TOWN OF KENSINGTON, MARYLAND
REQUEST FOR BID PROPOSALS
FOR RESIDENTIAL TRASH COLLECTION AND/OR
SINGLE STREAM RECYCLING SERVICES

I. ADVERTISEMENT

Bids shall be addressed to Sanford W. Daily, Town Manager, for twice weekly residential trash collection, once per week collection and disposal of bulk trash, yard waste and **SINGLE** stream recyclables, ~~and provision of recycling containers,~~ for a period of three years, with three additional one year options, beginning, January 1, 2017 for the Town Hall and approximately 527 single family residences, and 26 street trash receptacles, as described in the specifications and other Contract documents.

Bids will be received at the Town of Kensington, 3710 Mitchell Street, Kensington, Maryland 20895, until Thursday, October 27, 2016 at 11:00 a.m., at which time and place they will be opened and read. **Bids must be submitted in hard copy.** Award of the Contract is subject to approval of the Mayor and Council of the Town of Kensington.

Copies of the Bidding Documents may be obtained at the Kensington Town Hall, 3710 Mitchell Street, Kensington, MD 20895 between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday or will be sent by email upon request. The Request for Bid Proposals ("RFP") will also be posted on the Town website, *www.tok.md.gov*. Addenda to the RFP will be posted to the Town's website.

A pre-bid meeting will be held on **Thursday, October 13, 2016, at 11 AM** at the Town Hall.

The Town of Kensington is an equal opportunity employer. Discrimination based on age, race, sex, handicap, religion, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or other unlawful basis is expressly prohibited.

The Town of Kensington reserves the right to accept or reject any and all bids based on the best interests of the Town. The contact person for this project is:

Sanford W. Daily, Town Manager
Phone: 301-949-2424,
E-mail: swdaily@tok.md.gov.

WORK REQUIREMENTS

The Contractor shall furnish all labor, materials, equipment and supervision to collect and properly dispose of the material collected in accordance with the following requirements:

A. The Contractor shall make all collections of household garbage and refuse in covered, water tight, non-leaking vehicles. Collections shall be made so as not to allow spilling of any garbage or refuse on public or private property. Any open type vehicles employed strictly for refuse collection shall be covered between points of collection and place of disposal by heavy canvas or metal. All laws and regulations of the State and Montgomery County applying to collection and disposal of trash and garbage shall be followed by the Contractor. The Contractor will pick up garbage and refuse from either the side yard or curb-side as further designated by this Contract. The Contractor shall properly dispose of any items subject to special regulation, such as air conditioners, refrigerators and the like, and shall comply with all regulations applicable to such disposal.

B. Except for the five (5) holidays designated below, the collection of trash shall be twice a week throughout the year on Tuesdays and Fridays. Single stream recycling shall be collected once per week. Yard Waste shall be collected once per week on ~~Mondays~~**Tuesdays**. Bulk item pickups shall be scheduled one day a week during one of the scheduled trash days. The Contractor shall pickup bulk items on the designated day each week upon request from Town residents. The Town and Contractor shall work together to develop a reasonable method of notifying Town residents of the day scheduled for pickup of bulk items and the telephone number for residents to call to schedule pickup. Collection days may be changed upon agreement between the Town and the Contractor.

Collection shall be curbside, unless designated by the Town Manager as a special collection. No collection will be made on the following holidays:

New Year's Day **Memorial Day**
Independence Day
Labor Day **Thanksgiving Day**
Christmas Day

When a collection day falls on a holiday observed by the Town, collection should be on the next business day unless special arrangements are made in advance. No daily collection will start prior to 7:00 AM nor continue after 4:00 PM.

In the event collection of material under this Contract is not practicable for any period, Contractor shall resume such collection of materials without unnecessary delay by completing its customary daily route, in its entirety, on such next occurring Collection Day with respect to which collection is practicable. In the event Contractor fails to complete its daily route, Contractor shall resume collection of materials by completing its customary daily route, in its entirety, on such next occurring Collection Day.

C. The Contractor shall extend all collection services to new single family dwellings in the Contract area at the Contract unit price. Contractor must promptly advice the Town Manager of any increase or decrease in the number of such dwellings within the month collections are

BID CATEGORY I – TRASH COLLECTION

MONTHLY PER UNIT CONTRACT PRICE FOR COLLECTION AND DISPOSAL OF TWICE WEEKLY TRASH FROM TOWN RESIDENCES, TO INCLUDE TOWN HALL, AND 26 STREET TRASH RECEPTCLES.

527 UNITS, **INCLUDING** TOWN HALL AND 26 STREET TRASH RECEPTACLES X PER UNIT PRICE = CONTRACT PRICE FOR:

2017 _____

2018 _____

2019 _____

For option years:

2020 _____

2021 _____

2022 _____

SURCHARGE PER DWELLING UNIT FOR SPECIAL COLLECTIONS if any:

$_____ per unit **Currently, there are no side yard collections.**

Side Yard Collection: Residences designated by the Town for Special Collection will require the Contractor to retrieve such containers from the side yard and return said containers to the same location after emptying trash/recyclables into collection vehicles.

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BID CATEGORY II - RECYCLING

MONTHLY PER UNIT CONTRACT PRICE FOR COLLECTION AND DISPOSAL OF ONCE WEEKLY COLLECTION AND DISPOSAL OF SINGLE STREAM RECYCLABLES

FROM TOWN RESIDENCES, TO INCLUDE TOWN HALL

~~ONCE WEEKLY COLLECTION AND DISPOSAL OF SINGLE STREAM RECYCLABLES~~

527 UNITS PLUS TOWN HALL X PER UNIT PRICE = CONTRACT PRICE FOR:

2017 _____

2018 _____

2019 _____

For option years:

2020 _____

2021 _____

2022 _____

BID CATEGORY III – YARD WASTE WEEKLY COLLECTIONS

MONTHLY PER UNIT CONTRACT PRICE FOR COLLECTION AND DISPOSAL OF ONCE WEEKLY COLLECTION AND DISPOSAL

PRICE PER UNIT FOR COLLECTION AND DISPOSAL OF YARD WASTE:

2017 _____

2018 _____

2019 _____

For option years:

2020 _____

2021 _____

2022 _____

BID CATEGORY IV – BULK TRASH

MONTHLY PER UNIT CONTRACT PRICE FOR COLLECTION AND DISPOSAL OF BULK TRASH /SPECIAL PICK UPS.

PRICE PER UNIT FOR COLLECTION AND DISPOSAL OF BULK TRASH /SPECIAL PICK UPS:

2017 _____

2018 _____

2019 _____

For option years:

2020 _____

2021 _____

2022 _____