

BID SPECIFICATIONS HA-1 2023

REFUSE AND RECYCLE COLLECTION SERVICES

Bids will be received by the Board of Trustees, Village of Hammondsport, at the Village Office, 18 Water Street, Hammondsport, NY, **until 11:00 a.m. November 18, 2022**. Bids will be publicly opened at 11:10 a.m. in the Village Office, 18 Water Street, Hammondsport, NY.

Collection and removal of refuse and recyclables generated within the Village of Hammondsport from Village properties, but only such waste as is acceptable for the disposal at the Steuben County Landfill in Bath, and as defined in these specifications.

Quotes are requested on the following services for a three (3) year period described as follows:
March 1, 2023 to February 28, 2026.

Removal of all refuse/garbage from each and every parcel located within the corporate boundaries of the Village of Hammondsport, New York.

Refuse/Garbage Removal, Recycling

Weekly removal of refuse/garbage: Same day for length of contract on Monday, Tuesday, Wednesday, Thursday. State preferred day on bid sheet.

Bid will contain costs for monthly recycling and is required to be on the same day as garbage pickup.

Special Considerations

1. Service includes Village owned trash receptacles in all Parks within Village limits, the downtown business area and the Village Shop at 7976 Back Valley Road.
2. Pick up should be twice a week at all Village owned Village Parks within the Village limits and Village owned downtown receptacles for the months of July, August and September.
3. Contractor will be required to make all reasonable attempts to be in and out of the Village by 11:00 a.m. of each scheduled day.
4. Refuse must be collected by packer-type truck, and recyclables must be collected in a vehicle, which properly contains materials to eliminate the possibility of spillage.
5. **ALTHOUGH LOCATED WITHIN THE CORPORATE LIMITS OF THE VILLAGE, ALL HAMMONDSPORT SCHOOL DISTRICT PROPERTIES ARE EXCLUDED FROM THIS SERVICE.**
6. If pick-up day must be changed due to weather, or truck malfunction, it shall be the responsibility of the Contractor to notify the Village Clerk as soon as possible. If pick-up day must be changed due to holiday closing of the County Landfill, it shall be the responsibility of the Contractor to publicly notify the Village residents, at their expense, in the "Southern Tier Shopper" and by public announcement on the radio (WVIN).
7. It is expressly understood by both parties that there will be no limit as to the volume of refuse set out by any commercial or residential site. There shall be no adjustment in fees in the event that the number of commercial or residential sites are either increased or decreased throughout the term of this contract. The number of pick-ups per week is limited to the terms contained herein, but there is no limit on the volume of refuse.
8. No construction debris of any type or private contractor construction debris will be picked up.

Minimum Definitions (Note: these definitions are for Steuben County Landfill, which is not required)

Refuse – Including, but not limited to, food, colored glass, plastics (not #1 & 2's), paper (not newspaper, magazines, junk mail), office paper, cafeteria garbage, paper cups and towels, floor sweepings, rags, and waxed cardboard. **No construction debris, couches, chairs, carpet, mattresses, furniture or appliances.**

Recyclables – Tin cans, clear and green glass bottles and jars, newspapers (must be dry and maybe mixed with magazines, junk mail, glossies, catalogues & telephone books), plastic milk containers, #1 and #2 colored plastic containers, corrugated cardboard.

Insurance Requirements

The successful bidder will be required to submit a Certificate of Insurance at the following limits:

General Aggregate	\$2,000,000.
Products & Completed Operations	\$2,000,000.
Personal Injury & Advertising	\$1,000,000.
Occurrence Limit	\$1,000,000.

Automobile Policy combined single limit should be at least \$1,000,000.

Village of Hammondsport named as an Additional Insured on Contractor's Liability Policy.

Proof of Worker's Compensation Insurance must also be provided.

Contract

A contract will be given to the successful bidder, within 30 days of acceptance of bid. The contract will contain the specifications of the work to be done, the quote accepted by the Village Board, and all conditions as required by the Village. The contract, properly executed and required certificates of insurance must be on file with the Village Clerk, on or before February 10, 2020.

Payment for Services Performed

Payments to contractor will be made on every Third Wednesday of each month, commencing on March 15, 2023 with final payment made **on February 18, 2026, which represents thirty-six (36) payments to be made during the length of the contract.**

Contractor Right of Refusal

The contractor reserves the right to refuse pick-ups of any refuses which:

1. Is defined as unacceptable by the Steuben County Public Works Department, Solid Waste Division,
2. Is not packed or contained in such a way that it cannot be handled/moved by one person
3. Recyclables that have not been prepared as per Chapter 94 of the Code of the Village of Hammondsport.

Bid Form

Bids will be accepted for a **thirty-six (36) month period**, with work to commence **on March 1, 2023, and ending with a final pick-up on February 28, 2026.** Bids must be submitted on the attached Bid Form, type written, or in ink. Sealed envelope containing Bid Form must be plainly marked "BID FOR REFUSE COLLECTION", with name and address of bidder. If forwarded by mail, the sealed envelope containing the form must be enclosed in another envelope and mailed to:

**Hammondsport Village Clerk
18 Water Street
PO Box 425
Hammondsport, NY 14840**

Notice of Award

The Village Clerk will verbally notify the successful bidder within Forty-Eight (48) hours of acceptance of bid.

Other Information

1. A conditional or qualified bid will not be considered.
2. Award will be made to the lowest responsible bidder.
3. All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over the collection of refuse shall apply to the contract throughout.
4. Prevailing Wage will have to be paid to Employees of the Contractor for the hours they work in the Village only.
5. The board of Trustees reserves the right to reject any and all bids.
5. Detailed estimated cost breakdown.

HA-1 2020 BID FORM

Bid form to be submitted no later than 11:00 a.m., November 18, 2022

Name of Bidder _____

Address _____

Telephone (____) _____

Business ID _____

Additional Information: Detailed cost breakdown.

Day of the week for Garbage/Refuse Pickup: _____

Waste and Recycling is hauled to: (check one)

Bath Landfill Erwin Hornell/Wayland Other _____

We hereby submit the following bid to collect and remove refuse from the Village of Hammondsport, as per bid specifications HA-1 2017.

Recycling monthly

Total Bid Amount \$ _____

Per Month Cost \$ _____

This is to certify that the undersigned bidder complies with all federal and state provisions stipulating non-discriminatory employment and non-collusion with any other bidder.

Signed _____

Title _____

Date _____