

## Quote032910

### Curbside Collection & Disposal of Bulky Waste Items

The City of Haverhill Department of Public Works (DPW) is seeking quotations from qualified and experienced firms for once a week curbside collection and disposal of bulky waste items. Bulky waste includes such items as mattresses, sofas, couches and other large furniture.

#### **Background**

Currently, household solid waste and bulky waste items from approximately 21,000 households is collected on a weekly basis by Capitol Waste, Inc., the City's solid waste and recycling curbside collection vendor. Additionally, the Tuesday and Wednesday refuse routes are offered curbside single stream recycling. The City of Haverhill is moving towards city wide curbside single stream recycling and plans to have it fully implemented by the summer of 2010. To facilitate this, Capitol Waste will no longer pickup bulky waste items along with resident's normal refuse. Instead, the City would like to move towards a subscription type of bulky waste collection. Residents who have bulky waste items would contact the selected refuse hauler(s) and request that their bulky waste item(s) be collected. A fee would be charged by the successful bidder (s) to the resident for this service.

In an effort to contain collection costs, the selected vendor(s) would accumulate all the collection requests and pick up these items on a weekly basis. The collection day shall be determined by the DPW in conjunction with the selected bidder (s). The successful bidder (s) would be responsible for collection and proper disposal at a MassDEP or NHDES permitted disposal facility and would be responsible for all disposal costs associated with this collection program. Construction debris such as waste building materials resulting from construction, remodeling, repair, or demolition operations would not be part of the bulky waste collection program. Also, these items will not be eligible for bulky waste collection: carpets, doors, cabinets, sinks, rocks, dirt, concrete, vehicle parts, glass and hazardous materials.

In addition, the City will request the collection of illegally dumped bulky waste items. This would be handled on a once per week basis, on the same day as the regular bulky waste collection. *The City estimates 50 – 75 occurrences of illegally dumped bulky items annually.*

#### **Statement of Work:**

The successful bidder (s) shall handle all administrative tasks associated with this program to include:

1. Receiving telephone and email collection requests from residents; and
2. Collection and processing of payments; and
3. Scheduling of weekly pickups; and
4. Providing the DPW with a monthly report in electronic format of collection activity, e.g. tonnage collected number of collection requests, etc.

#### **Submission of Quotes**

1. Bidders shall use the Quote Sheet (Appendix A) attached to this document. Quote Sheets must be signed and dated by the Bidder to be considered valid. Based on current information, the City is planning once a week pick up of bulky items. In order to consider various service levels, bidders are requested to furnish pricing for two service levels: Next Business Day Pick – Up and Weekly Pick – Up.
2. Quotes will be accepted via mail, fax or email at the City of Haverhill, City Hall, Robert J. DeFusco C.P.M., Purchasing Department, Room 105, 4 Summer Street, Haverhill, Massachusetts 01830 by 2:00 p.m., Thursday, April 15, 2010.
3. Questions concerning this quote must be submitted in writing to: Robert J. DeFusco, email [rdefusco@cityofhaverhill.com](mailto:rdefusco@cityofhaverhill.com), before 2:00 p.m., Thursday, April 8, 2010. Question may be

delivered, mailed, emailed or faxed. Written responses will be mailed, emailed or faxed to all Bidders on record as having picked up / downloaded the quote.

4. Each bidder will submit three (3) copies of all required forms. All quotes must include a signed non-collusion and tax compliance form, a reference listing and a completed quote sheet.

**Term & Conditions**

1. This quote is exempt from MGL Chap. 30B.
2. The Contract term is July 1, 2010 to June 30, 2011. This Contract may be extended under the same terms and conditions for one (1) additional year at the sole discretion of the City.
3. Prices to remain firm during this period.

**Rule of Award:** Award(s) will be made to the responsive and responsible bidder (s) whose offer provides the greatest value to the City from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or for any other reason deemed by the City to be in the best interest of the City. The City will be seeking the least costly outcome that meets the City needs as interpreted by the City.

**Proposal Requirements:** Bidders must include the following information as a minimum:

1. An itemized list of the Proponent's equipment available for use on this Contract; and
2. Evidence that the Proponent is capable of commencing performance as required in the Contract Documents within 30 days after bid award; and
3. Provide information relative to three municipal references (Appendix C – References) in New England where vendor provides this kind of service and;
4. Please indicate location where bulky waste items will be disposed.
5. Signed and completed Appendix B - Certifications.

**Quote032910  
Appendix A  
Quote Sheet**

Description	Next Business Day Pick - Up	Weekly Pick - Up
Collect Single Bulky Waste Item	\$ _____ / Item	\$ _____ / Item
Collect Single Illegally Disposed Bulky Waste Item <u>50 - 75 occurrences annually</u>	\$ _____ / Item	\$ _____ / Item

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

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type/Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Quote032910  
Appendix B  
Certifications**

I. CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee club, or other organization, entity, or group or individuals.

\_\_\_\_\_  
Signature of individual submitting bid or proposal

\_\_\_\_\_  
Name of Business

II. TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. Chapter 62C, Sec. 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

\_\_\_\_\_  
Signature of individual submitting bid or proposal

\_\_\_\_\_  
Name of Business

**Quote032910  
Appendix C  
References**

Provide information relative to three municipal references in New England where vendor provides this kind of service.

Municipality/Company	Contact Person	Address	Phone