MATANUSKA-SUSITNA
BOROUGH SCHOOL DISTRICT

BID #B24-06

REFUSE SERVICES FOR THE MSBSD

Due Date and Time: April 18, 2024 at 2:00 P.M.

Enclosed:

Bid
Documents
and
Affidavit

Matanuska-Susitna Borough School District

Purchasing Department
690 Cope Industrial Way
Palmer, AK 99645

P: (907) 861-5120 || F: (907) 861-5184
bids@matsuk12.us
www.matsuk12.us/bids

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ADVERTISEMENT

	DATE OF ADVERTISEMENT
Frontiersman	March 22 and 24, 2024
Anchorage Daily News	March 22 and 24, 2024

Type of Ad: Classified / Public Notice

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

Matanuska-Susitna Borough School District Bid

BID #B24-06

REFUSE SERVICES FOR THE MSBSD

Notice is hereby given that the Matanuska-Susitna Borough School District (MSBSD) will consider bids from qualified individuals and firms for the provision of:

REFUSE SERVICES FOR THE MSBSD

Bids are due on or before April 18, 2024 at 2:00 P.M. Palmer, Alaska time. Sealed bids must be submitted and received by the MSBSD Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645, on or before said date and time designated for receipt of bids. All bids must be marked" BID #B24-06 ."

Bid documents can be viewed on the MSBSD website at www.matsuk12.us/bids and are also available at the MSBSD Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645. For more information, call (907) 861-5120.

The MSBSD reserves the right to accept or reject any or all bids and waive any minor technicalities, informalities, and/or irregularities as it deems appropriate.

03/04/2024	Requested By:	A. Meena	Approved By:	B. Munson

MATANUSKA-SUSITNA
BOROUGH SCHOOL DISTRICT

REFUSE SERVICES FOR THE MSBSD

BID #B24-06

INVITATION TO BID

THIS IS NOT A PURCHASE ORDER

The Matanuska-Susitna Borough School District (MSBSD) is requesting bids from qualified bidders to provide

REFUSE SERVICES FOR THE MSBSD

as specific herein.

Bids will be accepted until	April 18, 2024	at	2:00 P.M.
Questions will be accepted until	April 4, 2024	at	4:00 P.M.

BIDDER USE ONLY

THIS PAGE MUST BE COMPLETELY FILLED IN, SIGNED, AND RETURNED WITH YOUR PACKET.

Company Name

Address

City | State | Zip

Telephone Number | Fax Number

State of Alaska Business License Number | Matanuska-Susitna Borough Business License Number

Authorized Signature | Printed Name | Date

INSTRUCTIONS TO BIDDERS

1. GENERAL INFORMATION:

The Matanuska-Susitna Borough School District (MSBSD) is soliciting bids from qualified bidders to provide the scope of services as specified in Attachment A, Scope of Services. Copies of the bid documents can be viewed in the Purchasing section of the MSBSD website at www.matsuk12.us/bids and can be obtained in the Purchasing Department at 690 Cope Industrial Way, Palmer, Alaska 99645 or by calling (907) 861-5120. Office hours are 7:00am - 4:30pm, Monday through Friday.

Bids must be fully executed, signed by each bidder, and enclosed in a sealed envelope with the bidder's name, address, and phone number clearly indicated on the outside, as per Section 8 of this Instructions to Bidders. Bids must be submitted to the MSBSD Purchasing Department at 690 Cope Industrial Way, Palmer, Alaska 99645. Signed bids must be in the office of the MSBSD Purchasing Department on or before the date and time designated for receipt of bids. **The MSBSD will not accept or consider bids that are oral, telephonic, telegraphic, faxed, e-mailed, or otherwise electronically transmitted.**

2. GENERAL STATEMENT:

In rendering the services hereunder, the selected bidder shall adhere to the following general terms and conditions. The term "selected bidder" refers to the bidder awarded a contract to provide services and/or products as required herein. The term "agreement" hereafter refers to this Invitation to Bid, any and all attachments and appendices, any and all addenda, and the bidder's response and acceptance by the MSBSD. A contract may be issued upon award of this bid.

3. PRE-BID CONFERENCE:

A pre-bid conference will not be held for this scope.

4. EXAMINATION OF BID DOCUMENTS:

A. Bidders shall carefully examine the bid documents before submitting a bid. The submission of a bid shall be an admission that the bidder has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements and accuracy of the bid documents.

B. The MSBSD assumes no responsibility for any understanding or representations concerning conditions made by any of its officers, agents, or employees prior to the execution of the bid, unless such understanding or representations are expressly stated in the bid documents or addenda.

C. Bidders shall include in their bid sums sufficient to cover all items and services required by the bid documents, and shall rely entirely upon their own examination in making their bid. The submission of a bid shall be taken as prima facie evidence of compliance with this paragraph.

5. INTERPRETATION OR CORRECTION OF BID DOCUMENTS:

Bidders shall notify the Purchasing Department promptly of any error, omission, or inconsistency that may be discovered during examination of the bid documents. Requests from bidders for interpretation or clarification of the bid documents shall be made in writing to the Purchasing Department by

April 4, 2024 at 4:00 P.M. Palmer, Alaska time.

Any questions received after this date and time will not be answered. Questions should reference the applicable bid number and title and can be submitted by mail, fax, or e-mail to the following:

Mail: MSBSD Purchasing Department; 690 Cope Industrial Way; Palmer, AK 99645
Fax: MSBSD Purchasing Department; (907) 861-5184
E-mail: bids@matsuk12.us

5. INTERPRETATION OR CORRECTION OF BID DOCUMENTS (CONT.):

Interpretations, corrections, responses to questions, and changes of the Bid Documents will be made by addenda. Interpretations, corrections, responses to questions, and changes of the Bid Documents made in any other manner will not be binding on the MSBSD and bidders shall not rely on them. All addenda issued shall become part of the agreement documents. It is the bidder's sole responsibility to ascertain that they have received all addenda issued by the Purchasing Department. Each addendum will be issued by both fax machine and U.S. mail. All addenda will also be posted in the Purchasing section of the MSBSD website at www.matsuk12.us/bids. **All addenda must be acknowledged in the space provided on Appendix 1 or the bid may be deemed non-responsive.**

6. PREPARATION AND SUBMISSION OF BIDS:

A. Each bid must be signed in longhand by the bidder with their usual signature. Bids submitted by partnerships must be signed with the partnership name by one of the partners, followed by the signature and designation of the partner signing. Bids submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation, and the signature of the president, secretary, or other person authorized to bind in the matter. The full name and address of each person signing shall be typed or printed below the signature.

B. Bids shall be submitted on the forms furnished and must be manually signed. Bids must be submitted in a sealed envelope and addressed as indicated in Section 8 of this Instructions to Bidders.

C. Bids shall specify a price, typed or written in ink, for each bid item called for. Bids may be rejected if they show an omissions, alteration of the forms, additions not called for, conditional or alternate bids not called for, qualified bids, or irregularities of any kind.

D. Bidders shall bear all costs directly or indirectly related to preparing a bid, preparing presentations or supplements, and/or clarifying a bid as may be required by the MSBSD in response to this solicitation.

7. SUBMITTAL REQUIREMENTS:

All of the following must be included with the bid or the bid may be considered non-responsive and be rejected:

A. Invitation to Bid signature page, signed by responsible party.

B. Bid Form, fully executed and signed.

C. Appendix 1, Addendum Acknowledgement, fully executed and signed.

D. Appendix 2, Non-Collusion Certificate, fully executed and signed.

E. Evidence of Insurance, as required in the Invitation to Bid and Appendix 3, will be required prior to an award to the successful bidder.

F. Appendix 4, Vendor Paperwork, fully executed.

G. Appendix 5, Proposed Subcontractors and Suppliers List, fully executed (if applicable)

H. Copies of Alaska Business License and all other licenses, certificates, or permits required by city, borough, state, and federal law as applicable.

