**City of Princeton, Kentucky**

**BID FORM**

**Residential & Commercial Solid Waste Collection & Disposal**

The City of Princeton (hereinafter “City”) sets forth the following as the minimum expectations and specifications for those wishing to submit a bid (hereinafter “Contractor”) to provide residential and commercial solid waste collection and disposal services for the City:

1) The contract shall provide for a four (4) year exclusive franchise, effective January 1st, 2024.

2) The services to be provided by Contractor, if accepted, shall include the curbside collection and disposal of all household waste generated by all residential dwellings located within the incorporated areas of the City of Princeton once (1) per week, per residence. Contractor shall provide one (1) ninety-six (96) gallon rolling cart with hinged lid per residence for waste collection. Additional carts may be requested by residents for an additional fee, as indicated on the bid form. Carts will be of one unique color approved by the City. In addition to the regular curbside collection and disposal provided for herein, Contractor shall be required to provide each residential customer with a voucher allowing the customer to deliver one (1) pickup truck load of household waste to Contractor's local transfer station for disposal at no charge to the customer or the City during each of the City’s annual ‘spring pick-up' periods during the term of the Contract. Bid amounts shall include a ten percent (10%) franchise fee and a ten percent (10%) collection fee that will be retained by the City.

3) Contractor agrees to collect the waste of any resident who is handicapped, elderly, or otherwise unable to put their cart out by the street from behind their home at no additional cost. Such collection shall be made on a set schedule and with the same frequency as other residential customers. City will maintain a list of these customers for Contractor.

4) The services to be provided by Contractor, if accepted, shall also include the collection and disposal of all commercial waste generated by all commercial customers located within the incorporated areas of the City of Princeton from one (1) to five (5) times per week based upon the need of the commercial customer. Contractor shall provide the requisite container(s) for commercial customers. Bid amounts shall include a ten percent (10%) franchise fee and a ten percent (10%) collection fee that will be retained by the City.

5) Contractor’s normal hours of operation for the collection of waste within or adjacent to residential areas shall be approved by the Mayor, subject to temporary adjustment as circumstances may require.

6) Bid amount for residential and commercial waste collection and disposal services shall remain unchanged for the duration of the contract, and shall not be subject to adjustment or surcharges of any kind or nature.

7) All equipment utilized by Contractor is to be reliable and presentable during the performance of said contract, and shall be owned and maintained by Contractor in a safe condition throughout.

8) Residential and commercial customers will be billed and payment collected by the City of Princeton. Amounts collected for residential and commercial waste services, less the ten percent (10%) franchise fee and ten percent (10%) collection fee will be forwarded to Contractor. City shall have no obligation to pursue collection efforts against individual residents and/or commercial customers who fail to pay for waste removal services rendered by Contractor.

**City of Princeton, Kentucky**

**BID FORM**

**Residential & Commercial Solid Waste Collection & Disposal**

9) Contractor shall provide at no cost one (1) eight yard solid waste container to be used by the City Public Works department with one (1) free pull per week. Contractor shall similarly provide a sufficient number of solid waste containers to be used by City Hall, the City Public Safety building and City parks.

10) Contractor shall be responsible for emptying out public waste bins in the City’s downtown commercial district once per week at no cost to the City.

11) Contractor shall provide waste collection and disposal services at no cost during City-sponsored events, including, but not limited to, the Black Patch Heritage Festival.

12) Contractor shall provide waste disposal services during the City’s annual ‘spring pick-up,’ wherein Public Works employees collect household waste from residences in addition to normal waste collection services provided by Contractor. Contractor shall provide a convenient location for the disposal of this waste. The cost of this service shall be calculated by the tonnage of waste disposed, as indicated on the attached bid form, and shall constitute the total cost of providing said service. The bid amount shall incorporate any and all costs incidental or ancillary to the provision of the service requested.

13) Contractor will maintain a certain number of solid waste containers at a location either within or conveniently close to the City limits to distribute to customers upon request in order to timely replace damaged or missing containers. Contractor will be responsible for the collection of damaged containers. Contractor may request the use of the City Public Works garage to store said containers.

