass or shrubbery cuttings, leaves, tree limbs, roots, stumps, and other materials accumulated as the result of the care of lawns, shrubbery, vines, and trees. It does not include sod, whole trees, trunks, root systems and waste from tree contractors.

5. **CONTRACTOR QUALIFICATIONS:** Contractor shall provide written documentation verifying they meet the following qualifications:

a) **MINIMUM EXPERIENCE:** The Contractor shall submit a minimum of two (2) governmental references for contracts of similar size and scope; include contract dates, value of contract and current contact information. Contractor shall also submit a list of all current municipal clients in Illinois with contract dates, rates, value of contract and current contact information. Contractor shall show evidence of adequate personnel and equipment to properly and satisfactorily discharge this Contract. Failure to supply this information in full may invalidate your proposal.

b) **ACCESS TO LANDFILL, RECYCLABLE MATERIAL PROCESSING FACILITY, LANDSCAPE WASTE MANAGEMENT FACILITY:**

The Contractor shall own, control, or have available for use throughout the Contract term permitted sanitary landfill sites, pollution control facilities or incinerators suitable for the disposal of all refuse collected under the terms of this Contract and shall stipulate the location, size, and expected length of service thereof.

The Contractor shall own, control, or have available for use throughout the Contract term one or more recyclable material processing facilities suitable for sorting or processing the recyclable materials collected under the terms of this Contract and shall stipulate to the location and size thereof.

The Contractor shall own, control, or have available for use throughout the Contract term landscape waste management facilities or pollution control facilities suitable for storing or processing the landscape waste collected under the terms of this Contract and shall stipulate to the location and size thereof.

Copies of each facility contract or letter of agreement for availability shall be provided no later than sixty (60) days prior to the start of each new contract year. The contract year shall be from May 1st to April 30th.

c) **ACCESS TO REFUSE, RECYCLING, AND LANDSCAPE WASTE TRANSFER STATIONS:** The Contractor shall own, control, or have available for use throughout the Contract term permitted Transfer Stations or pollution control facilities for Refuse, Recycling,

and Landscape Waste. Copies of a contract or letter of agreement for availability shall be provided no later than sixty (60) days prior to the start of each new contract year. The contract year shall be from May 1st to April 30th.

d) **ACCESS TO MAJOR APPLIANCE MANAGEMENT FACILITY:** The

Contractor shall own, control, or have available for use throughout the Contract term major appliance management facilities or pollution control facilities suitable for storing or processing the major appliances including the recovery of Freon collected under the terms of this Contract and shall stipulate to the location and size thereof. Copies of a contract or letter of agreement for availability shall be provided no later than sixty (60) days prior to the start of each new contract year. The contract year shall be from May 1st to April 30th.

e) **ADEQUATE ROLLING STOCK:** The Contractor shall have a sufficient number of enclosed leak-proof modern packer type trucks and open body trucks or dump trucks to provide the disposal services under the terms of this Contract.

6. **COLLECTION TIME:** The collection of household garbage, bulk materials, white goods (i.e. appliances), recyclables and landscape materials shall performed between 7:00 A.M. and 6:00 P.M. on a weekly, year-round basis.

7. **COLLECTION STANDARDS:** The Contractor shall be required to provide a tagging system for any solid waste/refuse, recycling or yard waste container that does not get collected. Each tag or label must provide a brief explanation as to why the material was not collected, including, but not limited to, overcapacity, container overweight, or unacceptable items. The Contractor's crews shall perform collection services with as little noise, disturbance, and disruption to the Township's residents as possible. The Contractor shall collect all properly prepared Refuse, Recycling and Landscape Material from the Curbside.

