



REQUEST FOR PROPOSAL
RFP 9772
CONTAINER REFUSE COLLECTION SERVICE
FOR TROY SCHOOL DISTRICT

The Troy School District will receive firm, sealed proposals for furnishing all necessary labor, supervision, equipment and related items for trash, recycling and dumpster services, per the attached schedule, at 20 schools, Troy Administration Center, Troy Services Building, Transportation Department and Central Warehouse, for the three year period, July 1, 2014, through June 30, 2017, with an optional two year renewal extension, for the District.

Specifications and proposal forms can be obtained online at <http://www.troy.k12.mi.us>. From the main page click the "Business Services" tab listed under "Departments", then click "Purchasing" and go into the "Current Bids" tab, scroll down to locate and access the bid document.

Your proposal marked "**Container Refuse Collection Service**" and two (2) copies, must be delivered no later than 2 p.m., Wednesday, February 19, 2014, Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Monday, February 10, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the owner.

Purchasing Department
Troy School District
1140 Rankin
Troy, MI 48083

INSTRUCTIONS TO BIDDERS

PROPOSALS

1. The Troy School District will receive firm, sealed proposals for establishing a three year service contract, with an optional two year extension for trash, recycling and dumpster services, per the attached schedule, in accordance with the attached specifications.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to the Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, no later than 2 p.m., Wednesday, February 19, 2014, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one (1) original and two (2) copies.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All items of furniture and equipment must conform to the specifications.
4. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Monday, February 10, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.
5. Proposals must include a bid bond or certified check for not less than five percent of the contract and must be submitted with the bid proposal form furnished with the specifications. All proposals submitted are FIRM OFFERS and will remain firm for a period of 90 days following the date on which the bids are opened.
6. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
7. Any bidder may withdraw their proposal at any time prior to the scheduled time for receipt.
8. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general to make awards or cancel this proposal, if deemed to be in the best interests of the owner.
9. A completed Familial Disclosure form must be included with each proposal submitted of the proposal will not be accepted, please note this form must be notarized.

SCOPE

This specification includes all necessary labor, supervision, equipment and related items for trash, recycling and dumpster services, per the attached schedule, at 20 schools, Troy Administration Center, Troy Services Building, Transportation Department and Central Warehouse. Service includes pickup and disposal to a legal disposal site provided by the contractor. The contract will cover three year period, July 1, 2014, through June 30, 2017, with an optional two year renewal extension, for the District.

INSPECTION OF SITES

Before submitting a proposal, each bidder should personally inspect the site of the proposed work to arrive at a clear understanding of the conditions under which the work is to be done. No price allowance or extra consideration on behalf of the contractor(s) will subsequently be allowed by reason of error, oversight, or failure to reasonably inspect on the part of the bidder and/or contractor(s).

SERVICE SCHEDULE

See the attached sheet for detail listing of district buildings, container sizes and pick-up schedules. All servicing of these locations must occur outside the normal school "high traffic" times (normally 7:00am-9:00am, 11:00am-1:00pm and 2:00pm-4:00pm) to avoid school buses, parental drop-offs and lunchtime recess. When school is not in session during the summer months, the service schedule will be adjusted, to be determined prior to June 30 each respective year of the contract. Awarded bidder will adjust the billing accordingly based on this reduced service. All service must be in compliance with City of Troy ordinances. Bidders are solely responsible to verify allowable hours of operation.

DUMPSTER PLACEMENT

Contractor awarded this bid shall make all provisions to place new (or newly refurbished) dumpsters in the size noted at all building locations in time to begin servicing contract on July 1, 2014. Separate color dumpsters are required for all recyclable materials. Dumpsters must be clearly marked "Trash" or "Cardboard Only" as applicable.

GOVERNMENTAL REGULATIONS

Contractor agrees to comply with all federal, state, and local laws, rules, regulations, executive orders, and ordinances that are applicable to contractor's performance of its obligations under this contract. In addition, contractor warrants that the materials covered by this contract, when delivered to the Troy School District, will comply with all applicable federal, state and local laws, rules, regulations, executive orders and ordinances.

INSURANCE

Satisfactory Workers' Compensation coverage and General Liability limit of \$3,000,000.00; and a minimum Umbrella Liability limit of \$3,000,000.00; and a Professional Liability insurance coverage with minimum limits of \$3,000,000.00. Bid number and Troy School District as additional insured must be noted on the insurance certificate. Certificate holder will be Troy Schools.