I. Any additional submittal requirements per Attachment A: Scope of Services.

8. BIDS:

A. Signed bids **MUST** be in the MSBSD Purchasing Department office on or before

April 18, 2024 at 2:00 P.M. Palmer, Alaska time.

B. It is the responsibility of all bidders to ensure that their bids and associated documents are in the office of the Purchasing Department prior to the date and time designated for receipt of bids. Bids **MUST** be in **SEALED** envelopes clearly marked as follows:

Bid Number:	BID #B24-06
Bid Title:	REFUSE SERVICES FOR THE MSBSD
Due:	April 18, 2024 at 2:00 P.M.

8. BIDS (CONT.):

C. Bidders are cautioned that mailed bids which arrive after the date time designated for receipt of bids will not be opened or considered. Bidders are further cautioned not to rely on the U.S. Postal System or any other second party for timely delivery of their bid. It is the bidder's sole responsibility to ensure that their bid and associated documents are in the physical possession of the Purchasing Department prior to the date and time scheduled for receipt of bids.

D. All bids shall be submitted on the attached bid forms in the spaces indicated and must comply with these instructions. The bid must be completed and signed by an authorized representative of the firm submitting the bid.

E. Scheduled bid openings are open to the public and are located in the Purchasing Department.

9. WITHDRAWAL FROM CONSIDERATION:

Bids may be withdrawn upon written request delivered to the MSBSD Purchasing Department on or before the date and time designated for receipt of bids. However, no bidder shall withdraw or cancel their bid for a period of ninety (90) calendar days prior to the date and time designated for receipt of bids, nor shall the selected bidder withdraw, cancel or modify their bid after having been notified by the Purchasing Department that said bid has been accepted by the MSBSD.

10. MODIFICATION OF BIDS:

Prior to the date and time designated for receipt of bids, a bid may be modified or withdrawn by notice to the MSBSD at the place designated for receipt of bids. Such notice shall be in writing over the signature of the bidder. That notice shall be date and time stamped by the MSBSD on or before the date and time designated for receipt of bids. A modification must not reveal the amount of the original bid. A bid bond, if required, shall be in an amount sufficient for the bid as modified.

11. AWARD OF CONTRACT:

A. The MSBSD will award a contract to the lowest responsive and responsible bidder. This bid will be awarded on the basis defined in Attachment A, Scope of Services.

B. The MSBSD, as it deems appropriate, shall have the right to reject any and all bids. Bids may be rejected if they do not include a required bid bond or other data required by the bid documents. All responsive bids may be rejected if the MSBSD, in its sole judgment, considers them too costly.

C. The MSBSD has the right to accept Alternatives in any order or combination unless otherwise specifically provided in the Bid Documents, and to determine the low bidder on the basis of the sum of the Base Bid and Alternatives accepted.

D. In determining the lowest responsive and responsible bidder, the MSBSD may consider, in addition to price, at any point in the selection process, any of the following factors:

I. The ability, capacity, and skill of the bidder to perform the contract.
II. Whether the bidder can perform the contract within the time specified without delay or interference.
III. The character, integrity, judgment, experience, and efficiency of the bidder.
IV. The quality of performance by the bidder on previous contracts of a similar nature.
V. Whether the bidder is in arrears on any existing contract with the MSBSD or is in litigation, arbitration, or other legal dispute with the MSBSD.
VI. Previous compliance by the bidder with laws and regulations relating to the contract.
VII. The number and scope of conditions attached to the bid.
VIII. The number and scope of minor variations contained in the bid.
IX. If the contract is one which will require future maintenance or repairs, the availability of replacements, replacement parts, and maintenance service for any machinery, equipment, or other material proposed to be installed or supplied by the bidder.
X. The quality, availability, and adaptability of the supplier, equipment, or contractual services to the particular use required.
XI. Whether the bidder is prepared to furnish supplies, equipment, or contractual services which meet the specifications of the MSBSD.

E. The MSBSD reserves the right to make award within a ninety (90) calendar day award period from the date the bids are opened. Bids submitted must be firm for the award period and the contracted service period.

12. AVAILABILITY OF FUNDS:

A. The MSBSD reserves the right, at its sole discretion, to cancel this Invitation to Bid or any part thereof, at any time, prior to an award of contract issued under this Invitation to Bid.

12. AVAILABILITY OF FUNDS (CONT.):

B. Awards are contingent upon the appropriation of MSBSD budget funds.

13. REQUEST FOR ADDITIONAL INFORMATION:

A. The MSBSD reserves the right to request current audited financial statements; qualifications of management personnel, including project manager or field supervisors performance references; or other information deemed relevant at any time prior to bid award. Bidder agrees to provide such requested information within three (3) business days of the request.

B. Prior to the final selection, bidders may be required to submit additional information, which the MSBSD may deem necessary to further evaluate the bids.

C. The MSBSD reserves the right to make investigations of the qualifications of the bidder as it deems appropriate, including but not limited to a background investigation conducted by proper authorities.

14. PUBLIC RECORDS CLAUSE:

This Invitation to Bid and the resulting bids received, together with copies of all documents pertaining to the award of a contract, will be kept by the Purchasing Department and made a part of the record which will be open to public inspection, unless restricted by the bidder and School Board Policy, once the Notice of Intent to Award has been issued. If a bid contains any information which is proprietary or confidential, each page of the confidential information must be clearly marked with a diagonal watermark that reads "CONFIDENTIAL"; such information will be kept confidential if appropriate and will not be released to the public. The MSBSD is not responsible for the release of any documents not marked in this manner. A confidential watermark is required. The bid tabulation sheet shall be open to public inspection as soon as practicable after the Notice of Intent to Award has been issued.

15. PROTEST OF AWARD:

The MSBSD has a process in place for an unsuccessful bidder to submit a written protest, requesting a review of the bid award.

A. An unsuccessful bidder must submit its protest within [three (3)] days of the date of the Notice of Intent to Award issued by the MSBSD's Purchasing Department.

B. The protest must be made in writing, delivered to the same location as the original bid, and must set forth in detail the reason(s) for the protest, with specific reference to the relevant provision of the Bid Documents.

C. Upon receipt of the protest, the Purchasing Department shall schedule an informal hearing to include the successful bidder, the protesting bidder, the Assistant Superintendent of Business and Operations, and a representative of the Purchasing Department. At such time, the bidder making protest can express his/her concerns with said award.

D. Following the informal hearing, the Assistant Superintendent of Business and Operations will send the MSBSD's decision on the protest to all involved parties.

E. If the contract award for the proposed project is required to be approved by the MSBSD School Board, the involved parties will be notified of the date and time of the applicable School Board meeting.

16. CONTRACT:

The contract between the MSBSD and the bidder shall consist of (1) the Invitation to Bid and any attachments and/or amendments and/or addenda thereto; (2) the bid submitted by the bidder in response to the Invitation to Bid; and (3) the actual written agreement or contract. In the event of a conflict in language between the documents referenced above, the provisions and requirements set forth and/or referenced in the bid documents shall govern.

17. INSURANCE:

It is specifically agreed between the parties executing this agreement that it is not intended by any of the provisions of this agreement to create in the public or any member thereof a third-party benefit hereunder, or to authorize anyone not a party to this agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this agreement. The successful bidder shall procure and maintain minimum insurance requirements and shall provide all required documentation as per attached Appendix 3 to the MSBSD upon award of this agreement. Failure to furnish proper evidence of insurance, or the lapse of insurance required under the provisions of this agreement, may be grounds for termination. The duties required under this subsection shall survive the termination expiration of this agreement. **It is highly recommended that the**

17. INSURANCE (CONT.):
bidders confer with their respective insurance companies or brokers to determine if their insurance program complies with the MSBSD's insurance requirements, as per attached Appendix 3.

18. LICENSES:
All individuals or businesses conducting business within the State of Alaska and within the Matanuska-Susitna Borough are hereby advised that they must obtain both a State of Alaska and a Matanuska-Susitna Borough business license. For information on how to obtain the appropriate business license or see if any exemptions may apply, please visit the following websites.

