



**NORTHFIELD CENTER TOWNSHIP  
9546 BRANDYWINE ROAD  
NORTHFIELD CENTER, OH 44067**

**SOLID WASTE DISPOSAL  
SPECIFICATIONS AND BID REQUIREMENTS**

**BID OPENING: Monday, August 31<sup>st</sup>, 2020**

**BID Deadline: Friday, September 18<sup>th</sup>, at 12 Noon**

## LEGAL NOTICE TO BIDDERS

Pursuant to ORC 505.27(2)(a)(i), Notice is hereby given that the Board of Trustees of Northfield Center Township will accept sealed bids for SOLID WASTE DISPOSAL AND RECYCLING for Northfield Center Township until **September 18, 2020, at 12 noon**, in accordance with the Bid Specifications on file at the Township offices, 9546 Brandywine Road, Northfield Center, OH 44067, (330) 467-7646, and available at [townadministrator@northfieldcenter.com](mailto:townadministrator@northfieldcenter.com). Bid specifications may be obtained during normal weekday business hours. The bids will be publicly opened and read aloud on Monday, September 21<sup>st</sup>, at 5 pm.

Bids must be accompanied by a bid bond, signed by a Surety Company authorized to do business in the State of Ohio in the amount of Ten Thousand Dollars (\$10,000.00) or by a certified check on a solvent bank as a guarantee that, if the bid is accepted, a contract will be entered into and the performance of it properly secured. If such proposal is accepted, the bidder will, within ten (10) days after notice of acceptance, enter into a contract and properly secure the performance thereof by a bond of an acceptable surety company in the amount of One Hundred Thousand Dollars (\$100,000.00) to cover the performance of the contract.

The Trustees reserve the right to reject any and all bids, as well as the option to award the contract and study all bids; awarding the contract no more than thirty (30) days from September 18, 2020.

By Order of the

Board of Trustees  
Northfield Center Township

**NORTHFIELD CENTER TOWNSHIP**  
**SOLID WASTE DISPOSAL**  
**SPECIFICATIONS AND BID REQUIREMENTS**  
**5-YEAR CONTRACTUAL AGREEMENT**

It is the general intent and purpose of the Township of Northfield Center, Summit County, Ohio, to provide a comprehensive garbage and rubbish system, whereby the successful bidder will be awarded the contract to collect and dispose of garbage, rubbish, and recyclables within the Township of Northfield Center, as specified.

The Township recognizes its responsibility in the areas of public health, sanitation, and environmental concerns to provide for the prompt and efficient collection and disposal of garbage, rubbish, special rubbish items, and recyclables produced by its residents; and the Township desires to enter into a contract, whereby such service shall be undertaken by an independent collector acting on behalf of the Township to permit more effective and efficient administration of the Township requirements. Such service shall be available to all residential units within the Township. In order for the Township to engage a contractor who will provide a thorough and efficient collection service at the lowest and best possible rate, the Township has determined to advertise for bids for such contract and that such contract shall include curbside recycling.

**PART I**

**GARBAGE, RUBBISH SPECIAL RUBBISH COLLECTION AND RECYCLABLES**

I. **DEFINITIONS**

- A. Residential Unit: The term “residential unit” shall mean the place or abode of a person or persons living separately or as an independent family as single-family units.
- B. Garbage: The term “garbage” means all wastes from the preparation, cooking and dispensing of food for human consumption; all fish, fowl, fruit, vegetable, animal, or other matter which was intended to be used as food for human consumption including condemned foods, excess fruit from trees, excess vegetables from gardens and items of a similar nature; and all wastes from the preparation, cooking and dispensing of food for the consumption by domestic animals including dogs, cats and similar pets.
- C. Rubbish: The term “rubbish” means all household goods and refuse resulting from normal household activities; rags, glassware, crockery and bottles, whether broken or not, tin cans, paper, newspaper and magazines, grass cuttings, hedge cuttings, shrubbery trimmings, leaves and fireplace ashes, wood not over forty-eight (48) inches in length, barrels, packing material, carpeting, leather goods, rubber goods, excelsior, straw, metal cooking utensils, toys, porcelain, shoes, clothing, cardboard, tree trimmings, trees and tree limbs under forty-eight (48) inches in length, furniture, springs, mattresses, appliances, dishwashers, dryers, water boilers, hot water tanks, trunks and scrap metals. (In accordance with H.B. 592).

