

REQUEST FOR PROPOSAL

The City of Box Elder will be accepting sealed proposals to provide “Residential Garbage Service” for the City until 2:00 p.m. July 15, 2019, at the Box Elder City Hall, 420 Villa Drive at which time they will be publicly opened. This service will be for single family dwelling units within the Box Elder City limits that are billed water thru a single water meter for each dwelling unit. Multi-family apartment buildings billed water thru a master meter, commercial properties, and mobile home courts on a master meter will not be covered by this proposal. The City currently has approximately 1700 residential accounts that will be covered by this proposal.

Proposers will be asked to present a cost per unit for multiple options which will include levels of service and size of containers. The successful service provider will be required to provide new garbage collection totes with wheels for each customer to be served. The garbage collection service shall consist of guaranteed once per week pickup for each customer being served. Allowances will be made for adverse weather events however weeks with holidays will still require service in the same week. The service provider will be required to provide a modified collection schedule for holiday weeks. The service provider will be allowed to establish his own route layout. Service provider will be required to cleanup occasional spills that may occur due to wind or uncontrollable circumstances. Scavenging or salvaging of garbage items will not be permitted.

Customers will be required to place all garbage within bags within the collection totes and have totes at the edge of the public right-of-way for pickup on their scheduled days.

The service contract will be a 5-year contract subject to compliance with the contract stipulations with the potential for a 5-year extension for a total possible term of 10 years. The service provider will be required within his proposal to detail the method of service, type of equipment to be used, and any other details felt relevant for the evaluation of the proposals along with the cost per units for service. Proposals will be reviewed based upon price and method of service.

Proposers shall review all locations within the City to acquaint themselves as to all conditions to be encountered to provide the proposed service and to insure the equipment proposed for use is capable of safely operating within the established rights-of-way.

Proposers shall provide costs for the following services:

1. Service for an approximate 90-gallon tote, weekly service
2. Service for an approximate 65-gallon tote, weekly service
 - 1a. Service for an approximate 90-gallon tote, weekly service and to include the cost for a once per month bulk pickup for yard waste for six months, May thru October
 - 2a. Service for an approximate 65-gallon tote, weekly service and to include the cost for a once per month bulk pickup for yard waste for six months, May thru October

1b. Service for an approximate 90 gallon tote, weekly service, to include the cost for a once per month bulk pickup for yard waste for six months, May thru October, and to include a twice per year, June and November, bulk item pickup (furniture, construction rubble, non-freon appliances, etc., no hazardous waste items).

2b. Service for an approximate 65 gallon tote, weekly service, to include the cost for a once per month bulk pickup for yard waste for six months, May thru October, and to include a twice per year, June and November, bulk item pickup (furniture, construction rubble, non-freon appliances, etc., no hazardous waste items).

3a. Price for a bulk yard waste collection if billed per pickup by the provider

3b. Price for a bulk yard waste collection if billed per pickup thru the City.

4a. Price for a bulk rubble / appliance pickup if billed per pickup by the provider.

4b. Price for a bulk rubble / appliance pickup if billed per pickup thru the City.

Tote provided for this contract shall be new, unused totes at the start of the contract with the unique identification numbers for each tote and the service providers name.

The service provider will be required to provide assurance of valid insurances coverage with "hold harmless" language for the City of Box Elder. The Contract for service with the City shall include a "Liquidated Damages" clause which will cover occurrences where a customer did not receive service and the service provider failed to respond when notified by the City representative designated within the service contract.

If the service contract is accepted, service would be expected to begin January 1, 2020.

Customers will be required to care for totes. However, the service provider will be responsible for normal routine maintenance of totes upon notification by landowners of needed repairs. If the service provider determines damage to a tote was the result of neglect, abuse, or carelessness on the part of the customer the service provider will have the right to submit a claim to the City along with submission of formal notification to the customer that a claim for a tote has been submitted to the City. The City will bill the customer for the claim thru the normal billing process.

The service provider will be required to provide educational material for the customers detailing the service being provided, schedule for pickups, and contact information for both the City and service provider. Educational material will be required to be submitted to customers before service begins.

The service provider will also be required to provide service to the following which shall be considered incidental to the contract and included with the unit prices proposed above.

1. Garbage service to 10 (ten) City Parks for weekly pickup, 90 gallons totes.

2. Up to 10 (ten) 90-gallon totes per event for the Box Elder Bash and Salute to Ellsworth, single day events. Pickup the next business day after the events.
3. Additional 4 (four) 90-gallon totes for the Banditball baseball for service the months of May and June. Once per week pickup.

Proposals shall be submitted on forms available at the City of Box Elder.

Proposers agree their bids shall be valid for 65 days from date of opening.

Nicole Schneider,
City Finance Officer

Larry Larson,
Mayor

Published two (2) times at the total approximated cost of \$_____.

June 29, 2019

July 6, 2019