State of Alaska:
https://www.commerce.alaska.gov/web/cpbl/BusinessLicensing/BusinessLicensingFormsFees.aspx

Matanuska-Susitna Borough
http://www.matsugov.us/business-licenses

19. INVOICES AND METHOD OF PAYMENT:
Billings for services must be verified by a responsible representative of the MSBSD before payment can be made. Payments shall be made to the bidder within thirty (30) calendar days after the MSBSD receives and approves a written request for payment or invoice. The request for payment or invoice may be submitted to the MSBSD, Attn: Accounting Department, 501 N. Gulkana St., Palmer, AK 99645, or invoices can be e-mailed to accounting@matsuk12.us.

20. FEDERAL EXCISE TAXES:
The MSBSD is exempt from Federal Excise Taxes. An Exemption Certificate will be furnished upon request.

21. MODIFICATIONS:
The MSBSD may, from time to time, require modifications in the scope of services to be performed under this agreement. However, it is expressly understood that this agreement shall not under any circumstances be modified without written authorization from the MSBSD. All modifications in the terms of this agreement, to include adding additional schools or sites, shall be incorporated by written amendments to this agreement executed by both parties.

22. INDEMNIFICATION:
A. The Contractor shall indemnify, defend, and hold harmless the MSBSD from and against any claim of, or liability for, independent or sole negligent acts, errors, omissions, or willful misconduct of the Contractor under this Agreement. The Contractor is not required to indemnify, defend, or hold harmless the MSBSD for any claim of, or liability for, the independent or sole negligent acts, errors, omissions, or willful misconduct of the MSBSD. If there is a claim of, or liability for, a joint negligent act, error, omission, or willful misconduct of the Contractor and the MSBSD, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Contractor" and "MSBSD" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent or sole negligent acts, errors, and omissions" means negligence other than in the MSBSD's selection, administration, monitoring, or controlling of the Contractor, or in approving or accepting the Contractor's work.

B. Any and all claims that might arise under the Worker's Compensation Act on behalf of the Contractor or other persons while engaged in the performance of the duties or services contemplated, and any and all claims that might be made by any third party as a result of any act or failure to act, shall be the Contractor's sole obligation and the Contractor shall indemnify and defend the MSBSD and hold it harmless from any liability for any act or failure to act on the part of the Contractor.

23. PROTECTION OF EQUIPMENT AND PROPERTY:
The bidder assumes full responsibility for and shall indemnify the MSBSD for any loss or damage to any MSBSD property resulting in whole or in part from the acts or omissions of the bidders, or any employee, agent or representative of the bidder.

24. BIDDER'S PERSONNEL REQUIREMENTS:
The MSBSD may, by serving written notice, require the bidder to promptly remove from the site of work any employee or worker the MSBSD deems incompetent, careless, or otherwise objectionable including, but not limited to, violation of MSBSD policies relating to alcohol, illegal drugs or firearms on MSBSD property.

25. EQUAL EMPLOYMENT OPPORTUNITY:

Bidders, in submitting bids, certify that if awarded a contract under this Invitation to Bid, they will not discriminate against any employee or applicant for employment because of race, color, religion, gender, age, national or ethnic origin, disability, marital status, change in marital status, pregnancy, parenthood, or any other basis prohibited by Alaska state or federal laws. The bidder will take affirmative action to ensure non-discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The bidder agrees to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause.

26. DRUG, TOBACCO, AND ALCOHOL-FREE WORKPLACE:

The selected bidder agrees to comply with MSBSD School Board Policy (BP) 4020, Drug, Tobacco and Alcohol-Free Workplace. This policy states, in part: "In the interest of the health and safety of students and employees, it is a violation of this policy for students, staff, parents, visitors, contractors and all others to use, distribute or sell tobacco, any non-FDA-approved tobacco or nicotine delivery products or devices including but not limited to, cigarettes, cigars, dip, hookah pens, e-cigarettes, and dissolvable nicotine products on District premises, at school-sponsored activities on or off District premises and in District-owned, rented or leased vehicles."

27. CODE OF ETHICS:

A. The selected bidder shall comply with MSBSD School Board Policy BP 4119.21, Code of Ethics.

B. The selected bidder shall also comply with BP 3515.7, Restrictions on Sex Offenders on Campus. This policy states, in part: "To protect the morals, health, and safety of students, it is the policy of the district to deny entrance onto the premises of any district school or any building used for school activities to registered sex offenders or persons required to register under the sex offender registration act of whom the district has knowledge."

C. The selected bidder shall take affirmative action to ensure that no contractor, employee, or subcontractor who will be working on MSBSD property has a criminal record of any conviction for child abuse or assault, be on the State of Alaska or any State Sexual Offender Registry, or has been convicted of a crime of moral turpitude. Any waiver of this section must be in writing, signed by the District's Superintendent. The MSBSD has the right to verify such records at any time during the life of the contract.

28. OCCUPATIONAL SAFETY AND HEALTH WARRANTY:

If awarded the agreement, the bidder warrants that the products sold or services rendered shall conform to the standards and/or regulations promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970 (29 U.S.C. 651, OL 91-596) and all amendments thereto. In the event the product sold does not conform to the OSHA standards and/or regulations, the MSBSD may return the product for correction or replacement at bidder's option and at bidder's expense. Services performed by the bidder which do not conform to OSHA standards and/or regulations must be corrected by bidder at bidder's expense or by the MSBSD at bidder's expense in the event bidder fails to make the appropriate correction within a reasonable time.

29. COMPLIANCE:

The selected bidder shall comply with all state, federal and local laws, regulations or orders applicable to the purchase, manufacture, processing and delivery of the service.

General Conditions:

I. General Statement: The following conditions shall be followed by the selected bidder. These conditions shall be adhered to, relative to any project for which the selected bidder provides services. The MSBSD reserves the right to delete or alter the following terms and conditions or to add additional terms and conditions at its discretion. The selected bidder shall perform services and otherwise comply with all conditions as set forth in this Invitation to Bid including all attachments and appendices hereto and all additional requirements identified in the bid documents.

II. Governing Laws: The agreement shall be governed as to performance and interpretation in accordance with the laws of the State of Alaska.

III. Compliance with All Laws: The bidder shall comply with all applicable laws, ordinances, executive orders and regulations of the federal, state, and local government, which may in any manner affect the performance of the agreement and all applicable MSBSD policies, rules and procedures.

IV. Relationship of All Parties: It is expressly understood and agreed by the bidder and the MSBSD that the bidder's relationship to the MSBSD is that of an independent contractor.

30. CONFLICT OF INTEREST:

A. The contracting party expressly represents that the contract is not contrary to MSBSD School Board Policy BP 2300, Conflict of Interest and that the contracting party has read and understands BP 2300. If this representation is false, the Superintendent may terminate the contract without regard to partial performance and in the event of such a termination, the MSBSD will have no further liability or obligation to the contracting party.

B. Any employee and/or employee with immediate family members that may have a financial interest in the contract must file an annual BP 2300, Conflict of Interest Affidavit with MSBSD. The following definitions apply to this policy: Immediate family member means an employee's grandparent, parent, child, grandchild, brother, sister, spouse, child of a spouse, or regular member of the employee's household.

31. ASSIGNMENTS AND SUBCONTRACTORS:

A. The bidder shall not sell, assign, transfer, or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the MSBSD.

B. The bidder shall ensure that subcontractors are appropriately licensed, insured and bonded, and qualified to meet all of the requirements of this Invitation to Bid. If a bid with subcontractors is selected, the bidder must provide the following information concerning each prospective subcontractor within five (5) working days of the written request by the MSBSD:

I. The complete name and address of the subcontractor;
II. The type and percentage of work the subcontractor will perform;
III. Certificate of Insurance
IV. Other requested information relevant to the qualifications of the subcontractor.

C. contractors must comply with all licensing, indemnity, insurance limits, and insurance requirements imposed on the bidder.