D. Special Rubbish Items: The term “special rubbish items” shall be defined as stones, asphalt, gravel, broken or whole bricks, concrete and other refuse from repairs, alterations or new construction of buildings and sidewalks or tree limbs, tree trunks, or shrubbery over forty-eight (48) inches in length. The Contractor shall not collect these items unless the resident makes separate arrangements with the Contractor for removal.

E. Recycling: Recyclables shall be collected curbside on a weekly or bi-weekly basis.

Processing of Recyclables. The Contractor shall deliver all Recyclable Materials to an established Material Recovery Facility or Recycling Facility for processing. The facility must be identified on the **Bid Form 4: Recycling Processing Facility Information.**

F. Disposal site: A refuse depository including, but not limited to sanitary landfills, transfer stations, incinerators, and waste processing/separation centers, licensed, permitted or approved to receive for processing or final disposal of refuse and dead animals by all government bodies and agencies having jurisdiction and requiring such licenses, permits and approvals. The contractor shall provide for the delivery of all recyclable materials to an established material recovery facility or recycling facility. The facility must be identified on the bid forms.

Appliances and Freon-Containing Appliances: The Contractor shall collect and recycle all metal appliances (white goods) and shall provide the proper removal of any refrigerant contained in any refrigerators, freezers, air conditioners and dehumidifiers that are collected and provide documentation, upon request, to verify the proper removal of refrigerant.

G. Refuse and recycling collection bins shall be provided at no charge to the Township, **both at the Town Hall, 9546 Brandywine Road, and the Service Department, at 8484 Olde Eight Road.**

## II. COLLECTION

A. Collection hours for all residential units of Northfield Center Township shall be from 7:00 a.m. to 5:00 p.m. Collection days shall be as currently scheduled on Thursday. Should the designated day for pick-up fall on a recognized Holiday, or after a Holiday in that week, collection shall occur on the following day, based on the regular schedule. There shall be NO collection pick-up on Sundays.

All Resident complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed collection, the Contractor shall investigate and, if such allegations are verified, shall arrange for the collection of the Solid Waste and Recyclable Materials within twenty-four (24) hours after the complaint is received. Contactor shall regularly update the Township on such complaints and their resolution and provide the Township a contact number for such complaints.

B. Garbage, rubbish, and recycling shall be placed at the curb in proper containers within close proximity to each other and in a location easily accessible to the

collection crew. Special rubbish items shall be placed on the curb or tree lawn with prior notification to the contractor by the resident.

- C. In the performance of the collection of all refuse material, the Contractor shall provide the correct number of personnel per truck, as required.
- D. Should the collection crew spill any rubbish while collecting it, they shall take the responsibility of cleaning the spilled garbage.
- E. The collection crew shall return all empty rubbish containers to the area from which they were and shall follow the standard garbage can policy set forth by the Contractor. No cans shall be permitted to be thrown when empty.
- F. The timely collection pursuant to the set schedule is essential to the public health, safety, and welfare of the residents of the Township of Northfield Center.
- G. The Contractor MUST IMMEDIATELY notify the Township of any unusual circumstances prohibiting the collection crew from picking up any rubbish. The best method for contacting the Township is via the Administrator's e-mail address: [townadministrator@northfieldcenter.com](mailto:townadministrator@northfieldcenter.com).

### III. PREPARATION AND STORAGE OF GARBAGE AND RUBBISH

- A. Contractor shall provide each residential unit scheduled for curbside pick-up, for which the Contractor has the responsibility to collect garbage, rubbish and special rubbish items two separate containers: One container for garbage and rubbish and one container for recyclables.
- B. Any items not appropriate for the Contractor-provided containers or that exceed the capacity of the container shall be placed at the curb in such a way as to facilitate the handling of such items. Items are to be kept contained until the time of pick-up. Residential units shall be permitted to leave rubbish and garbage in other containers/bags at the curbside.

### IV. SPECIAL PROVISIONS

- A. Residents, who are physically disabled shall furnish proof of such disability and shall receive special yard service at the same cost as curbside pick-up.

