

DELAWARE VALLEY SCHOOL DISTRICT

REQUEST FOR PROPOSALS

For Five (5) Years with Option to Extend Term
September 1, 2026 through August 31, 2031

TRASH REMOVAL & RECYCLING SERVICES

Proposals Due: March 4, 2026 at 1:30PM

TERMS AND CONDITIONS:

I. INVITATION TO BID

The Delaware Valley School District invites firms to submit proposals for the Trash Removal and Recycling Services. Proposals shall be submitted in a sealed envelope marked "**Bid: Trash Removal Services and Recycling**" addressed to William Hessling, Business Administrator, Delaware Valley School District Administrative Offices, 236 Route 6 & 209, Milford, PA 18337. Any questions regarding the bid specifications should be directed to Marvin Eversdyke at (570) 296-1882. Proposals will be accepted until 1:30PM prevailing time, March 4, 2026 at which time they will be opened publicly

- A. Proposals shall be accompanied with a certified check, bank cashier's check, treasurer's check, or bid bond payable to Delaware Valley School District in an amount not less than ten percent (10%) of the total amount of the bid.
- B. Vendors should demonstrate experience in servicing school entities by including a list of references which includes a telephone number, address, and name of contact person. Consideration may be given to experience in handling trash collection for other public entities or major private sector employers. Vendors shall provide a brief history of their company.
- C. Invoicing: Invoicing of services shall be in duplicate and forwarded directly to the school district. Frequency of billings shall be monthly by the 25th of the month for processing by the end of the month which payment to be mailed by the 10th of the following month.
- D. Taxes: All school entities are exempt from federal, state, and municipal taxes. All school entities have on file a current Sales and Use Tax Exemption Certificate, which will be supplied at the time the contract is awarded. Bids submitted should not include any of these taxes.

The contractor shall be solely responsible for municipal, county, state, or federal licenses, permits and/or certificates which may be applicable.

In the event that the Ordinance, Rules and Regulations apply to the services to be performed as set forth in the Invitation to Bid, any and all costs of compliance, and/or any fines, penalties, costs and/or expenses arising from non-compliance, shall be the responsibility of the successful bidder, and there shall be no additional cost or expense the participating school districts arising out of such compliance or non-compliance. Bidders, by submitting a bid, agree to indemnify and hold school districts harmless with regard to such cost or expense.

- E. Containers: Vendors are responsible for the delivery and set up of containers at least one week prior to the effective date of the contract. Containers shall be new or "like new" condition. Containers shall be maintained in a sanitary condition throughout the terms of the contract. Proposals must include the cost of delivery, installation, and/or removal of containers.

- F. Disposal: All garbage and waste material must be disposed of in a state approved landfill and in accordance with prevailing regulations. In the event that the county or municipality in which a school entity is located has an ordinance and/or rules and regulations in effect governing collection and disposal of waste, the contractor shall be responsible for reviewing and determining the applicability of the same and for compliance therewith.
- G. Insurance: The successful vendor shall have all employees engaged in the collection and transportation of garbage waste material properly insured in accordance with the workers' compensation act. The successful vendor shall be solely responsible for General Liability Insurance in amounts of \$1,000,000/3,000,000 bodily Injury Liability and \$100,000 Property Damage Liability. Successful bidder shall furnish to the school district aforementioned certificates of insurance that names the school district as additional insured.
- H. Recycling: Recycling program shall include the preparation and filing of any reports required to comply with state and federal laws. ***The Delaware Valley School District reserves the right to require assurances indicating compliance with current recycling laws.***

II. SIGNATURE OF BIDDING VENDOR

Each bid shall contain the name and place of business of the person or persons making the bid and must be signed by a duly authorized representative of the firm submitting the bid with his or her usual signature.

III. BID SUBMISSION AND TIMELINE

All sealed proposals must be received on or before March 4, 2026 at 1:30 PM., prevailing time, at the Delaware Valley School District Administrative Offices, 236 Route 6 & 209, Milford, PA 18337 at which time they will be publicly opened. No vendor may withdraw its quotation for a period of 90 days after the date set for the opening thereof.