The Contractor shall return all empty Carts at each stop to the general location at which they were found. Empty Carts shall not be placed in the middle of driveways, in driveway aprons, or near the curb in a manner that will increase the likelihood that an empty Cart will block a sidewalk or fall or roll into the street. The Contractor shall handle all Carts with reasonable care to avoid damage and spills. Where collection crews break or spill any item of waste onto parkways, premises, curb-and-gutter, or streets, the crews shall immediately clean up the debris in a workmanlike manner. This would include any limbs broken off trees by the Contractor's vehicles. A broom and shovel shall be required as standard equipment on each vehicle. The Contractor shall not be responsible for collecting or cleaning up Refuse, Recyclables, or Landscape Waste that has blown, fallen, leaked or been scattered from bags, cans, bins, or other Carts through no fault of the Contractor. The Contractor must make all reasonable efforts to collect all Refuse, Recyclables and Landscape Waste, including but not limited to manually moving carts due to blockage by vehicles, and must notify the Township if they are not able to collect and must return at the earliest possible time to make the said collection.

a) **CARTS:** The Contractor to provide and deliver, at their own expense, three 95/96-gallon wheeled Carts to each Unit designated by the Township. The Carts will be identical except for color and imprint or graphic designating one as Refuse, another as Recycling and the third as Yard Material.

Within 60 days of the referendum passing, the Township will provide the Contractor with a list of unincorporated residential unit addresses that will be subject to this Contract. The Contractor will survey the property owners and current occupants to determine if they wish to substitute a 64-gallon cart for the 95/96 gallon-cart. Residents will have the following options all at the same standard price:

- 95/96 gallon carts: Refuse, Recycling, Yard Material Cart (default selection)
- 64 gallon carts: Refuse, Recycling, Yard Material Cart
- 95/96 gallon carts: Refuse, Recycling, 64-gallon Yard Material Cart
- 95/96 gallon carts: Refuse, Recycling, No Yard Material Cart
- 2 64 gallon carts: Refuse, Recycling, No Yard Material Cart

Based on the survey, the Contractor shall order the appropriate number of carts, with some to spare for possible changes. The carts will be delivered between April 1 and April 30, 2019.

The Carts become the property of the residents at the end of the five-year term of agreement. Should the carts require replacing due to the resident misuse or loss, the resident shall pay the Contractor \$35 for a new or used replacement cart. If the Contractor damages the cart, the Contractor is responsible for replacing it at no charge to the resident.

The Township shall have the final approval for all Cart colors and any artwork. All of this is to be at the cost of the Contractor with no cost of this being charged to the Township.

- b) **ADDITIONAL SOLID WASTES/REFUSE:** If citizens have additional solid waste/refuse that is not able to fit into the provided Solid Waste/Refuse Cart, it must be properly contained in cans or bags, and is not to exceed 35 gallons in size or 50 pounds in weight per can or bag. Large items that cannot be containerized shall also be collected by Contractor. Refuse which is not readily storable in refuse containers shall be collected by the Contractor if it is stacked neatly alongside of Solid Waste/Refuse Carts on regular refuse collection days. There shall be no limit to the number of receptacles which the resident may place at the curb to be collected, and the Contractor shall collect all that is placed out for collection, unless as otherwise specified in this contract.
- c) **BULK ITEMS/MATERIALS:** The Contractor shall provide collection services for items which are too large to fit into Carts. Examples shall include; discarded toys, crates, barrels, tables, chairs, mattresses, couches, etc.
- d) **WHITE GOODS:** The Contractor shall also provide collection services for all White Good items on a weekly basis. Examples shall include: refrigerators, dish washers, water heaters, washers, dryers, etc.
- e) **CONSTRUCTION MATERIAL:** The Contractor will pick up small amounts of construction material that are in proper containers, not to exceed 35 gallons, weighing less than 50 pounds or bundled into 4-foot bundles not exceeding 50 pounds each, and secured on both sides. The debris from small remodeling projects cannot exceed the equivalent of five (5) 35-gallon containers. Up to 5 rolls of carpet, not to exceed five feet in length. This material will be picked up at no additional charge to the customer.

In the event large amounts of construction materials are placed at the curb, which exceeds five (5) Solid Waste/Refuse Carts, the customer shall be responsible to arrange a special pick-up for the removal and disposal of those materials. The Contractor will provide the customer with a cost estimate if requested by the customer, and if the customer so elects, the Contractor shall provide said service. Residents are not required to use the Contractor for the removal of construction materials.