### V. DISPOSAL

- A. The method of disposal shall be left to the discretion of the Contractor, provided, however, that such disposal shall be at a sanitary landfill approved by the State of Ohio, Ohio E.P.A., and the County Board of Health in which such landfill is located. Furthermore, the method of disposal shall follow the guidelines set forth by H.B. 592 and provide recycling for the residents of the Township of Northfield Center.
- B. Best Available Technology:  
A landfill engineering design feature which employs the best current methods in construction, operation, and maintenance of facilities to minimize negative

environmental impact. As described in OAC 3745 and 40 CFR Subpart D, Section 258 including such items as:

1. Composite liners consisting of recompacted soil and a geomembrane.
2. A leachate collection system
3. A groundwater monitoring system
4. Upon closure, a composite cap

Disposal:

All residential refuse collected for disposal by the contractor shall be hauled to a B.A.T. site. All charges shall be included in the rate set forth in the bid for each residential unit serviced by the Contractor.

- C. It is further required that the Contractor provide the Township Administrator for Northfield Center with a quarterly report of the total tonnage and/or yardage of solid waste and total tonnage of recyclables picked up within Northfield Center during that quarter.

VI. PAYMENT

- A. It is requested the bid for Northfield Center Township contract shall include the company Billing the residents of Northfield Center for rubbish pickup (See Community Outline Attached)
  1. The categories for billing shall be as follows:
    - a. Regular curbside customer
    - b. Senior Citizen curbside customer
    - c. Backyard customer
    - d. Backyard pick-up for Senior Citizen customer
    - e. Backyard pick-up for Handicapped customer

Please include a Senior Citizen Discount for all households with a household member who is 65 years or older. The discount will be made and requested directly with the qualifying resident. Contractor is responsible for processing all discounts and verifying qualifications.

VII. RESIDENT NOTIFICATION

- A. The contract shall be awarded, based on the direct billing by the Contractor. The Contractor shall take the responsibility and expense of notifying the residents of the Township of Northfield Center the following:
  1. Pick-up schedule for affected Holidays
  2. Specific guidelines pertaining to the Contractor
  3. Any other pertinent information deemed necessary

VIII. COMPLAINTS

- A. Work shall be accomplished in such a manner as not to create a “nuisance.”
- B. The Contractor shall provide a toll-free telephone exchange service and shall be prepared to receive calls during normal business hours. An answering machine may be acceptable for problems after normal business hours.

All Resident complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed collection, the Contractor shall investigate and, if such allegations are verified, shall arrange for the collection of the Solid Waste and Recyclable Materials within twenty-four (24) hours after the complaint is received.

IX. INSPECTION OF RECORDS

- A. The Contractor shall maintain proper records relating to the collection of garbage, rubbish, and special rubbish in the Township of Northfield Center. Upon reasonable notice by the Township Administrator, the Contractor shall make available the books relating to work performed to the Township of Northfield Center.

X. EQUAL OPPORTUNITY EMPLOYER

- A. The Contractor shall not discriminate against any person employed by or seeking employment with the Contractor because of race, creed, color, sex, or national origin and shall comply with all applicable ordinances, statues, and regulations of the Township, State, or Federal Government, relating to equal employment opportunities.

XI. WORKERS' COMPENSATION

- A. The Contractor shall at all times during the term of the contract comply with Workers' Compensation Laws of the State of Ohio, shall pay such premiums as may be required, and shall hold the Township harmless from any and all liabilities arising from or under said laws. The Contractor shall furnish, at the time of the execution of the contract and annually, as of the anniversary date of such contract, to the Township Administrator, proof of compliance with said laws.

XII. SANITARY REGULATIONS AND LICENSES

- A. The Contractor shall perform the contract in compliance with all applicable ordinances, resolutions, statutes, and rules and regulations now existing or as hereafter enacted or promulgated. In addition, the Contractor, at his expense, shall acquire and file all licenses, permits, and certificates.