32. TERMINATION FOR CAUSE:

A. If, through any cause, the bidder shall fail to fulfill in a timely and proper manner their obligation under this agreement, or if the bidder shall violate any of the covenants, agreements, or stipulations of any awarded contract, the MSBSD shall thereupon have the right to terminate this agreement by serving written notice to the bidder of such termination and specifying the effective date thereof, at least 30 (thirty) days before the effective date of such termination. However, if the MSBSD determines that the continuation of this agreement constitutes an imminent threat to the health and safety of its students and staff, this agreement may be terminated by the MSBSD effective immediately.

B. In the event it becomes necessary to terminate this agreement awarded as a result of this bid, regardless of the circumstances or time remaining on the contract, the bidder will be responsible for any and all expenses incurred by the MSBSD. These expenses can include, but are not limited to, cost of locating interim services, cost of re-issuing a bid, and any additional cost to the MSBSD by the new bidder greater than the current contract.

C. The bidder shall be entitled to receive just and equitable compensation for any satisfactory work completed in accordance with the payment provision as set forth under Section 18 of this bid document. Equitable compensation shall not exceed the amount reasonably billed for work actually done and expenses reasonably incurred. The MSBSD's contract administrator shall determine whether work completed is satisfactory.

33. TERMINATION FOR CONVENIENCE OF THE MSBSD:

A. The MSBSD may terminate any awarded contract or agreement at any time by serving written notice to the bidder of such termination and specifying the effective date of such termination at least 30 (thirty) days prior to the effective date of termination.

B. Upon termination of any awarded contract or agreement, the MSBSD shall pay the bidder any payments due at that time.

34. FAILURE OF FUNDING:

A. The MSBSD shall be excused from performance under the contract if funding is not appropriated.

B. The MSBSD may reduce the scope and amount ofservices provided under the contract to counteract a funding shortfall.

ATTACHMENT A:
SCOPE OF SERVICES

1. SCOPE

The Matanuska Susitna Borough School District (MSBSD) is seeking bids from qualified contractors to pick up and remove refuse from the sites listed herein. The contractor shall furnish all labor, tools, parts, supplies, equipment, and incidentals, and pay all costs necessary to provide refuse collection and hauling.

2. BACKGROUND

Ranging in enrollment from 20 students to more than 1,500 students, the schools of the MSBSD educate approximately 19,000 students at 48 schools located throughout the Matanuska-Susitna Borough. The MSBSD also supports a variety of administrative services including but not limited to Facilities, Purchasing and Warehouse, Nutrition Services, and Central Office Administration. MSBSD schools include 21 elementary schools, five middle schools, nine high schools, six non-traditional schools, and seven charter schools.

3. GENERAL REQUIREMENTS

A. The MSBSD shall reimburse the contractor for landfill fees for roll-off containers, as based on weight. Invoices from landfill must be included. Landfill fees for 8-yard and smaller containers shall be included in the per-occurrence price on Attachment C: Bid Form.

B. Pick-ups will be on an "on-call" basis except where noted on Appendix 8, School Site Location and Service Requirements. Contractor shall arrange a mutually agreeable pick-up schedule with designated sites. The response time for call-in pick-ups must be within twenty-four (24) hours.

C. Pick-ups must occur on weekdays for Elementary Schools between 7:30 a.m. and 4:00 p.m. and Secondary Schools between 7:00 a.m. and 4:00 p.m., unless otherwise agreed upon by the school/site point of contact.

D. When removing the dumpsters and/or roll-off containers, the contractor shall pick up any litter strewn in the area during the process of removal, and the area shall be left in a clean and orderly condition. If a work site is not left in a clean and orderly condition due to the actions of the contractor, the contractor shall be called back to correct the condition at no extra charge to the MSBSD.

E. The MSBSD may require contractor to clean dumpsters from time to time. Please note the costs involved for pick-up, cleaning, and return of various sized dumpsters in the space designated on Attachment C: Bid Form.

F. In the event that there is excessive ice build-up in dumpsters as a result of unusual freeze-thaw cycles, the contractor will notify the MSBSD. The contract administrator, or their designee, will determine whether to take further action. Further action may include engaging the contractor to transport the dumpster to their own facility (if such an option is available) or a facility of the MSBSD's choosing in order to be warmed/thawed. Contractor may charge a reasonable pick-up and drop-off fee for such service, in keeping with other fees of a similar nature charged for that site.

G. Transportation of trash and debris shall be in compliance with all Federal, State, Borough, and City laws and regulations. The MSBSD will not be responsible for any mishandling and/or any unlawful acts that the contractor or its workers might commit in the performance of this contract. Trash and debris will be disposed of in a legal manner.

H. All equipment used shall be in good operating condition and shall meet all safety, DOT, and OSHA requirements. Equipment shall be neat in appearance and free of excessive grease and oil leaks. The contractor must have the capability of keeping their equipment in good operable order for the duration of the agreement or have the ability to obtain suitable replacement equipment to ensure continuous uninterrupted service. Vehicles may be subject to safety inspections at any time.

I. The contractor shall not be required to pick up hazardous materials or waste. In the event that the contractor discovers hazardous materials, the contractor shall immediately notify the contract administrator or his/her designee. The MSBSD will not be held liable for any hazardous materials or waste that may be picked up at unauthorized locations along the route of the contractor.

J. The contractor shall take all necessary precautions to prevent injury or hazard to MSBSD employees, students, or visitors and shall avoid causing unreasonable inconvenience to any person doing business on MSBSD property. The contractor shall take particular care to avoid interference with school bus loading and unloading.

K. The contractor shall conduct operations in such a manner as to avoid damage to MSBSD property or adjacent property. If any such property is damaged as a result of the contractor's operations, it shall be replaced or restored at the contractor's effort and expense and to the satisfaction of the property owner. The MSBSD reserves the right to replace or restore damaged property at the contractor's expense if such repairs are required immediately due to safety and/or security reasons, or if the contractor fails to replace or restore damaged property in a reasonable timeframe.

L. If damage to dumpsters results from mishandling by the contractor, it shall be the responsibility of the contractor to restore the dumpster to its previous condition.

M. The following shall be considered examples of non-performance:
1. Failure to respond within time limits stated herein;
2. Failure to maintain containers in a manner consistent with this contract;
3. Failure to maintain vehicles in a manner consistent with this contract;
4. Failure to maintain communications with the MSBSD;
5. Failure to clean up litter at sites;
6. Allowing litter to fall or blow from containers while en route, and
7. Any other deviation from the terms and conditions of this contract.

N. When MSBSD staff observes non-performance, the contract Administrator or his/her designee will document the non-performance in writing with a copy to the contractor. When non-performance is alleged in a citizen complaint, the MSBSD will keep a record and will forward the complaint to the contractor. The MSBSD may withhold all or a portion of the fees for a container trip in non-performance of this Agreement. Where repeated non-performance is documented, the MSBSD may terminate the contract for cause.

O. Estimated service requirements and information regarding whether dumpsters are MSBSD-owned or leased from the contractor are listed on Appendix 8, School Site

Location and Service Requirements. Please be sure to indicate lease pricing where required on Attachment C: Bid Form.

P. Pricing should be inclusive of all costs, fees, and surcharges, including but not limited to transportation costs, regulatory fees, fuel surcharges, and disposal surcharges. Landfill fees shall be handled per subsection A above.

Q. Overage charges for additional volume require substantial verification. Photographic documentation of any overages must be included with invoices.

R. In the event of temporary local landfill closures, the contractor shall be responsible for maintaining the pick-up schedule and using an appropriate alternative landfill facility at no additional charge to the MSBSD. The MSBSD will reimburse the contractor for landfill fees as per subsection A above. Invoices from landfill must be included.

S. The MSBSD reserves the right to add or remove schools/sites at any time during the life of the contract. Costs for added sites will be of similar competitive value to the sites included in the original contract.

4. CONTRACT AWARD

Contractors may bid on any service area or combination of service areas. The MSBSD will recommend award of a contract to the lowest responsive and responsible bidder for each service area. Contracts may be awarded to more than one contractor and not all schools or sites may be awarded at this time. The MSBSD reserves the right to award each service area independently.