- f) **SMALL BUSINESS SERVICE:** Subject to the requirements of this specification, the Contractor will collect and remove from any Small Business within the service area that chooses to join the agreement, at least once weekly, garbage and refuse, and solid wastes as defined in this paragraph

that may be produced or exist upon such premises up to a total of one (1) cubic yard. More frequent collection than once each week and/or collection in excess of one (1) cubic yard from Small Businesses will be the responsibility of the owners and tenants of the premises. In order to receive this service, Small Businesses must register with the Lockport Township. That information will be provided to the Contractor. There is currently no list. Current Small Businesses receiving this service should not be terminated from receiving this service if they are not on the list but should be given a note by the Contractor stating that they have a grace period in which they can sign up. These costs are incidental to the contract and shall be included in the base unit price. The current Contractor believes there are approximately 100-150 Small Businesses that use this service.

8. **RECYCLING COLLECTION:** The collection will include the voluntary set-out, by residents of mixed household recyclable materials and shall be offered on a weekly year-round basis.

The Contractor shall allow recycling materials to be comingled (i.e. plastic, glass, metal and paper products mixed together). The Contractor shall provide preparation requirements for households participating in the recycling program including rinsing, removing labels, flattening, removing caps and lids if required. Also, weatherproof stickers should be affixed to the lids of all Recycling Carts by the Contractor with information about what is recyclable and proper placement of the Recycling Carts in English and in Spanish. This shall be done at no additional cost to the Lockport Township. Additional Recycling Carts may be purchased or leased from the Contractor by residents and those recyclable materials in additional Recycling Carts shall be picked up by the Contractor at no additional cost to the resident or to the Lockport Township. Further, if residents already have additional Recycling Carts Contractor must pick up those materials at no additional cost to the resident.

Refusal to Pick-Up: Contractor may refuse to make pick-up if a resident does not properly segregate recyclable materials from organic waste and other refuse and garbage. At the time of refusal to make the pick-up, Contractor will issue a notice to the resident which contains the instructions for the proper segregation of recyclable materials.

9. **YARD MATERIAL COLLECTION:** Landscape and/or Yard Material as defined, including but not limited to leaves, brush and Christmas Trees (free of decorations) shall be collected by the Contractor on the residential unit's regular garbage collection day in a separate container at no additional cost. In accordance with State Law, at no time will the Contractor mix yard materials with refuse or recyclables at the point of collection or point of transfer or point of disposal. Collection service shall be offered from the first full week of March through November 30.

Yard Waste Containers may be 95/96 gallon carts, 64 gallon carts, kraft paper bags or containers up to 35-gallons in size marked "YARD WASTE ONLY" clearly visible from the street. There is no limit on the number of bags or containers placed at the curb by a residential unit.

Brush and Tree Trimmings: The Contractor shall collect brush and tree trimmings as long as the materials are securely bound with string or twine in bundles more than four-feet in length nor weigh over fifty (50) pounds. No single piece within each bundle shall exceed three (3) inches in diameter. Each container or bundle must be able to be handled by one person with a maximum weight of 50 pounds.

Christmas Tree Collection: Natural Christmas Trees will be collected after Christmas until the end of January to be composted or chipped. The Contractor agrees to perform this service at no additional charge. All ornaments, lights, tinsel and other decoration with the exception of flocking must be removed by the resident prior to placing the tree at the curb. If the Tree is at the curb with tinsel and/or other artificial decorations, the tree shall be collected for disposal.

10. **OTHER REQUIREMENTS:**

a) **PUBLIC INFORMATION PROGRAM:** Contractor shall develop and implement a Public Information Program. Contractor agrees that it is responsible for the costs of the education materials and for their distribution.

The Contractor shall not utilize the Township's mailing list for any other purpose and shall not sell that list to any third parties. This Public Awareness Program shall include, but not be limited to, the publication and distribution, to all collection units, of printed material, including the materials preparation card as herein defined, which properly informs residents about the refuse, recycling and yard material programs and other pertinent information. Such material shall be provided to all collection units within thirty (30) days prior to the implementation of this contract. Such information, in the form of mailers shall be provided to all collection units at least yearly thereafter during the contract period. These materials must be approved by the Township in consultation with Will County Resource Recovery and Energy division prior to publication. Contractor is responsible for all costs associated with these mailers, including design, editing, printing and mailing (postage). Additionally, these mailers must be distributed in English. These will need to be mailed, at the Contractor's expense, to all units that receive collection services. A Spanish version must also be done with copies given to the Township for distribution. The Spanish version does not need to be mailed out.

