



**TOWN OF STRATFORD  
PURCHASING DEPARTMENT  
STRATFORD, CONNECTICUT**

BID No. 2009-045

Issued : April 30, 2009

Subject : Refuse Pickup Service for Two Condominium Complexes

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED BIDS for furnishing the equipment described in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

**A. CLOSING DATE:**

Bids will be received until 3:00 pm May 21, 2009, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, Room 202, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

**B. INSTRUCTIONS:**

All proposals must be addressed to the attention of the Purchasing Agent, in a sealed envelope with bid subject and number on the face thereof. Proposals may be mailed or submitted in person. FAXED PROPOSALS ARE NOT ACCEPTED.

### **C. CONDITIONS:**

Bidders must state specifically what equipment they propose to supply, giving manufacturer's name, model number, etc. A detailed description should accompany your bid. Any exceptions to Town Specifications should be listed in your bid response.

#### **Bid Surety:**

A Certified Check, Cashier's Check or Bid Bond in the amount of \$ 3,000.00 must accompany each proposal, made payable to the Town of Stratford. No bid will be considered without this surety. Upon award or rejection of the bid, all Certified Checks or Cashier's Checks received in lieu of Bid Bonds will be returned to the bidders.

#### **Performance Bond**

The bidder to whom the contract is awarded must furnish the Town with a Performance Bond in the amount of \$5,000. This bond is to be in effect for the duration of the contract and to be made in favor of the Town of Stratford and executed by a Surety Company authorized to transact business in the State of Connecticut and conditioned for the full and faithful performance and observance by the Contractor of the conditions and terms of the contract.

#### **Insurance**

##### General Liability

Occurrence limit \$1,000,000; aggregate limit \$2,000,000. The insurance carried by the proposer shall be on form CG 00 01, or equivalent. The Town of Stratford shall be named as an additional insured on the contractor's General Liability Insurance Policy with form CG 20 10 or CG 20 33, *and* CG 20 37.

##### Automobile Liability

Combined single limit of \$1,000,000. Comprehensive automobile policy to cover all owned, hired or non-owned automobiles or vehicles.

##### Workers Compensation

The proposer must have workers' compensation and employers liability insurance as required by Connecticut and federal law, plus employers liability limits of \$1,000,000 per accident, 1,000,000 disease each employee and \$1,000,000 disease policy limit.

##### Umbrella Liability

The proposer shall have a minimum coverage of \$3,000,000 excess umbrella coverage, naming the Town as additional insured.

The proposer shall procure and pay for the insurance coverage described above and must maintain the indicated insurance for a period of two (2) years after completion of the contract. All policies shall provide for thirty (30) days written notice prior to cancellation, substantial change or nonrenewal. The successful bidder must file the required Performance Bond and an Insurance Certificate within two weeks of the date of notification of award. Failure or neglect to

do so may be considered by the Town as proof that the proposer is unable to fulfill the contract. A current insurance certificate and a copy of the endorsement or policy wording adding the Town as Additional Insured must be in the Town's possession at all times. In addition, the selected firm shall require its subcontractors, if any, to meet the same insurance requirements and to furnish the Town with similar evidence of insurance.

In addition, the proposer shall, at all times, save, indemnify and hold harmless the Town of Stratford, its officers, agents, employees and servants from liability of any nature or kind, including costs and expenses for or on account of, any patented or copyrighted equipment, materials, articles, or processes used in the performance of this contract, or on account of any and all claims, damages, losses, litigation expense and counsel fees arising out of loss or injuries (including death) sustained by or alleged to have been sustained by the public or any persons affected by the proposer's work, or by the proposer or any subcontractor, or anyone directly or indirectly employed by them while engaged in the performance of their duties in connection with this contract.

The following information should also be covered in your bid:

**Payment:** Final payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. NO partial payments will be made. Invoices covering the work specified herein should be forwarded to the Purchasing Department upon completion of the project.

**Delivery:** Please state as accurately as possible how long it will take to complete delivery after receipt of order, if you are the successful bidder.

**Taxes:** The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

**Terms:** All quotations must be F.O.B. Stratford, Conn., to the department indicated.

**Bid Award:** The bid award will be determined by a combination of price, references and equipment proposed.

#### **D. RESERVATIONS:**

The Town of Stratford may consider informal any proposal not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive defects in same proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

Michael Bonnar, Purchasing Agent

For additional information, contact Gary Catalano, at 203-385-4080

**SPECIFICATIONS:** See next page.

SCOPE OF BID:

To provide refuse pickup service to two (2) condominium complexes located in Stratford, CT., for a Two-Year period, from July 1, 2009 to June 30, 2011.