XIII. INDEMNITY AND INSURANCE

- A. The Contractor shall indemnify and hold harmless the Township and all of its executives, representatives, officers, agents, employees, successors and assigns, jointly and separately, of and from all lawsuits, actions, payments, costs, charges, damages, judgments, or claims and demands of any character name or description occasioned by or attributable to any injuries or damages received or sustained by

any person, persons, or property by reason of any act, omission, neglect or misconduct of said contractor, his agents or employees in the performance of and under the contract, including any injuries or damages received or sustained by any customer and the Township and/or Contractor relating to providing the collection and disposal service.

- B. The Contractor shall at the time of execution of the contract furnish the Township with a copy of an endorsement of his liability insurance policy covering all trucks and other equipment to be used in performing the contract, and on his public liability insurance policy covering all trucks and other equipment to be used in performing the contract, and on his public liability insurance policy covering bodily injury to third parties such endorsement to name the Township of Northfield Center as co-insured with the Contractor under said insurance policies. The limits of such insurance for bodily injury shall not be less than One Million Dollars (\$1,000,000.00) for each person and not less than Three Million Dollars (\$3,000,000.00) for each accident. Such insurance shall be maintained in force by the Contractor, at his expenses, throughout the term of the contract and any renewal term and certificates of such insurance shall be provided to the Township at the expiration of each policy term.

#### XIV. EXPERIENCE

- A. Each bidder may be asked to submit evidence satisfactory to the Township that he has the necessary resources and experience to operate a garbage and rubbish collection system pursuant to the conditions of the contract and specifications including, but not limited to the following:
1. That the bidder maintains a permanent place of business.
  2. That the bidder has suitable financial means to meet the obligations incidental to the performance of the contract.
  3. That the bidder maintains or contracts with a service department or firm to make all repairs or adjustments that may be required on the equipment to be used under this contract.
  4. The number of employees proposed to be used in the performance of this contract and duties and responsibilities of the various classes of employees.
  5. The municipalities or other subdivisions where the bidder has operated a garbage and rubbish collection system and period of time such system was or has been operated in each subdivision.

#### XV. DISQUALIFICATION OF BIDS

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of a bidder and the rejection of the proposal:

- A. Evidence of collusion among bidders



- B. Lack of competency, as revealed by either financial statements, experience, or equipment statements as submitted, or other factors deemed relevant by Northfield Center Township
- C. Lack of responsibility as shown by past work, judged from the standpoint of workmanship as submitted
- D. Default on a previous municipal contract for failure to perform

XVI. TERM OF CONTRACT

- A. The contract of service shall be for a period of five (5) years, commencing on December 1, 2020, and ending on November 30, 2025, as mutually agreed upon by Northfield Center Township and the Contractor.
- B. The Contractor shall not assign, underlet, or sublet this Contract or any part thereof, without the written consent of the Board of Trustees of Northfield Center Township, and in the event that such consent of the Board of Trustees of Northfield Center Township be obtained, the Contractor and its Surety shall be liable for the faithful performance of this contract for the remainder of the term.
- C. Five (5) year contract, with language that allows, “the contracts to automatically extend for successive additional one (1) year terms unless either party notifies the other party in writing not less than ninety (90) days prior to the initial five (5) year extension term or any successive one (1) year term of its intention to terminate this contract.” Any written notices shall be served by a certified or registered mail, return receipt requested.

XVII. RATES

- A. Each bidder shall submit with his proposal a rate schedule to the Township for providing pick-up service to each curbside and backyard service collection.
- B. No increase in rates shall be considered unless State statutes are adopted which significantly affect rubbish collection rates. Tipping fees increases may only be passed on and shall only be acceptable after a ninety (90) day notice. There shall be no fuel surcharge.
- C. The bidder is expected, before submitting a proposal, to familiarize himself with the Township and base his bid on the number of residents served.

XVIII. PROPOSAL

- A. All bids shall follow the guidelines outlined in the legal advertisement submitted to the newspapers of local distribution.
- B. The corporation, partnership, joint venture, or individual name of the bidder must be signed by the bidder or an authorized officer, agent or employee. In the case of a corporation, the title of the signing officer must be stated and such officer must be duly authorized to sign such proposal. In the case of a partnership, the signature of an attorney-in-fact, accompanied by Power of Attorney, must be duly attached to the bid.