5. CONTRACT TERM

The term of any contract resulting from this solicitation shall be for a two (2) year period beginning July 1, 2024 and ending June 30, 2026. The MSBSD reserves the right to renew the contract for three (3) additional one (1) year periods, under the same terms and conditions of the original contract upon mutual agreement between the MSBSD and the contractor. The MSBSD further reserves the right to add or remove additional schools and sites during the life of the contract.

6. CONTRACT MANAGEMENT

At the commencement of any resulting contract, the MSBSD and the successful bidder shall each designate a contract administrator. Such persons shall be the respective party's single point of contact for purposes of management of the contract. The bidder's contract administrator shall assume responsibility for the coordination of all contract issues under the contract.

ATTACHMENT B:
SPECIAL CONDITIONS FOR GENERAL BIDS

1. GENERAL INFORMATION:

No special conditions apply to this bid. See Attachment A, Scope of Services for work specifications.

ATTACHMENT C:
BID FORM

SERVICE AREA 1 - PALMER AREA:

SCHOOL / SITE	SIZE	TIPPING FEE UNIT PRICE	MONTHLY LEASE FEE	ESTIMATED FREQUENCY	TOTAL
Academy Charter	6 yard		N/A	45/year	
Birchtree Charter	6 yard		N/A	45/year	
Butte Elementary	33 yard		N/A	10/year	
Central Kitchen	33 yard		N/A	20/year	
Colony High	33 yard		N/A	20/year	
Colony Middle	33 yard		N/A	20/year	
Palmer High	33 yard		N/A	42/year	
Palmer High Shop	3 yard		N/A	42/year	
Palmer Jr. Middle	33 yard		N/A	25/year	
Pioneer Peak	33 yard		N/A	15/year	
Sherrod	33 yard		N/A	15/year	
Sutton	(2) 6 yard		N/A	42/year	
Monthly Lease Fee for (2) 6-yard Dumpsters	(2) 6 yard	N/A		12/year	
Swanson	33 yard		N/A	20/year	
Valley Pathways	33 yard		N/A	15/year	
Administration Building	33 yard		N/A	10/year	
Warehouse	30 yard		N/A	25/year	

TOTAL SERVICE AREA 1: $_____

SERVICE AREA 2 - WASILLA AREA:

SCHOOL / SITE	SIZE	TIPPING FEE UNIT PRICE	MONTHLY LEASE FEE	ESTIMATED FREQUENCY	TOTAL
Burchell High	40 yard		N/A	10/year	
Burchell Pace Portable	3 yard		N/A	20/year	
Cottonwood Creek Elementary	33 yard		N/A	20/year	
Finger Lake Elementary	33 yard		N/A	15/year	
Fronteras Charter	33 yard		N/A	10/year	

Iditarod Elementary	33 yard		N/A	15/year	
Knik Charter School	4 yard			20/year	
Larson Elementary	33 yard		N/A	15/year	
Machetanz Elementary	33 yard		N/A	15/year	
Mat-Su Career Tech High	33 yard		N/A	15/year	
Mat-Su Central School	8 yard		N/A	42/year	
Mat-Su Day School	33 yard		N/A	10/year	
Facilities Department	35 yard		N/A	20/year	
Facilities Department (Metal Only)	20 yard		N/A	4/year	
Shaw Elementary	33 yard		N/A	15/year	
Tanaina Elementary	33 yard		N/A	15/year	
Teeland Middle	33 yard		N/A	20/year	
Twindly Bridge	6 yard w/lock		N/A	42/year	
Monthly Lease Fee for 6-yard Dumpster with Locking Lid	6 yard	N/A		12/year	
Wasilla High	33 yard		N/A	52/year	
Wasilla Middle	33 yard		N/A	30/year	
Admin Annex West	4 yard		N/A	20/year	
Monthly Lease Fee for 4-yard Dumpster	4 yard	N/A		12/year	

TOTAL SERVICE AREA 2: $_____

SERVICE AREA 3 - KNIK AREA:

SCHOOL / SITE	SIZE	TIPPING FEE UNIT PRICE	MONTHLY LEASE FEE	ESTIMATED FREQUENCY	TOTAL
Dena'ina Elementary	35 yard		N/A	10/year	
Goose Bay Elementary	33 yard		N/A	10/year	
Joe Redington Sr. Jr./Sr. High	33 yard		N/A	40/year	
Knik Elementary	33 yard		N/A	10/year	
Snowshoe Elementary	33 yard		N/A	15/year	

TOTAL SERVICE AREA 3: $_____

SERVICE AREA 4 – HOUSTON AREA:

SCHOOL / SITE	SIZE	TIPPING FEE UNIT PRICE	MONTHLY LEASE FEE	ESTIMATED FREQUENCY	TOTAL
American Charter Academy	6 yard w/lock		N/A	52/year	
Monthly Lease Fee for 6-yard Dumpster with Locking Lid	6 yard	N/A		10/year	
Big Lake	33 yard		N/A	10/year	
Houston High	33 yard		N/A	25/year	
Houston Middle	40 yard		N/A	40/year	
Meadow Lakes Elementary	33 yard		N/A	20/year	
Midnight Sun	8 yard		N/A	40/year	
Monthly Lease Fee for 8-yard Dumpster	8 yard	N/A		10/year	
Willow Elementary	33 yard		N/A	10/year	

TOTAL SERVICE AREA 4: $_____

SERVICE AREA 5 - NORTH VALLEY:

SCHOOL / SITE	SIZE	TIPPING FEE UNIT PRICE	MONTHLY LEASE FEE	ESTIMATED FREQUENCY	TOTAL
Su Valley Jr./Sr. High	33 yard		N/A	14/year	
Talkeetna Elementary	6 yard		N/A	40/year	
Trapper Creek Elementary	2 yard		N/A	40/year	

TOTAL SERVICE AREA 5: $_____

PICK-UP AND CLEANING OF DUMPSTERS:

1. 2.0 cubic yard Dumpster $_____
2. 3.0 cubic yard Dumpster $_____
3. 6.0 cubic yard Dumpster $_____
4. 8.0 cubic yard Dumpster $_____
5. 20.0 cubic yard Dumpster $_____
6. 30.0 cubic yard Dumpster $_____
7. 33.0 cubic yard Dumpster $_____
8. 35.0 cubic yard Dumpster $_____
9. 40.0 cubic yard Dumpster $_____

Note: The quantities contained in this bid are estimates only. The MSBSD does not guarantee the minimum or maximum amount on any one item.

The undersigned hereby proposes to furnish Refuse Services within the locations referenced in the Bid Documents for the Matanuska- Susitna Borough School District (MSBSD) in full accordance with the documents for the consideration of the amounts as indicated on the Bid Form.

Bidding Company: _____ Date: _____

Printed Name

Representative: _____ _____

Signature Printed Name

APPENDIX 1:
ADDENDUM ACKNOWLEDGEMENT

Please sign below to acknowledge receipt of all addenda. Return this form with your bid packet. Failure to acknowledge receipt of addenda may result in a determination of your proposal as non-responsive.

If no addenda have been issued, please indicate "NONE" below.

Addendum No.	Receipt Acknowledged (Signature)	Date

APPENDIX 2:
NON-COLLUSION CERTIFICATE

The bidder certifies that:

1. The prices in this offer have been arrived at independently and neither the bidder nor any representatives of the bidder has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other bidder, firm, or person relating to:
   - Those prices;
   - The intention to submit an offer; or
   - The methods or factors used to calculate the prices offered.

2. The prices in this offer have not and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before contract award unless otherwise required by law.

3. No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

_____
Signature

_____
Printed Name

_____
Title

_____
Business Name

_____
Date

APPENDIX 3:

INSURANCE REQUIREMENT FOR CONTRACTORS

It is highly recommended that contractors and subcontractors confer with their respective insurance companies or brokers to determine if their insurance program complies with the Matanuska-Susitna Borough School District's (MSBSD) insurance requirements.