IV. ACCEPTANCE OF PROPOSAL

The Delaware Valley School District reserves the right to waive any informalities or irregularities in bids or proposals received and/or reject any and all bids. No rights shall accrue to any person submitting a bid until such quote has been accepted, and a contract awarded and executed in writing by duly authorized officers of the Delaware Valley School District

The successful vendor shall not assign the performance of the contract, nor any portion thereof, to others without the written consent from the Delaware Valley School District

If the contractor fails to perform satisfactorily, or to furnish safe and adequate personnel and equipment, or otherwise fails to comply with the terms of the contract, the School District may cancel the contract without prior notice and procure services elsewhere. The School District may in its discretion, offset subsequent payments.

The effective date is September 1, 2026. The terms of the Agreement shall be for five (5) years expiring August 31, 2031 with options to extend the Agreement upon mutual agreement between the winning vendors and the school district upon negotiations.

V. PENALTIES

The School District reserves the right to establish a penalty or adjustment in a set dollar amount for failure to collect trash according to their individual schedule.

VI. VISIT TO SITE

Bidders shall visit the site and become fully acquainted with the conditions and exact location of bins. The best time to pick-up is between the hours of 6:00 a.m. and 7:00 a.m.; however, overall, between 6:00 a.m. and 3:00 p.m. No claim for relief due to mistakes or omissions in bidding will be entertained and each bidder will be held to his bid.

VII. RESERVATIONS

The Delaware Valley School District reserves the right, on a limited basis, to decrease or increase the number of pick-ups as circumstances may change but will make an effort if there is a reduction to offset by additional pick-ups on weeks of heavier trash.

VIII. DISCLAIMER OF AGENCY/INDEMNIFICATION

The Contractor acknowledges that it is an independent contractor, and as such, is not and shall not be construed to be an agent or employee of the School District. The Contractor further agrees to indemnify, hold harmless and defend the School District from and against any and all liability for loss, damage or expense which they may suffer or for which they may be held liable by reasons of injury, including death, to any person or damage to any property to the extent caused by the Contractor's performance of services under this Agreement. As an Independent Contractor, The Contractor is responsible for all insurance for its employees, including but not limited to, workers' compensation, liability, etc. Neither the School District nor the Contractor is the agent of the other. Neither shall have the right to bind the other by contract otherwise.

**DELAWARE VALLEY SCHOOL DISTRICT
SPECIFICATION FOR GARBAGE & TRASH REMOVAL**

THE TERMS OF THIS PROPOSAL SHALL BE FOR A PERIOD OF FIVE YEARS, EFFECTIVE:
SEPTEMBER 1, 2026 THROUGH AUGUST 31, 2031
With Options To Extend

The Main Complex includes pick-ups at the following five locations and the pick-ups are to be (2) days a week year round.

Delaware Valley School District
Trash and Recycling

Site	Dumpster Size	Lifts / Week	Commodity
Delaware Valley Main Complex Route 6 & 209 Milford, PA 18337			
1. Delaware Valley High School Shipping/Receiving Area	(2) 8 cu. Yd.	2	Trash pick-up is currently Monday and Thursday
	(2) 8 cu. Yd.	1	Single Stream Recycling
2. Delaware Valley High School Vocational Building	(1) 6 cu. Yd.	2	Trash pick-up is currently Monday and Thursday
	(1) 6 cu. Yd.	1	Single Stream Recycling
3. Delaware Valley Middle School	(1) 6 cu. Yd.	2	Trash pick-up is currently Monday and Thursday
	(1) 6 cu. Yd.	1	Single Stream Recycling
4. Delaware Valley Physical Education Building	(1) 4 cu. Yd.	2	Trash pick-up is currently Monday and Thursday
	(1) 4 cu. Yd.	1	Single Stream Recycling

Price per Year for Trash All Four (4) Locations: \$ _____
(September 1 through August 31)

Price per Year for Single Stream Recycling All Four (4) Locations \$ _____
(September 1 through August 31)

The location of the containers on the complex will be determined by the Delaware Valley School District. Pick-ups should be made as early in the morning as possible. The best time would be between **6:00 A.M. and 7:00 A.M.** Any other time the contractor will be dealing with cars, trucks, and buses.

Dingman - Delaware Site on Route 739 in Dingmans Ferry, PA. Approximately half way between Route 209 and Interstate 84:

This site will have three pick-ups. This site also has compactors. The contractor that is awarded the bid must provide the same size compactors at the same locations. There will be approximately 9 pick-ups per year at each location.

