



## Grove City Area School District Request For Proposal (RFP) Trash Removal Services

The Grove City Area School District is looking to enter into a five-year contract for refuse removal and recycling services at each of our district's building sites. Details are as follows:

**Submission and Award:** Tabulation sheets are due in the district business office no later than 2:00 pm on April 1, 2026. They may be returned by mail, fax or email. The electronic version is available upon request.

- Mail the RFP to Grove City Area School District, Attn: Beth Harris, Business Manager, 511 Highland Avenue, Grove City, PA 16127
- Fax the RFP to 724-458-7211
- Email the RFP to: [beth.harris@gcasdk12.org](mailto:beth.harris@gcasdk12.org)

### Timeline:

- April 1 – April 8, 2026
  - Staff reviews responses
- April 8, 2026
  - Recommendation at Work Session/Standing Committee Meeting for Board Review
- April 13, 2026
  - Expect to award the contract at Board Meeting

**Contact Person:** Questions about this RFP should be directed to Ray Dennis, Grove City Area School District, Director of Buildings and Grounds, phone 724-264-4157, email to: [ray.dennis@gcasdk12.org](mailto:ray.dennis@gcasdk12.org).

**Contract Duration:** The contract will begin July 1, 2026 and end June 30, 2031.

**General Conditions:**

1. The current service being provided is outlined on the enclosed sheet.
2. Pickups during the school term shall occur according to the enclosed schedules.
3. The district reserves the right to relocate the "removal area" at no additional cost with two (2) weeks notice.
4. Any additional refuse, in plastic bags, placed in front or next to the containers, shall be taken at the time of collection.
5. During the student summer vacation months, approximately June 1 through August 15, this schedule may be altered, requiring monthly billing adjustments.
6. Additional pickup requests may be phoned or emailed for each building by the maintenance department office.
7. GCASD is a non-smoking area.
8. The contractor will be liable for damage to all property and equipment. All traffic signs, regulations, and speed limits shall be strictly observed.
9. Drivers will show extreme caution when students are in the area.
10. Vehicles may not be left unoccupied without the prior removal of the ignition keys.
11. Our building locations are all located in Grove City Borough. Please be aware of the individual ordinances for trash pickup.
12. The district reserves the right to change the container size, the time and/or the frequency of the collections with two (2) weeks notice, at a fee to be mutually agreeable. In addition, the district reserves the right to deduct from the contract, based on a unit cost, for each failure to make a collection as specified or failure to keep the "removal area" clean of debris. In no event is uncollected refuse to remain at any district site for an extended time, weekend or holiday.
13. We also request the earliest pick up time for each building to avoid pickups during school hours due to safety of students in pickup area.

**Recycle:** All recycling must be handled via single stream method. District will not sort recyclables into different containers. **Contractor must define in their proposal what materials are being accepted for recycling at this time.**

**Containers:** Contractors will be obligated to provide dumpsters and recycling containers as specified on the following sheets. Containers are to be in good condition and cleaned and serviced as required to ensure sanitary and odor-free service.

**Price Breakouts:** We will be looking at cost in three segments, trash hauling, recycling and combination of the two. Monthly cost x 12 will equal annual cost, even though pickups are reduced in the summer. We are willing to discuss alternatives to the levels of service listed here as a means for reducing our costs and reserve the right to negotiate details with individual contractors to better match the equipment they use and have available. Fuel surcharges will not be automatically passed along to the district during the period of the contract.

**Building Locations:** Contractors are encouraged to visit each site listed below to confirm conditions before submitting the RFP.

**Our building addresses are:**

1. Grove City Area High School, 511 Highland Avenue, Grove City, PA 16127
2. Hillview Elementary School, 482 East Main Street, Grove City, PA 16127
3. Grove City Area Middle School, 100 Middle School Drive, Grove City, PA 16127
4. Grove City ASD Forker Field/Field House, 620 Stowe Street, Grove City, PA 16127
5. Grove City ASD Maintenance Building, 322 Oak Street, Grove City, PA 16127

**CONTRACTOR EVIDENCE OF RESPONSIBILITY:** Contractor will furnish evidence in writing that such Contractor:

- a) maintains a permanent place of business
- b) has adequate equipment, finances, and personnel to furnish satisfactory and expeditiously the work specified and
- c) is an authorized dealer which is authorized to provide necessary services and warranties for the work specified.

Contractor may not withdraw quote for a period of thirty (30) days after the date set for the receipt thereof. No rights shall accrue to any Contractor submitting a quotation until such quotation has been awarded and until purchase orders are delivered by the School District.

The successful Contractor shall not assign the performance of the contract nor any portion thereof to any other person without the prior written consent from the School District.

The successful Contractor agrees that in the event a school agency has accepted and paid for a shipment of specified item(s), but later discovers that the item(s) do not conform to specifications or requirements of the contract, the Contractor agrees to replace all of the non-conforming items with products that meet specifications and/or conform to the requirements

of the contract without extra charge to the School District.

**COMPLIANCE WITH REQUIREMENTS:** Any inability to comply with the conditions and specifications as outlined must be clearly stated in the quotation.

**AWARD – CONTRACT:** The Contractor shall provide the services. The School District reserves the right to accept or reject any quotation in whole or in part and/or to select one or more items from the quotation. The contract shall be interpreted, construed, and given effect in all respects according to the laws of the Commonwealth of Pennsylvania.

**Proposal Evaluation Criteria:**

- Price for services (total costs)
- Ability to provide services for entire district or large portion of district
- Feedback from references (submittal should provide references for comparable size accounts)

**BILLING:** Invoices shall be sent to the Business Office, Grove City Area School District, 511 Highland Avenue, Grove City, PA 16127. The School District strives to process payment to vendors within 45 days or less from the billing date assuming all goods and services are properly received.

Invoices submitted to Grove City Area School District are paid via board approved checks. The District processes payments on the 20<sup>th</sup> of the month for payment approval on the second Tuesday of the next month. Any invoices processed after the 20<sup>th</sup> of the month may be held until the following month.

**TAXES:** The School District is exempt from State sales tax and Federal excise taxes.

Grove City Area School District  
 Trash removal and Recycling Service Specifications

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<u>Site</u>	<u>Name</u>	<u>Quantity</u>	<u>Size (yards)</u>	<u>Waste Type</u>	<u>Frequency per week</u>	<u>Additional requirements</u>
1.	Grove City Area High School	1	6	Trash (compactor)	1	20 - 95 Gal trash carts will be serviced twice weekly during football and soccer seasons, weekly for track and field season.
		1	8	Trash (dumpster)	1	
		1	4	Recycle (cardboard)	1	
2.	Hillview Elementary School	1	6	Trash (compactor)	2	
		1	4	Recycle (cardboard)	1	
3.	Grove City Area Middle School	1	6	Trash (compactor)	1	
		1	4	Recycle (compactor)	1	
4.	Grove City ASD Forker Field/Fieldhouse	1	4	Trash (dumpster)	1	
		1	4	Trash (dumpster)	1	
5.	Grove City ASD Maintenance Building	1	4	Trash (dumpster)	EOW	