XVIX. BID BOND

- A. Each proposal must be accompanied by a Bid Bond, signed by a Surety Company authorized to do business in the State of Ohio in the sum of Ten Thousand Dollars (\$10,000.00) or, in lieu thereof, by a certified check on a solvent bank drawn and made payable to the Township of Northfield Center in the sum of Ten Thousand Dollars (\$10,000.00) as a guaranty that if the bid is accepted, a contract will be entered into and the performance of it properly secured. The bond or certified check of unsuccessful bidders shall be promptly returned to such bidders following the award of a contract. Upon execution of the contract and the posting of a proper performance bond and filing the required insurance certificates by the successful bidder, his bid bond or certified check shall be returned. If the successful bidder fails to sign a written contract and post a proper performance bond and insurance certificates with the Township within ten (10) days after the date of the award of the contract, the Township shall be entitled to the bid bond or certified check as liquidated damages.

XX. PERFORMANCE BOND

- A. Within ten (10) days after the contract has been awarded, the successful bidder shall submit a Performance Bond, signed by a Surety Company authorized to do business in the State or Ohio and as approved by the Summit County Prosecutor's office, in the amount of One Hundred Thousand Dollars (\$100,000.00). Such Performance Bond shall cover performance of the Contract for the terms thereof.

XXI. DEFAULT AND RESCISSION

- A. It is expressly understood that the diligent execution of the terms of this contract is extremely important to the preservation of the public health and upon default of the Contractor for any reason whatsoever, the Township reserves the right to immediately employ the necessary personnel and equipment to remove the said material and to charge the cost incurred to the contractor, holding the Contractor and his Surety responsible for those costs incurred.
- B. It is expressly agreed that in the case of default, in addition to the actual cost of the collection and disposal of all material, that the Township shall charge to the contractor and his Surety the sum of Two Hundred Dollars (\$200.00) per day which is not to be considered as a penalty, but is to defray the cost of the supervision of the work made necessary by the default of the Contractor.
- C. Should any default be made in any of the agreements, herein, on the part of the Contractor, the Township reserves the right to rescind this contract and terminate the same by giving ten (10) days' notice to do so and which notice shall state the cause of the said default. After ten (10) days, the Board of Trustees will give the Contractor a hearing and after the hearing the determination of the Board of Trustees shall be absolute and final. Upon the rescission of the said contract, all rights of the Contractor in said contract shall cease and terminate; and the Township shall have the right to hold the Contractor and his Surety liable for any

and all extra damages that the Township may suffer by virtue of the rescission of said contract.

- D. This rescinding provision is made on account of the vital interest of the Township in the public health and welfare of its inhabitants, which necessitates this contract be carried out according to the letter and spirit of the terms set forth not to have a Contractor who would violate this contract with the Township and threaten the public health of the Township of Northfield Center.

XXII. NOTICE

- A. The terms of the Legal Notice for Bids are hereby incorporated by reference.

XXIII. WITHDRAWAL OF BIDS

- A. Any bidder may withdraw his bid at any time prior to the schedule time for Opening of bids.

XXIV. REJECTION OF BIDS

- A. The Board of Trustees reserves the right to reject any or all bids if deemed in the best interest of the Township of Northfield Center. The Board of Trustees reserves the right to accept or reject any or all bids. Any award and contract authorized to be entered into will be made to the lowest and/or best bid and, in making the award, the Township reserves the right to consider all elements entering into the question of determining the responsibility of the bidder. Any bid which is incomplete, conditional, obscure, or which contains additions not called for, or irregularities of any kind may be cause for rejection of bid. The Township reserves the right to request additional information with respect to the qualifications of the Bidders, which must be provided to the Township in writing within five (5) days of any such request.

The Township reserves the right to: reject any and all Bids; reject any part or parts of any Bid; waive any informalities or irregularities in the Bid; and reject any Bid not prepared and submitted in accordance with these Instructions to Bidders. All Bids will be evaluated to determine if the Bidder is responsive.

XXV. AWARD OF CONTRACT

- A. The Board of Trustees reserves the right to waive informalities or irregularities in the bids received and to hold and study all bids for a period not to exceed thirty (30) days and during which time bidders may be required to furnish additional information as to satisfy the Board. The said bidder is to be adequately prepared to fulfill the terms of the contract.
- B. The Board of Trustees reserves the right to accept the contract in whole or in part in accordance with the individual bids outlined in the attached schedule.
- C. The right is reserved by the Board of Trustees to award the contract to the person or persons who can best show proficiency in the work proposed by past experience

and deemed by the board to be the best qualified to efficiently perform the work required.

