

**REQUEST FOR QUOTATION  
TRASH, RECYCLE and YARD WASTE COLLECTION SERVICES FOR  
CHARTER TOWNSHIP OF PLYMOUTH FACILITIES**

**Date:** February 1, 2018  
**Owner:** Charter Township of Plymouth  
**Contact Name:** Sarah Visel, 734-414-1452  
**Sealed Bid Due Date:** Sealed bids will be accepted until:  
**2:00 pm Tuesday, February 20, 2018** at which time all bids will be publicly opened.

**Sealed Bid must be Submitted to:** Mr. Jerry Vorva  
Township Clerk  
2018 RFQ-Trash, Recycle and Yard waste  
9955 N. Haggerty Road  
Plymouth, MI 48170

**Questions:** Questions should be in writing and submitted no later than **Tuesday, February 13, 2018** to:  
  
Sarah Visel, Solid Waste & Public Service Coordinator  
Subject: 2018 RFQ - Trash, Recycle and Yard waste  
9955 N. Haggerty Road  
Plymouth, MI 48170  
OR  
Via Email:  
[svisel@plymouthtp.org](mailto:svisel@plymouthtp.org)  
Subject Line: 2018 RFQ - Trash, Recycle and Yard waste

**Description of Project:** Provide containers and collection for trash, comingled recycling (as defined below) and yard waste at Charter Township of Plymouth facilities as described on the attached bid form for the period Saturday, March 3, 2018 through Sunday, March 1, 2020. The first service date will be Monday, March 5, 2018.

**BID FORMS THAT INCLUDE FUEL RECOVERY FEE CHARGES WILL NOT BE ACCEPTED**

Please note that locations 6, 7, and 8, as noted on the attached bid form, are seasonal with scheduled pickups only eight (8) months out of the year.

The Township reserves the right to reject any or all quotes, to waive irregularities and/or informalities in any quotes, and to make an award in any manner, consistent with law, deemed in the best interest of the Township.

The Charter Township of Plymouth does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment of the provision of services and is an Equal Opportunity Employer.

**Comingled recycling for items listed below to be placed, unsorted, into one receptacle:**

Newsprint (entire contents), office paper, junk mail, magazines, corrugated cardboard, paperboard/boxboard, glass bottles and jars, #1 thru #7 plastics, steel, tin and aluminum cans. Additional items may be added or deleted as agreed to by the Township and the Contractor

# BID FORM

## 2018-2020 RFQ - TRASH, RECYCLE YARD WASTE

LOCATION	CAN SIZE	WASTE STREAM	NO. OF CANS	NO. OF COLLECTIONS	PRICING MONTHLY FEE	
					MONTHLY FEE 03/03/18 thru 02/28/19	MONTHLY FEE 03/01/19 thru 03/01/20
<b>1. Department of Public Works</b>						
46555 Port Street	8 YARD	TRASH	1	1/WEEK		
			1	ON-CALL		
<b>2. Fire Station II</b>						
41212 Wilcox	2 YARD	TRASH	1	1/WEEK		
			1	ON-CALL		
<b>3. Fire Station III</b>						
13600 Beck Road	2 YARD	TRASH	1	1/WEEK		
			1	ON-CALL		
<b>4. Township Hall</b>						
9955 N. Haggerty Road	8 YARD	TRASH	1	2/WEEK		
			1	ON-CALL		
	4 YARD	RECYCLE	1	1/WEEK		
			1	ON-CALL		
<b>5. Friendship Station</b>						
42375 Schoolcraft Road	2 YARD	TRASH	1	1/WEEK		
			1	ON-CALL		

**The following locations incur seasonal variations in the number of collections:**

					MONTHLY FEE 03/03/18 thru 02/28/19	MONTHLY FEE 03/01/19 thru 03/01/20
<b>6. Hill Top Golf Course</b>						
47000 Powell Road	8 Months 4 Months	6 YARD	TRASH	1	2/WEEK-8 Months	
				1	ON-CALL	
	8 Months 4 Months	4 YARD	RECYCLE	1	1/WEEK-8 Months	
				1	ON-CALL	
<b>7. Lake Pointe Soccer Park</b>						
14435 Haggerty Road	8 Months 4 Months	8 YARD	TRASH	1	1/WEEK-8 Months	
				1	ON-CALL	
<b>8. Township Park</b>						
46640 Ann Arbor Trail	8 Months 4 Months	8 YARD	TRASH	2 Cans	2/WEEK-8 Months	
				1	ON-CALL	
	8 Months 4 Months	4 YARD	YARD WASTE	1	3/WEEK-8 Months	
				1	ON-CALL	
	8 Months 4 Months	4 YARD	RECYCLE	1	1/WEEK-8 Months	
				1	ON-CALL	

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Printed Name & Title \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_

## CONTRACTOR INSURANCE REQUIREMENTS

Contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to Charter Township of Plymouth. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

The Contractor shall procure and maintain the following insurance coverage:

Workers' Compensation Insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

Commercial General Liability Insurance per Ordinance IX-1.02(E) with coverage in an amount not less than \$3,000,000 for injuries, including accidental death, to each person; and subject to the same limit for each person, in an amount not less than \$3,000,000 on account of each accident, and \$1,000,000 aggregate for damage to property. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.

Automobile Liability including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Additional Insured: Commercial General Liability and Automobile Liability, as described above, shall include an endorsement stating that the following shall be *Additional Insureds*: The Township of Plymouth, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed that by naming the Township of Plymouth as additional insured, coverage afforded is considered to be primary and any other insurance the Township of Plymouth may have in effect shall be considered secondary and/or excess.

Cancellation Notice: All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: Charter Township of Plymouth, Clerk's Department, 9955 N. Haggerty Road, Plymouth, MI 48170.

Proof of Insurance Coverage: The Contractor shall provide the Township of Plymouth at the time that the contracts are returned by him/her for execution, a copy of Certificates of Insurance for all coverage as listed above.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and/or policies to Township of Plymouth at least ten (10) days prior to the expiration date.

## **SOLID WASTE CONTRACTOR BOND REQUIREMENTS**

The contractor shall not commence work under this contract until they have provided a bond running to the Charter Township of Plymouth in the penal sum of not less than the amount of one-year revenue to be realized by the licensee. This amount must be consistent with the bid award amount and a new bond must be issued to be effective immediately upon the one year expiration of the initial bond so that a full bond remains in effect that is equal to the one-year revenue bid throughout the entire contract period.

The bond shall be signed by an approved surety duly authorized to do business in Michigan, and shall be conditioned on the due observance during the time of the license of all of the laws of the State of Michigan, the ordinances of the Charter Township of Plymouth and the approved rules and regulations of the Supervisor pertaining the collection, removal and transportation of solid waste and all legal rights of all persons who are served by or injured by the licensee.

Any persons aggrieved by the action of the licensee shall have the right of action on the bond for the recovery of the damages. The bond shall remain in full force and effect for a period of 90 days after the expiration or cancellation of the agreement.