GUARANTEE BONDS

Prior to the issuance of a purchase order authorizing commencement of this project, and in all cases before beginning work under the contract, the Vendor/Contractor(s) selected will qualify for, sign and deliver to the Purchasing Office, an executed performance bond by the surety company. This bond will be in the amount of 100 percent of the contract. Troy Schools requires that the bonding companies be limited to those listed on the U.S. Department of Treasury Circular 570, and must be licensed in the State of Michigan. The U.S. Department of Treasury Circular 570 can be viewed at the following web site: <http://www.fms.treas.gov/c570/c570.html>. Certificates of such insurance and bonds will be filed with the Purchasing Office within five working days of notification of bid award and before any work begins.

BID GUARANTEE

Bidders must submit with their proposal a Bid Bond or Certified Check for not less than five percent (5%) of the bid. Failure to include a 5 percent bid guarantee will result in the rejection of the bid.

PERMITS

All necessary permits, tests, inspections and approvals will be procured by the contractor and will be included in the proposal.

CONTRACT AWARD

The contract will be awarded in the form of a PURCHASE ORDERS mailed to the Vendor(s) selected. It is the intent to award this Request for Proposal at the March 4, 2014, monthly meeting of the Board of Education.

COMMENCEMENT OF PROJECT

Commencement of project may begin as soon as a purchase order has been issued to the successful bidder and after June 30, 2014. Project arrangements must also first be made with Mr. Kenneth D. Miller, Executive Director Facility Operation.

SPECIFICATIONS

BASE BID - REFUSE COLLECTION

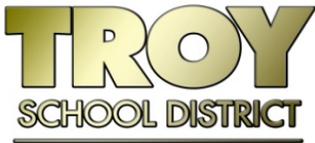
The base bid proposal requires the contractor to collect refuse at twenty (20) school sites and four (4) other District sites. Names and location of site, weekly accumulation of solid waste, service days and frequency of pickup are shown on the attached schedules.

RECYCLE CONTAINERS

Recycle containers are to be placed in the same location that they are presently set. Service is to be once a week during the school year. Troy Administration Center and Services Building recycle containers are to be serviced 12 months of the year.

LOCATION	SIZE	CONTRACTOR FURNISHED DUMPSTER	SERVICE PER WEEK	SERVICE DAYS
Barnard Elementary 3601 Forge Dr.	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Bemis Elementary 3571 Northfield Pkwy	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Costello Elementary 1333 Hamman	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Hamilton Elementary 5625 Northfield Pkwy	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Hill Elementary 4600 Forsyth	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Leonard Elementary 4401 Tallman	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Martell Elementary 5666 Livernois	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Morse Elementary 475 Cherry	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Schroeder Elementary 3541 Jack Dr.	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Troy Union Elementary 1340 E. Square Lake	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Wass Elementary 2340 Willard	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Wattles Elementary 3555 Ellenboro	8 YD 6 YD	1-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week	MTR
Baker Middle School 1291 Torpey Dr Grease/Cooking Oil	8 YD 8 YD ¼ YD	2-Front Loader 1-Front Loader Recycle	3 x per week 1 x per week as needed	MWF
Boulan Park Middle School 3570 Northfield Pkwy Grease/Cooking Oil	8 YD 6 YD ¼ YD	2-Front Loader 1-Front Loader Recycle	3 x per week 2 x per week as needed	MWF
Larson Middle School 2222 E. Long Lake Rd. Grease/Cooking Oil	8 YD 6 YD ¼ YD	2-Front Loader 1-Front Loader Recycle	3 x per week 2 x per week as needed	MWF
Smith Middle School 5835 Donaldson Grease/Cooking Oil	8 YD 6 YD ¼ YD	2-Front Loader 1-Front Loader Recycle	3 x per week 2 x per week as needed	MWF
Athens High School 4333 John R Grease/Cooking Oil	6 YD 6 YD ¼ YD	4-Front Loader 1-Front Loader Recycle	5 x per week 2 x per week as needed	MTWTRF
Troy High School 4777 Northfield Pkwy Grease/Cooking Oil	8 YD 8 YD ¼ YD	3-Front Loader 1-Front Loader Recycle	5 x per week 2 x per week as needed	MTWTRF