Delaware Valley School District
Trash and Recycling

Site	Size	Lifts / Week	Commodity
Dingman Delaware Complex Route 739 Dingmans Ferry, PA 18328			
1. Dingman Delaware Middle School	20 cu. Yd. Compactor	9 / year	Trash
	(1) 6 cu. Yd. Dumpster	1	Single Stream Recycling
2. Dingman Delaware Elementary School	20 cu. Yd. Compactor	9 / year	Trash
	(1) 6 cu. Yd. Dumpster	1	Single Stream Recycling
3. Dingman Delaware Primary School	20 cu. Yd. Compactor	9 / year	Trash
	(1) 6 cu. Yd. Dumpster	1	Single Stream Recycling

	<u>Compactor Size</u>	<u>Price/Load</u>
1. Dingman Delaware Middle School	20 cubic yards	\$ _____
Recycling Dumpster - 6 cubic yard Price Per Year		\$ _____
2. Dingman Delaware Elementary School	20 cubic yards	\$ _____
Recycling Dumpster - 6 cubic yard Price Per Year		\$ _____
3. Dingman Delaware Primary School	20 cubic yards	\$ _____
Recycling Dumpster - 6 cubic yard Price Per Year		\$ _____

Shohola site on Twin Lakes Road approximately 4 miles north of Interstate 84 up Route 6 and approximately 1.5 miles in off of Route 6. This site also has a compactor. There will be approximately 9 pick-ups per year at year location.

Delaware Valley School District
Trash and Recycling

Site	Dumpster Size	Lifts / Week	Commodity
Shohola Complex 940 Twin Lakes Road Shohola, PA 18458			
Shohola Elementary School	17 cu. Yd. Compactor	9 / year	Trash
	(1) 6 cu. Yd. Dumpster	1	Single Stream Recycling

1. Shohola Elementary School

Compactor Size Price/Load

17 cubic yards \$ _____

Recycling Dumpster - 6 cubic yard Price Per Year \$ _____

Matamoras site is located next to Airport Park in Matamoras Borough at 500 Avenue S, Matamoras, PA. This site has a compactor. There will be approximately 9 pick-ups per year at year location.

Delaware Valley School District
Trash and Recycling

Site	Dumpster Size	Lifts / Week	Commodity
Matamoras Complex 500 Avenue S Matamoras, PA 18336			
Delaware Valley Elementary School	20 cu. Yd. Compactor	9 / year	Trash
	(1) 6 cu. Yd. Dumpster	1	Single Stream Recycling

1. Delaware Valley Elementary School

Compactor Size Price/Load

20 cubic yards \$_____

Recycling Dumpster - 6 cubic yard Price Per Year \$_____

Bid Form

The prices furnished are fixed prices and will not be revised arbitrarily due to changes in Federal, State, or Local law, ordinances or regulations. Any rate variations due to any circumstances must be approved by the Delaware Valley School District.

The bidder proposes to furnish all services referenced on the Specifications for the following bid prices:

TOTAL ANNUAL TRASH PRICE PER YEAR: \$ _____ (all 4 complexes)

TOTAL ANNUAL RECYCLING PRICE PER YEAR: \$ _____ (all 4 complexes)

TOTAL ANNUAL TRASH & RECYCLING PER YEAR: \$ _____ (all 4 complexes)

TRASH PRICE PER YARD: \$ _____

RECYCLING PRICE PER YARD: \$ _____

COMPACTOR PRICE PER PICKUP: \$ _____

If the school district requires adjustments to the annual price due to expansion or closing of facilities, the following costs would prevail:

<u>Type</u>	<u>Monthly Adjustment</u>
Price per yard for Trash	\$ _____
Price per yard for Recycling	\$ _____

** District reserves the right to adjust any and all pick-ups throughout the contract based on demand or other circumstances.

Bidder's Name

*Authorized Signature/Typed Name

Address

Telephone Number Date

Fax Number

E-mail

* The bidder agrees that by signing that they have carefully examined the specifications and site of the work. From the contractor's own investigation, it has satisfied itself as to the nature and location of the work, the character, quality, and quantity of surface and subsurface materials likely to be encountered, the character of equipment and other facilities needed for performance of the work, the general and local conditions, and all other matters which may in any way effect the work or its performance.

Bid form should be forward to:
Mr. William Hessling
Delaware Valley School District
Administrative Offices
236 Routes 6 and 209
Milford, PA 18337