The contractor and subcontractors shall procure and maintain in force at all times during the term of this agreement, and at its own cost, the following insurance policies required hereunder. Failure to furnish proper evidence of insurance, or the lapse of insurance required under the provisions of the contract, may be grounds for termination.

The insurance companies shall be rated no less than A-7 by AM Best rating service. MSBSD reserves the right to review and revise any of the following insurance requirements, based on insurance market conditions, availability or affordability of coverage, or changes within the scope of work that applies to this contract. In addition, the MSBSD reserves the right to reject any insurance policies that fail to meet the criteria listed within this section, or insurance carriers that are in poor financial condition or become in poor financial condition during the term of this contract.

The Policies of insurance required shall include the following:

1. **WORKERS' COMPENSATION INSURANCE:**
   Workers' Compensation insurance in compliance with the laws of the State of Alaska, with Statutory Limits, and Employers' Liability insurance with a limit no less than $500,000 Bodily Injury by Accident-Each Accident, $500,000 Bodily Injury by Disease-Each Employee, $500,000, Bodily Injury by Disease Policy Limit, and any other coverage that may apply to work performed by employees in this agreement and any project hereunder.

2. **COMMERCIAL GENERAL LIABILITY INSURANCE:**
   Commercial General Liability insurance on an occurrence form with limits of liability not less than $1,000,000 per occurrence bodily injury and property damage, $1,000,000 personal and advertising injury, and $2,000,000 aggregate. Coverage shall include the following extensions: A) Contractual Liability; B) Premises/Operations; and C) Products/Completed Operations.

3. **EXCESS LIABILITY INSURANCE:**
   Contractors and subcontractors shall procure and maintain during the life of this agreement, Excess Liability insurance with a limit of liability not less than $1,000,000 per occurrence or claim, and $1,000,000 policy aggregate.

4. **BUSINESS AUTOMOBILE / MOTOR VEHICLE LIABILITY:**
   The contractors and subcontractors shall procure and maintain during the life of this agreement, Motor Vehicle Liability Insurance with limits of liability of not less than $1,000,000 per occurrence combined single limit bodily injury and property damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

5. **ADDITIONAL INSURED:**
   The following shall be listed as an Additional Insured on each policy listed except Workers' Compensation, Professional Liability, and Errors & Omissions: the Matanuska-Susitna Borough School District including all agents, assigns, subsidiaries, subcontractors, employees, and volunteers of the MSBSD.

6. **INDEMNIFICATION AND HOLD HARMLESS:**
   A. The Contractor shall indemnify, defend, and hold harmless the MSBSD from and against any claim of, or liability for, independent or sole negligent acts, errors, omissions, or willful misconduct of the Contractor under this Agreement. The Contractor is not required to indemnify, defend, or hold harmless the MSBSD for any claim of, or liability for, the independent or sole negligent acts, errors, omissions, or willful misconduct of the MSBSD. If there is a claim of, or liability for, a joint negligent act, error, omission, or willful misconduct of the Contractor and the MSBSD, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. In this provision, "Contractor" and "MSBSD" include the employees, agents, and contractors who are directly responsible, respectively, to each. In this provision, "independent or sole negligent acts, errors, and omissions" means negligence other than in the MSBSD's selection, administration, monitoring, or controlling of the Contractor, or in approving or accepting the Contractor's work.

   B. Any and all claims that might arise under the Worker's Compensation Act on behalf of the Contractor or other persons while engaged in the performance of the duties or services contemplated, and any and all claims that might be made by any third party as a result of any act or failure to act, shall be the Contractor's sole obligation and the Contractor shall indemnify and defend the MSBSD and hold it harmless from any liability for any act or failure to act on the part of the Contractor.

7. **CANCELLATION NOTICE:**
   All insurance policies, as described above, shall include an endorsement stating the following: "thirty (30) days Advance Written Notice of Cancellation or Non-Renewal shall be sent to: MSBSD, Attn: Purchasing Department, 690 Cope Industrial Way, Palmer, AK 99645.

8. **WAIVER OF SUBROGATION:**
   The insurer(s) shall agree to waive all rights of subrogation against the District, its Administrators, officers, officials, employees and volunteers for losses arising from work performed by the Contractor or any of its subcontractors for the District.

9. **CERTIFICATES OF INSURANCE:**
   The contractors and subcontractors shall provide the MSBSD two (2) Certificates of Insurance and/or copies of policies acceptable to the MSBSD for the coverage's listed herein at the time the agreements are returned for execution.

10. **CONTINUATION OF COVERAGE:**
    If any of the above coverage expires during the term of this agreement, the contractors and subcontractors shall deliver renewal certificates of insurance and/or policies to the MSBSD at least ten (10) days prior to the expiration date.

The duties required under this appendix shall survive the termination or expiration of this agreement.

APPENDIX 4:
VENDOR PAPERWORK

Please complete this form in its entirety. Any applicable supplemental documents can be attached as needed. A W-9, available at www.irs.gov/uac/about-form-w9, must be submitted with this form or the application will be denied.

Please check one: ☐ New Vendor Application ☐ Vendor Update/Change

Vendor Legal Name _____ EIN or SSN _____

Operating Name (DBA) _____

Vendor Mailing Address _____

City, State, Zip Code _____

Vendor Remit-To Address _____

City, State, Zip Code _____

Vendor Contact Name _____

Contact E-mail Address _____ Phone # _____

Vendor Website URL _____ Fax # _____

Describe the services, materials, and/or equipment to be provided:

How long have you been in business providing these services, materials, and/or equipment?Describe any special instructions for shipping to Alaska:

Do you accept Purchase Orders (POs)? ☐ Yes ☐ No

How to you prefer to receive POs? Mail ☐ Email ☐ Fax

What is your preferred method of payment? ☐ EFT ☐ Check

Do you provide services to the public? ☐ Yes ☐ No

Do you have a current Business License?Do ☐ Yes ☐ No License # _____ State _____

you have a State of AK Business License?Do ☐ Yes ☐ No License # _____

you have a Mat-Su Business License? ☐ Yes ☐ No License # _____

Are you currently an MSBSD employee? ☐ Yes* ☐ No *Stop. Complete a Conflict of Interest Affidavit.*

Are you related to an MSBSD employee? ☐ Yes* ☐ No *Stop. MSBSD employee must complete a Conflict of Interest Affidavit.*

Do you have employees? ☐ Yes* ☐ No *Do you carry Worker's Compensation insurance? ☐ Yes ☐ No*

Upon request, can you provide three (3) references from individuals/companies you have served? ☐ Yes ☐ No

Authorized Agent Signature (Required) Date Printed Name and Title

Purchasing Department Use Only:

W-9 Attached? ☐ Yes ☐ No

Pre-Pay? ☐ Yes ☐ No

Sent to Acctg.: _____

Approved? Yes ☐ ☐ No* Vendor # _____

Approved/Denied By _____

*Reason for Denial _____

Alt. Vendor # _____ Alt. Vendor Name _____

APPENDIX 5:
PROPOSED SUBCONTRACTORS AND SUPPLIERS LIST

NOTE: Please return this with your bid, if applicable. Put an "X" in the right columns indicating if the company is a sub-contractor or a supplier.