LOCATION	SIZE	CONTRACTOR FURNISHED DUMPSTER	SERVICE PER WEEK	SERVICE DAYS
International Academy East 1291 Torpey Grease/Cooking Oil	8 YD 8 YD ¼ YD	2-Front Loader 1-Front Loader Recycle	2 x per week 1 x per week as needed	MTWTRF
Niles Center 201 W. Square Lake Rd.	8 YD	1-Front Loader	2 x per week	MTR
Troy Administrative Center 4400 Livernois Rd.	6 YD	1-Front Loader	1 x per week	M
Services Building 4420 Livernois Rd.	8 YD 8 YD	1-Front Loader 1-Front Loader Recycle	1 x per week 1 x per week	MTR
Transportation Department 120 Hart Rd.	6 YD	1-Front Loader	1 x per week	M
Maintenance / Operations Purchasing Central WH 1140 Rankin	40 YD	1 Roll-Off	As needed	



DUE: 2:00 p.m., Wednesday, February 19, 2014
PROPOSAL: RFP 9772 Container Refuse Collection Service

PROPOSAL FORM

We propose to furnish Troy School District all necessary labor, supervision, equipment and related items for trash, recycling and dumpster services, per the attached schedule, at 20 schools, Troy Administration Center, Troy Services Building, Transportation Department and Central Warehouse, for the three year period, July 1, 2014, through June 30, 2017, with an optional two year renewal extension, , pick up and disposal to a disposal site provided by the contractor, in accordance with the specifications:

	2014-15	2015-16	2016-17	Optional	
				Year 1	Year 2
Refuse Collection:					
Cost Per Cubic Yard	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Recycle Containers:					
Cost Per Cubic Yard	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Large 40yrd Roll-Off	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

BIDDER'S FIRM NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX # _____

SIGNED BY _____ TITLE _____

TYPED NAME _____ DATE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendor/Contractor(s) submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the vendor submitting a proposal and any member of the Troy School Board or the Troy School Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of Troy School Board are: Nancy Philippart, Todd Milette, Paula Fleming, Ida Edmunds, Wendy Underwood, Gary Hauff and Karl Schmidt. The Troy Schools Superintendent is Dr. Barbara Fowler.

The following are the familial relationship(s):

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

There is no familial relationship that exists between the owner or key employee of the Vendor/Contractor(s) submitting a proposal and any member of the Troy School Board, or the Troy Schools Superintendent.

INDIVIDUAL/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)
NOTARY PUBLIC

My Commission expires _____

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Acceptance of Proposal

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

BY (SIGNATURE) _____

PRINTED NAME _____

TITLE _____

SIGNED THIS _____ DAY OF _____, 20 _____

E-MAIL ADDRESS _____

**Troy School District
Container Refuse Collection Service
Bid Package 9772**

Rizzo Environmental Services			Republic Services			Waste Management of Michigan		
Cost Per Cubic Yard Refuse Collection			Cost Per Cubic Yard Refuse Collection			Cost Per Cubic Yard Refuse Collection		
2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017
\$ 1.48	\$ 1.48	\$ 1.48	\$ 1.57	\$ 1.57	\$ 1.61	\$ 1.62	\$ 1.67	\$ 1.72
Cost Per Cubic Yard Recycle Containers			Cost Per Cubic Yard Recycle Containers			Cost Per Cubic Yard Recycle Containers		
2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017
\$ 1.48	\$ 1.48	\$ 1.48	\$ 1.47	\$ 1.47	\$ 1.51	\$ 1.70	\$ 1.75	\$ 1.80
40 yard Roll-Off Dumpster Refuse Collection			40 yard Roll-Off Dumpster Refuse Collection			40 yard Roll-Off Dumpster Refuse Collection		
2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017
\$ 265.00	\$ 265.00	\$ 265.00	\$ 305.00	\$ 305.00	\$ 305.00	*\$ 225.00	*\$ 232.00	*\$ 238.00

First three month's service is at no charge.
See note of Proposal Form.

* Plus \$25.00 ton and \$105.00 on temp deliveries 1
time fee when delivered.

No Response for the following Companies:

- Capital Waste
- CMS, LLC
- Griffin Disposal
- Allied Waste Services
- Veolia Environmental Services