14) Holidays may be observed by Contractor and must be indicated by Contractor after bid is accepted. Collection, if missed by reason of a holiday, will be done as expeditiously as possible, but in no event later than two (2) days after a holiday as declared herein.

15) All waste collected by Contractor shall be disposed of by Contractor in a landfill permitted and approved by the Commonwealth of Kentucky or, if outside said Commonwealth, in a landfill approved by the jurisdiction in which said waste is disposed.

16) The Contractor shall abide by, and at all times be in compliance with, all city, county, state and federal laws, regulations, and/or policies with respect to environmental protection as relates to the collection, transportation and disposal of residential and commercial solid waste.

17) The Contractor shall abide by, and at all times be in compliance with, all City ordinances, regulations and/or policies including, but not limited to, those relating to occupational and business license fees and taxes.

18) The Contractor shall be deemed an independent contractor for all purposes at all times. The work to be performed under this contract will be performed entirely at Contractor’s risk, and Contractor assumes all responsibility for the condition of tools and equipment used in the performance of this contract.

**City of Princeton, Kentucky**

**BID FORM**

**Residential & Commercial Solid Waste Collection & Disposal**

19) Contractor agrees to indemnify the City for any and all liability or loss arising in any way out of the performance of this contract. Contractor will carry, for the duration of this contract, a minimum of $1,000,000 in general liability insurance, and workers’ compensation insurance as required by law. Insurance must be in full force and effect at all times during the contract period, and City must be a named insured on Contractor’s policy. Proof of insurance shall be provided by Contractor to City upon request.

20) Any bid accepted by the City of Princeton pursuant to this invitation to bid shall be further reduced to a written contract between the bidder as an independent contractor and the City of Princeton, and shall be approved by the Mayor and City Council thereof.

21) The City of Princeton reserves the right to accept any bid, or reject any or all bids and to waive any technicality or informality in bidding or bids received, where such acceptance, rejection, or waiver is considered to be in the best interest of the City. The City of Princeton is an Equal Opportunity Employer.

22) The successful bidder will be required to furnish a performance bond as a security for the faithful performance of the contract. Said performance bond must be in an amount equal to the full contract price, but said bond may provide for a pro rata reduction therein annually over the term of the contract. Premiums for the bond shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond.

23) All questions regarding bid specifications shall be directed to Brock Thomas, Mayor of Princeton, by email at Brock.Thomas@princetonkentucky.org or by phone at (270) 365-9575.

24) SEALED BIDS will be accepted on or before 4:00 PM CDT, Friday, September 1, 2023, at 206 East Market Street, Princeton, Kentucky 42445. Bids will be publicly opened at that time at that location. Bids will be read and considered for acceptance at the City of Princeton City Council meeting of Tuesday, September 5, 2023.

**City of Princeton, Kentucky**

**Residential Solid Waste Collection & Disposal**

**BID FORM**

The **SERVICE FEE** for the collection and disposal of household waste from City residents by Contractor once per week shall be $\_\_\_\_\_\_\_\_\_\_ per month for one (1) container.

Each additional container requested by a customer shall cost $\_\_\_\_\_\_\_\_\_\_ per month.

The cost to the City for its annual ‘spring pick-up’ shall be $\_\_\_\_\_\_\_\_\_\_ per ton of waste disposed by Contractor.

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**City of Princeton, Kentucky**

**Commercial Solid Waste Collection & Disposal**

**BID FORM**

The **SERVICE FEE** for the collection of waste from City commercial customers by Contractor shall be billed per month as follows:

***FREQUENCY OF COLLECTION***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Size of Container | (1) per week | (2) per week | (3) per week | (4) per week | (5) per week |
| 2 Yard |  |  |  |  |  |
| 4 Yard |  |  |  |  |  |
| 6 Yard |  |  |  |  |  |
| 8 Yard |  |  |  |  |  |
| 96 gallon cart |  |  |  |  |  |
| Additional 96 gallon cart |  |  |  |  |  |

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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