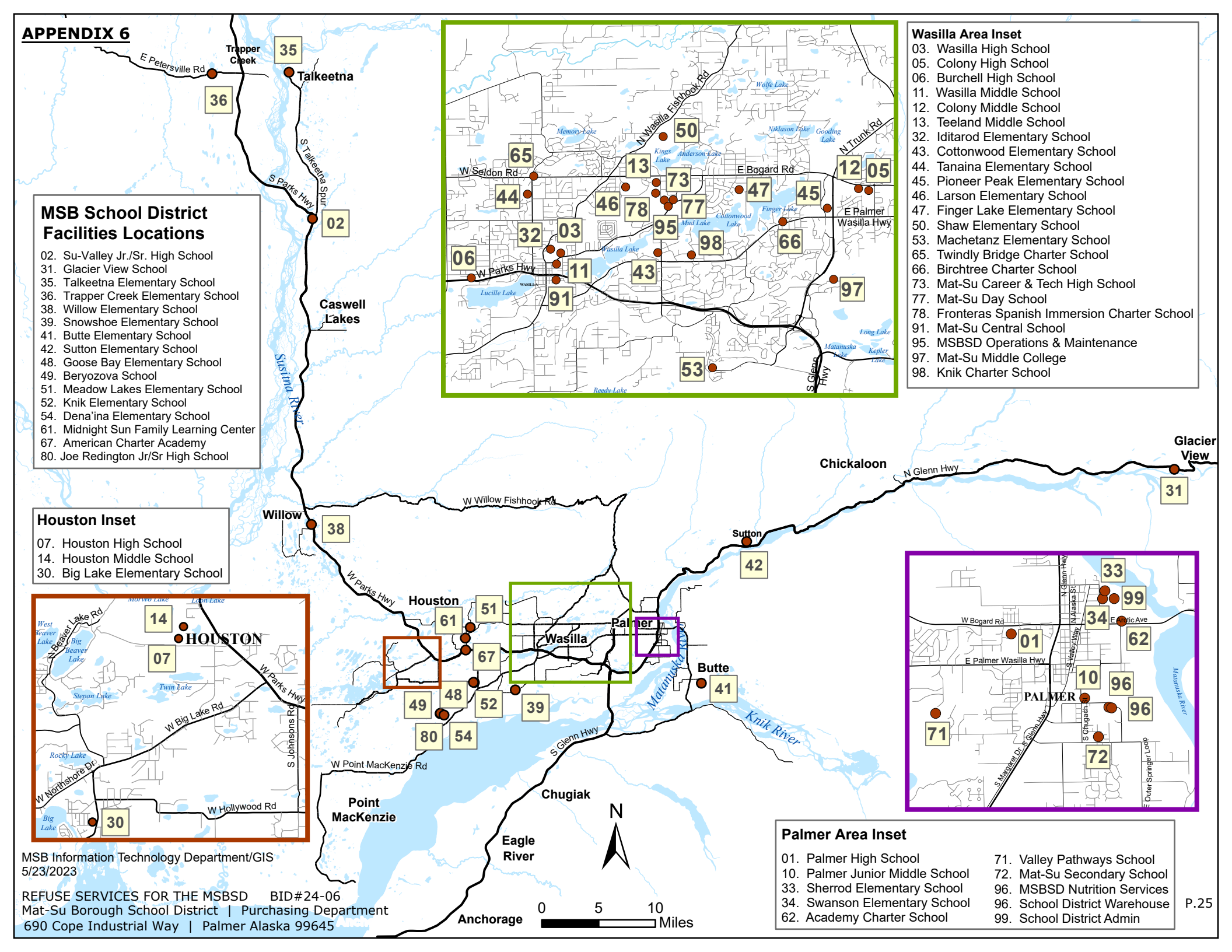
#	ITEM	CONTRACTOR NAME, ADDRESS, & E-MAIL	SUB	SUP
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Signature

Company Name

Date

APPENDIX 6



MSB School District Facilities Locations

02. Su-Valley Jr./Sr. High School
31. Glacier View School
35. Talkeetna Elementary School
36. Trapper Creek Elementary School
38. Willow Elementary School
39. Snowshoe Elementary School
41. Butte Elementary School
42. Sutton Elementary School
48. Goose Bay Elementary School
49. Beryozova School
51. Meadow Lakes Elementary School
52. Knik Elementary School
54. Dena'ina Elementary School
61. Midnight Sun Family Learning Center
67. American Charter Academy
80. Joe Redington Jr/Sr High School

Houston Inset

07. Houston High School
14. Houston Middle School
30. Big Lake Elementary School

Wasilla Area Inset

03. Wasilla High School
05. Colony High School
06. Burchell High School
11. Wasilla Middle School
12. Colony Middle School
13. Teeland Middle School
32. Iditarod Elementary School
43. Cottonwood Elementary School
44. Tanaina Elementary School
45. Pioneer Peak Elementary School
46. Larson Elementary School
47. Finger Lake Elementary School
50. Shaw Elementary School
53. Machetanz Elementary School
65. Twindly Bridge Charter School
66. Birchtree Charter School
73. Mat-Su Career & Tech High School
77. Mat-Su Day School
78. Fronteras Spanish Immersion Charter School
91. Mat-Su Central School
95. MSBSD Operations & Maintenance
97. Mat-Su Middle College
98. Knik Charter School

Palmer Area Inset

01. Palmer High School
10. Palmer Junior Middle School
33. Sherrod Elementary School
34. Swanson Elementary School
62. Academy Charter School
71. Valley Pathways School
72. Mat-Su Secondary School
96. MSBSD Nutrition Services
96. School District Warehouse
99. School District Admin

MSB Information Technology Department/GIS
5/23/2023

REFUSE SERVICES FOR THE MSBSD BID#24-06
Mat-Su Borough School District | Purchasing Department
690 Cope Industrial Way | Palmer Alaska 99645

Matanuska-Susitna Borough School District
Elementary School Calendar - Pending State Approval
2024 - 2025

S	M	T	W	T	F	S

JULY

	1	2	3	H	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

				1	2	3
4	5	6	7	8	WD	10
11	PL	PL	WD	SO	16	17
18	19	20	21	KG	23	24
25	26	27	28	29	30	31

SEPTEMBER

1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	AK	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	Q1	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

					1	2
3	PC	PL	6	7	8	9
10	V	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	H	H	30

DECEMBER

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	Q2	WD	21
22	V	V	H	V	V	28
29	V	V				

August

9	Work Day for Teachers (WD)*
12-13	Professional Learning Day (PL)*
14	Work Day for Teachers (WD)*
15	School Opens for 1-12 (SO)
22	First Day for Kindergarten and PK (KG)

September

2	Labor Day Holiday (H)*
16	AK Reads Act Day (AK)*

October

18	Quarter 1 Ends (45 Days)

November

4	**Parent Conference Day (PC)***
5	Professional Learning Day (PL)*
11	**Veterans Day (V)***
28-29	Thanksgiving Holiday (H)*

December

19	Quarter 2 Ends (39 Days)
20	Work Day for Teachers (WD)*
25	Christmas Holiday (H)*
23-31	**Winter Vacation (V)***

January

1	New Years Day (H)*
2-3	**Winter Vacation (V)***
20	Martin Luther King Jr. Day (H)*

February

10	**Parent Conference Day (PC)***
17	**Parent Conference Day (PC)***

March

6	Quarter 3 Ends (41 Days)
7	Work Day for Teachers (WD)*
10-14	**Spring Vacation (V)***

May

2	Professional Learning Day (PL)*
21	**Snow Day Makeup if needed (SN)**
22	School Closes/Quarter 4 Ends (47 Days)
23	Work Day for Teachers (WD)*

*Indicates no school for students

S	M	T	W	T	F	S

JANUARY

			H	V	V	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

						1
2	3	4	5	6	7	8
9	PC	11	12	13	14	15
16	PC	18	19	20	21	22
23	24	25	26	27	28	

MARCH

						1
2	3	4	5	Q3	WD	8
9	V	V	V	V	V	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

				1	PL	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	SN	SC	WD	24
25	H	27	28	29	30	31

JUNE

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Matanuska-Susitna Borough School District
Secondary School Calendar - Pending State Approval
2024 - 2025

S	M	T	W	T	F	S

JULY

	1	2	3	H	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

				1	2	3
4	5	6	7	8	WD	10
11	PL	PL	WD	SO	16	17
18	19	20	21	KG	23	24
25	26	27	28	29	30	31

SEPTEMBER

1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	Q1	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

					1	2
3	PC	PL	6	7	8	9
10	V	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	H	H	30

DECEMBER

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	Q2	WD	21
22	V	V	H	V	V	28
29	V	V				