Additionally, the Township will need to give the final approval for both the English and Spanish version and electronic copies in .pdf format that need to be provided to the Township for posting on its website. The Contractor should note if it can provide any other informational services above and beyond what is required.

b) **MISSED PICK-UPS:** In the case of a missed pick up reported by a resident, the Contractor shall collect refuse, recyclables, and/or yard waste from such resident within twenty-four (24) hours of notification, except as otherwise provided. If a customer is missed on Friday, the Contractor must arrange for a Saturday pick up. Vendor must staff the phone number that is provided for citizens until at least 6 p.m. on Friday evenings so that missed Friday pickups can be taken care of on Saturdays and waste does not sit at the curb all weekend.

c) **EVICCTIONS:** The Contractor is not required to collect solid waste, whether at the curbside, alley, or other location, which is set out as a result of an eviction. Property owners must arrange for such collection at their own expense, and not incidental to this contract. The Contractor should notify Township in the case of a missed pickup due to eviction.

d) **FIRE/FLOOD:** The collection of solid waste placed at the curb or alleyway as a result of a major fire or a community wide flood, or other natural disaster is not provided for by this Contract. The cost for such service shall be paid by the owner of the property.

11. **COLLECTION UNITS:** The Contractor is to prepare their proposals on the basis of there being approximately 4,097 units at the beginning of the term of the contract in 2019 (unit count does not include two unincorporated areas that already have full service group agreements. A final determination of the actual number of collection units will be made by the Township prior to commencement of work.

12. **MONTHLY REPORTING:** The Contractor shall collect and maintain accurate data, records, and receipts and shall prepare and submit to the Township, no later than the 10th day of the following month, a report that shall include the following:

Total number of residential units

Total number of small business units
Total weight in tons of refuse, recyclables, landscape material
Locations refuse, recyclables and landscape material were delivered.
Total number of appliances taken and the location they were delivered.
List of complaints, missed collections, resolutions.
List of Opt-In or Opt Out requests.
List of Senior Discount Requests.

13. **COMPENSATION**: The Contractor shall invoice the property owner monthly or quarterly.
14. **HOLIDAYS**: The following holidays may be observed by the Contractor – New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
- No pickup service will be rendered on these holidays. When a legal holiday falls on a collection weekday the Contractor shall collect the solid waste/refuse, recycling, and yard waste from the units normally picked up on the day of such holiday on the following day and the normal collection schedule for the rest of the week shall be one (1) day late. The Contractor shall return to the designated schedule within one week. When the schedule changes due to a holiday, or other reason, the Contractor shall issue Public Service Announcements to radio station WJOL, JCTV Channel 6, The Herald News, Lockport Times Weekly.
15. **VEHICLE REQUIREMENTS**: All vehicles are to be washed weekly, completely enclosed and leak-proof with the company logo, phone number and website clearly visible. The vehicles should have an operator’s number and be in good working order. Oil or other leaks are the sole responsibility of the Contractor and must be cleaned up quickly. All drivers and vehicles are expected to work to OSHA standards.
16. **CONTRACTOR’S ACCIDENT PREVENTION AND NOTIFICATION**: The Contractor shall comply with the safety provisions of all applicable laws, regulations and building codes, including, without limitation, the installation and maintenance of safeguards on machinery and equipment, the elimination of hazards, and worker safety training. The Contractor shall exercise precaution at all times to protect the safety of persons and property. The Contractor shall immediately notify the Township of any accident of any kind which involves the general public or private or public property which occurs during the performance of this Agreement. Upon the Township’s request, the Contractor shall provide the Township with a written report including the details of any such accident.
17. **DAMAGE TO PROPERTY**: The Contractor shall take all necessary precautions to protect public and private property during the performance of this Agreement. Except for reasonable wear and tear, the Contractor shall, at its sole cost, repair or replace Carts that are damaged by the Contractor. The Contractor shall, at its sole cost, promptly repair or replace any private or public property, including, but not limited to sod and mailboxes, which was damaged by the Contractor. If the Contractor fails to repair or replace damaged property within ten (10) business days, the Township may repair or replace such damaged property and deduct its costs from the monthly invoice due to the Contractor.
18. **INDEPENDENT CONTRACTOR**: The Contractor is, and shall remain for all purposes related to this Agreement, an independent contractor, and its officers, employees, agents, or consultants shall not be deemed employees of the Township, nor shall they be entitled to any separate payment of salary, wages, or any employee benefits available to employees of the Township. The Contractor shall be solely responsible for any salaries, wages, benefits, fees or other compensation and worker’s compensation which it may obligate itself to pay to any of its employees or consultants.