XXVI. BIDDER’S QUALIFICATION STATEMENT

- A. Bidders must present evidence to the Board (when required to do so) that they are fully competent to have the necessary facilities and pecuniary resources to complete the work called for by these specifications in a satisfactory manner and during the time specified.

XXVII. NON-COLLUSION AFFIDAVIT

The bidder shall execute the Non-Collusion Affidavit.

BY ORDER OF THE  
BOARD OF TRUSTEES OF  
NORTHFIELD CENTER TOWNSHIP

\_\_\_\_\_  
Chair Trustees

\_\_\_\_\_  
Fiscal Officer

**BID FORM 1**

**Bidder Identification, Qualifications and References**

**Bidder Identification:**

Name of Company Submitting Bid: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Name and Title of Individual Responsible for the Administration of a Contract, if awarded:

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Qualifications Statement: (Attach to Bid Form 1)**

Describe company (corporate) qualifications, experience and capacity to perform the Residential Solid Waste Collection, Disposal and Recycling Services and identify the management employees who will supervise performance of the Contract and describe their experience or provide resumes. This information will enable the Township to judge the responsibility, experience, and capability of the Bidder.

**References:**

Provide three (3) references of current customers receiving similar services as described in this Invitation to Bid.

Contracting Authority: \_\_\_\_\_

Contract Contact and Phone Number: \_\_\_\_\_

Contract Term and Description: \_\_\_\_\_

\_\_\_\_\_

Contracting Authority: \_\_\_\_\_

Contract Contact and Phone Number: \_\_\_\_\_

Contract Term and Description: \_\_\_\_\_

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Contracting Authority: \_\_\_\_\_

Contract Contact and Phone Number: \_\_\_\_\_

Contract Term and Description: \_\_\_\_\_



## **BID FORM 3**

### **General Collection Information**

**Provide the following information in the space below or attach additional pages if needed:**

1. Describe the methods the Bidder will use to establish the collection routes and the collection day for the Township.
  
2. Indicate your proposed collection day for the Township.
  
3. Describe the method to estimate the weight of Solid Waste, Recyclable Materials and Yard Waste collected within the Township if the Bidder will co-mingle Solid Waste or Recyclable Materials in the same vehicle used to collect solid waste and recyclable materials generated in communities other than the Township.
  
4. Explain the Bidder's customer service department and how customer questions and complaints are addressed including hours of operation and local phone number.



**BID FORM 4**

**Recycling Processing Facility Information**

Identify the facility the Bidder will use to process Recyclable Materials during the term and potential extension terms of the Contract.

**RECYCLING PROCESSING FACILITY**

Name of Facility: \_\_\_\_\_

Owner of Facility: \_\_\_\_\_

Street Address: \_\_\_\_\_

Facility Manager: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Operating Hours: \_\_\_\_\_

**BID FORM 5**

**Solid Waste Transfer and Disposal Facility Information**

Identify the Solid Waste Landfill(s) that will be used for the disposal of Solid Waste from the Township for the term and possible extensions of the Contract.

**SOLID WASTE TRANSFER STATION**

If a Solid Waste Transfer Station will be used to receive Solid Waste and/or Recyclable Materials in the performance of this Contract, complete the following information for that facility.

Name of Facility: \_\_\_\_\_

Owner of Facility: \_\_\_\_\_

Street Address: \_\_\_\_\_

Ohio EPA Solid Waste Facility Identification Number: \_\_\_\_\_

Facility Manager: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Operating Hours: \_\_\_\_\_

**SOLID WASTE LANDFILL**

Complete the following information regarding the Solid Waste Landfill that will receive the Solid Waste collected from the Township.

Name of Facility: \_\_\_\_\_

Owner of Facility: \_\_\_\_\_

Street Address: \_\_\_\_\_

Ohio EPA Solid Waste Facility Identification Number: \_\_\_\_\_

Facility Manager: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Operating Hours: \_\_\_\_\_

Number of years of airspace remaining at this Landfill at current fill rate under existing permits.