August

9	Work Day for Teachers (WD)*
12-13	Professional Learning Day (PL)*
14	Work Day for Teachers (WD)*
15	School Opens for 1-12 (SO)
22	First Day for Kindergarten and PK (KG)

September

2	Labor Day Holiday (H)*

October

18	Quarter 1 Ends (46 Days)

November

4	**Parent Conference Day (PC)***
5	Professional Learning Day (PL)*
11	**Veterans Day (V)***
28-29	Thanksgiving Holiday (H)*

December

19	Quarter 2 Ends (38 Days)
20	Work Day for Teachers (WD)*
25	Christmas Holiday (H)*
23-31	**Winter Vacation (V)***

January

1	New Years Day (H)*
2-3	**Winter Vacation (V)***
20	Martin Luther King Jr. Day (H)*

February

17	**Parent Conference Day (PC)***

March

6	Quarter 3 Ends (41 Days)
7	Work Day for Teachers (WD)*
10-14	**Spring Vacation (V)***

May

21	**Snow Day Makeup if needed (SN)**
22	School Closes/Quarter 4 Ends (47 Days)
23	Work Day for Teachers (WD)*

*Indicates no school for students

S	M	T	W	T	F	S

JANUARY

			H	V	V	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	PC	18	19	20	21	22
23	24	25	26	27	28	

MARCH

						1
2	3	4	5	Q3	WD	8
9	V	V	V	V	V	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	SN	SC	WD	24
25	H	27	28	29	30	31

JUNE

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SCHEDULE 1: WASILLA AREA:

School / Site	Address	City	Leased or Owned	Service	Size	FREQUENCY (ESTIMATED)
Burchell High	1775 W. Parks Highway	Wasilla	Owned	On-Call	40 yard	10/year
* Burchell Pace Portable	1775 W. Parks Highway	Wasilla	Owned	On-Call	3 yard	20/year
* Cottonwood Creek Elementary	800 N. Seward Meridian Parkway	Wasilla	Owned	On-Call	33 yard	20/year
* Dena'ina Elementary	7068 S. Knik Knack Mud Shack Road	Wasilla	Owned	On-Call	35 yard	10/year
* Finger Lake Elementary	5931 Eek Street	Wasilla	Owned	On-Call	33 yard	15/year
* Fronteras Charter	2315 N. Seward Meridian Parkway	Wasilla	Owned	On-Call	33 yard	10/year
* Goose Bay Elementary	6400 Hollywood Road	Wasilla	Owned	On-Call	33 yard	10/year
* Iditarod Elementary	455 E. Carpenter Circle	Wasilla	Owned	On-Call	33 yard	15/year
* Joe Redington Sr. Jr/Sr High	10015 Redington Road	Wasilla	Owned	Weekly	33 yard	40/year
*Knik Charter	758 N Shoreline Dr	Wasilla	Owned	Bi-Weekly	4 yard	20/year
* Knik Elementary	6350 Hollywood Road	Wasilla	Owned	On-Call	33 yard	10/year
* Larson Elementary	2722 E. Seldon Rad	Wasilla	Owned	On-Call	33 yard	15/year
* Mat-Su Career Tech High	2472 N. Seward Meridian Parkway	Wasilla	Owned	On-Call	33 yard	15/year
Mat-Su Central School	600 E. Railroad Avenue, Suite #6	Wasilla	Owned	Weekly	8 yard	42/year
* Mat-Su Day School	2360 N. Tait Drive	Wasilla	Owned	On-Call	33 yard	10/year
* Meadow Lakes Elementary	1741 N. Pittman Road	Wasilla	Owned	On-Call	33 yard	20/year
Facilities Department	3901 Bogard Road	Wasilla	Owned	On-Call	35 yard	20/year
Facilities Department (Metal Only)	3901 Bogard Road	Wasilla	Owned	On-Call	20 yard	4/year
* Shaw Elementary	3750 E. Paradise Lane	Wasilla	Owned	On-Call	33 yard	15/year
* Snowshoe Elementary	2001 W. Fairview Loop	Wasilla	Owned	On-Call	33 yard	15/year
* Tanaina Elementary	2550 Lucille Street	Wasilla	Owned	On-Call	33 yard	15/year
* Teeland Middle	2788 N. Seward Meridian Parkway	Wasilla	Owned	Bi-Weekly	33 yard	20/year
* Twindly Bridge Charter	141 E. Seldon Road, Suite C	Wasilla	Leased	On-Call	6 yard	42/year
* Wasilla High	701 E. Bogard Road	Wasilla	Owned	Weekly	33 yard	52/year
* Wasilla Middle	650 E. Bogard Road	Wasilla	Owned	On-Call	33 yard	30/year

SCHEDULE 2: PALMER AREA:

School / Site	Address	City	Leased or Owned	Service	Size	FREQUENCY (ESTIMATED)
* Academy Charter	801 E. Arctic Avenue	Palmer	Owned	On-Call	6 yard	45/year
* Birch Tree Charter	7107 E. Palmer-Wasilla Highway	Palmer	Owned	On-Call	6 yard	45/year
* Butte Elementary	4006 S. Butte Road	Palmer	Owned	On-Call	33 yard	10/year
Central Kitchen	690 Cope Industrial Way	Palmer	Owned	Bi-Weekly	33 yard	20/year
* Colony High	9550 E. Bogard Road	Palmer	Owned	Bi-Weekly	33 yard	20/year
* Colony Middle	9250 E. Bogard Road	Palmer	Owned	On-Call	33 yard	20/year
* Machetanz Elementary	4691 E. Nelson Road	Wasilla	Owned	On-Call	33 yard	15/year
* Palmer High	1170 W. Bogard Road	Palmer	Owned	Weekly	33 yard	42/year
* Palmer High Shop	1170 W. Bogard Road	Palmer	Owned	Weekly	3 yard	42/year
* Palmer Jr. Middle	1159 S. Chugach Street	Palmer	Owned	On-Call	33 yard	25/year
* Pioneer Peak Elementary	1959 N. Trunk Road	Palmer	Owned	On-Call	33 yard	15/year
* Sherrod Elementary	561 N. Gulkana Street	Palmer	Owned	On-Call	33 yard	15/year
* Sutton Elementary	11672 N. Wright Way	Sutton	Leased	Weekly	(2) 6 yard	42/year

School / Site	Address	City	Leased or Owned	Service	Size	FREQUENCY (ESTIMATED)
* Swanson Elementary	609 N. Gulkana Street	Palmer	Owned	On-Call	33 yard	20/year
* Valley Pathways	1150 N. France Road	Palmer	Owned	On-Call	33 yard	15/year
Administration Bldg.	501 N. Gulkana Street	Palmer	Owned	On-Call	33 yard	10/year
Warehouse	690 Cope Industrial Way	Palmer	Owned	On-Call	30 yard	25/year

SCHEDULE 3: NORTH VALLEY:

School / Site	Address	City	Leased or Owned	Service	Size	FREQUENCY (ESTIMATED)
* American Charter Academy	7202 W. Parks Highway	Wasilla	Leased	On-Call	6 yard	52/year
* Big Lake Elementary	3808 S. Big Lake Road	Big Lake	Owned	On-Call	33 yard	10/year
* Houston High	12501 W. Hawk Lane	Houston	Owned	On-Call	33 yard	25/year
* Houston Middle	12801 W. Hawk Lane	Houston	Owned	Weekly	40 yard	40/year
* Midnight Sun	7275 W. Midnight Sun Circle	Wasilla	Leased	Weekly	8 yard	40/year
* Su Valley Jr./Sr. High	42728 S. Parks Highway	Willow	Owned	On-Call	33 yard	14/year
* Talkeetna Elementary	13798 E. Veterans Way	Talkeetn	Owned	Weekly	6 yard	40/year
* Trapper Creek Elementary	6742 E. Petersville Road	Trapper	Owned	Weekly	2 yard	40/year
* Willow Elementary	31706 Parks Highway	Willow	Owned	On-Call	33 yard	10/year

*** These locations will operate on the school year calendar.**