1. ORONOQUE VILLAGE CONDOMINIUMS, STRATFORD, CT:

No. of Units: 929

Type of Service: Once weekly rear yard collection

Billings: Monthly

Terms: All collected refuse to be delivered to the Town Transfer Station on Watson Boulevard. Tonnage collected will be subject to review weekly. Refuse averages approximately eight (8) tons per collection.

NOTE: Oronoque Village Condominium Association will be removing paper and other recyclable items from waste stream.

2. STRATFORD CONDOMINIUMS, 1700 BROADBRIDGE AVE, STRATFORD, CT

Type of Service: Once weekly compactor dumpster containers (3-4) 2 yard containers

Billing: Monthly

TERMS: All collected refuse to be delivered to the Town Transfer Station on Watson Boulevard. Tonnage collected will be subject to review weekly. Refuse averages approximately one (1) ton per collection.

NOTE: Stratford Condominium Association will be removing newspapers and other recyclable items from the waste stream.

OTHER TERMS AND CONDITIONS:

3. The successful bidder or bidders must comply with all State and Local Sanitary Codes related to refuse collection.
4. The successful bidder or bidders must also respond to all complaints within 24 hours of their occurrence.

5. Collection will not occur before 7:00AM or after 6:00PM. The town will determine the day of collection, which is currently on Wednesday.
6. All acceptable MSW will be picked up regardless of quantity.
7. Hauler shall provide the Town in writing with addresses at which there is an ongoing problem: for example: unsuitable materials set out for collection.
8. The hauler shall remove all spillage of refuse resulting from his carelessness and shall clean any area affected by such spillage.
9. Refuse cans or dumpsters damaged through the actions of the hauler will be replaced and the cost deducted from that month's payment to the hauler. In cases where liability is in doubt, the Mayor's decision shall be held as the final decision.
10. Hauler shall contact the Public Works Dept. daily after 12:00PM, and before 3:00PM to receive all written and oral complaints pertaining to the collection of refuse. Except in cases in which a warning sticker has been properly placed on refuse cans, the hauler shall collect materials from skipped locations within 24 hours after complaint was reported, regardless of fault.
11. All vehicles must be kept neat, clean and in first class operating condition and are subject to inspection by a Town representative prior to the start of any route.
12. Refuse cans shall be replaced where found, with care being taken not to block road, driveways or otherwise create a nuisance.
13. Any breach of this contract of sufficient nature to warrant loss of performance bond and caused by carelessness, neglect or unworkmanlike behavior may, at the Town's sole discretion, subject the hauler to a reasonable deduction in compensation, not to exceed \$100 per complaint. Such performance includes, but is not limited to, skipping of a collection site without good cause, leaving acceptable refuse behind, either in containers or scattered on public or private property.
14. The hauler shall be responsible for any damage to private property caused by his agents or vehicles. If such damages are not replaced or repaired within the (10) days of receipt of written notice, the cost of such repair or replacement shall be deducted from the monthly payment due the hauler. In cases where the contractor's liability is in doubt, the Mayor's decision shall be held as the final decision.
15. Submit separate price for each condominium complex. The Town will award a separate contract on each condominium complex, and reserves the right to award each complex to a different contractor, should that be in the best interests of the Town of Stratford.
16. Each bidder shall submit with his bid a list of the equipment and personnel they will commit to provide the pickup service for each location.

17. Each bidder shall include with his bid a list of condominium complexes currently serviced by their company, with references by name and phone numbers.

**OPTION TO RENEW:**

All bidders are requested to include an option to renew the contract at the end of the initial two-year period for another one-year period, and state the costs for that optional renewal. This renewal will be totally at the discretion of the Town of Stratford.

TOWN OF STRATFORD

BIDSHEET

BID #2009-045

Contract from 7/1/2009 to 6/30/2011 for ORONOQUE VILLAGE CONDOMINIUM COMPLEX:

OUR PROPOSAL: We will provide service as specified for the sum of \$\_\_\_\_per month.

Contract from 7/1/2009 to 6/30/2011 for STRATFORD CONDOMINIUMS, 1700 BROADBRIDGE AVE., STRATFORD:

OUR PROPOSAL: We will provide service as specified for the sum of \$\_\_\_\_per month.

OPTION TO RENEW FOR AN ADDITIONAL YEAR:

Oronoque Village Condominium Complex @ \$\_\_\_\_\_per month.

Stratford Condominiums @ \$\_\_\_\_\_per month.

COMPANY:\_\_\_\_\_

ADDRESS:\_\_\_\_\_

\_\_\_\_\_

PHONE:\_\_\_\_\_

AUTHORIZED SIGNATURE:\_\_\_\_\_

PRINT NAME:\_\_\_\_\_

You must supply at least three (3) references, business name, contact and phone number:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_