SUMMARY OF DOCUMENTS TO BE SUBMITTED WITH PROPOSAL:

- A minimum of two (2) governmental references for contracts of similar size and scope; include contract dates, value of contract and current contact information. Contractor shall also submit a list of all current municipal clients in Illinois, Indiana and Wisconsin with contract dates, rates, value of contract and current contact information.
- Evidence of adequate personnel and equipment to properly and satisfactorily discharge this Contract.
- Proof of access to landfill, Recyclable material processing facility, landscape waste management facility, refuse, recycling and landscape waste transfer stations, and major appliance management facility.
- Proof of adequate rolling stock; a sufficient number of enclosed leak-proof modern packer type trucks and open body trucks or dump trucks to provide the disposal services under the terms of this Contract.
- Proposal Pricing Schedule for five-year program.
- Bid Bond \$10,000

**LOCKPORT TOWNSHIP – SUPERVISOR OFFICE
1463 S. FARRELL ROAD, LOCKPORT, ILLINOIS 60441**

**REFUSE, RECYCLING, YARD MATERIAL COLLECTION AND DISPOSAL
PROPOSAL FORM**

OPENING DATE: Wednesday, September 12, 2018 OPENING TIME: 10:00 A.M.

The undersigned proposer, having examined the specifications, addendums, and other documents, hereby agrees to supply services and materials as per the attached specifications in accordance with the proposal documents attached for and in consideration of the proposed prices. The proposer shall also include with his/her proposal, a signed copy of the enclosed affidavit, as well as references of other companies/municipalities for whom you are currently providing this same service as required in this Request for Proposal.

The undersigned acknowledges receipt of Addenda Nos _____ (all addendums are also to be acknowledged on the outside of the proposal package)

COMPANY/CONTRACTOR NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

SIGNATURE OF AUTHORIZED SIGNER:

PRINTED NAME AND TITLE OF AUTHORIZED SIGNER:

PHONE NUMBER OF CONTACT: _____

EMAIL FOR CONTACT: _____

DATE: _____

Company name _____ Initials of Authorized Signer _____

**REFUSE, RECYCLING, YARD MATERIAL COLLECTION AND DISPOSAL
PROPOSAL FORM**

OPENING DATE: Wednesday, September 12, 2018 OPENING TIME: 10:00 A.M.

PROPOSAL SCHEDULE FOR FIVE-YEAR PROGRAM (continued)

ITEM NO.	ITEMS	YEAR	POSSIBLE UNITS	UNIT PRICES DOLLARS CENTS PER MONTH	ANNUAL TOTAL AMOUNT DOLLARS CENTS
a.	First Year Proposal	2019	4,097		
b.	Second Year Proposal	2020	4,097		
c.	Third Year Proposal	2021	4,097		
d.	Fourth Year Proposal	2022	4,097		
e.	Fifth Year Proposal	2023	4,097		
Total Base Proposal for all Five Years (Set Price for three 95/96 gallon carts or combo of requested by resident)					

ITEMS	YEAR	UNIT PRICES DOLLARS CENTS PER MONTH
Senior Discount	2019	
	2020	
	2021	
	2022	
	2023	