\_\_\_\_\_

**BID FORM 6**

**Bidder's Representations and Warranties**

Each Bidder by submitting a Bid represents and warrants to the Township the following:

1. Bidder has read and understands the Bid Documents and the Bid is made in accordance therewith.
2. Bidder, prior to submitting a Bid, has familiarized itself with the Residential Solid Waste Collection, Disposal and Recycling Services requested.
3. Bidder will provide Residential Solid Waste Collection, Disposal and Recycling Services in compliance with all federal, state and local laws, ordinances, rules and regulations that may in any manner affect costs, progress or performance of the Residential Solid Waste Collection and Recycling Services.
4. Bidder shall not discriminate, by any reason of race, color, religion, sex, age, disability, national origin, or ancestry, against any person or employee in the hiring and supervision of employees for the performance of Residential Solid Waste Collection and Recycling Services.
5. Bidder is incorporated in or authorized to do business in the State of Ohio.
6. Bidder warrants that the Solid Waste Transfer Station, Solid Waste Landfill, Recyclable Material Processing Facility, or legitimate Recycling Facility is in operation and to the best of Bidder's knowledge will remain in operation during the term and any potential extension of the Contract.

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Signature

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Printed Name, Title

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Date

**BID FORM 7**

**Personal Property Tax Affidavit**

STATE OF OHIO

COUNTY OF \_\_\_\_\_, SS:

The Affiant, being first duly sworn, states that he/she is the

\_\_\_\_\_  
(Title and Name of company)

And that he/she or \_\_\_\_\_  
(Name of company)

was:

(1) Not charged with any delinquent personal property taxes on the general tax list of personal property of \_\_\_\_\_ County, Ohio, at the time of submitting the Bid for Residential Solid Waste Collection, Disposal and Recycling Services.

(OR)

(2) Charged with delinquent personal property taxes on the general tax list of personal property of \_\_\_\_\_ County, Ohio, at the time of submitting the Bid for Solid Waste Collection, Disposal and Recycling Services and attached hereto is a statement setting forth the amount of such due and unpaid delinquent taxes and any due unpaid penalties and interest thereon.

FURTHER AFFIANT saith naught

COMPANY AFFIANT and TITLE

\_\_\_\_\_  
Sworn to before me, a Notary Public, this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public

My Commission Expires:

**EXHIBIT F:**

**NOTICE TO PROCEED**

To:

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

**PROJECT DESCRIPTION: Residential Solid Waste Collection and Recycling Services.**

You are hereby notified to commence the Residential Solid Waste Collection, Disposal and Recycling Services in accordance with the Contract dated \_\_\_\_\_, 2020, on or before December 1, 2020 and you are to continue to provide the Residential Solid Waste Collection, Disposal and Recycling Services until midnight, November 30, 2025.

By: \_\_\_\_\_

Dated: \_\_\_\_\_

**ACCEPTANCE OF NOTICE**

Receipt of the above Notice to Proceed is hereby acknowledged

By \_\_\_\_\_ this

\_\_\_\_\_ day of \_\_\_\_\_, 2020

By: \_\_\_\_\_

Title \_\_\_\_\_

## BID INFORMATION

- A. List points of differences where subject bid proposal does not comply with the specifications as set forth above:
  
  
  
  
  
  
  
  
  
  
- B. List names of those municipalities and contact persons with which you have experience, and the period of time each system was or has been in operation:
  
  
  
  
  
  
  
  
  
  
- C. List current refuse collection equipment owned by bidder, age of equipment, and where it is maintained:
  
  
  
  
  
  
  
  
  
  
- D. Location of sanitary landfill to be utilized for the disposal of refuse collected in Northfield Center Township:
  
  
  
  
  
  
  
  
  
  
- E. State the type of recyclables to be collected.
  
  
  
  
  
  
  
  
  
  
- F. Discuss how curbside recycling will work and the recyclables that will be collected.

**NORTHFIELD CENTER TOWNSHIP**

**BID FORM**

**BID FORM- BASED ON THE RUBBISH PROVIDER BILLING THE RESIDENTS, NOTIFYING RESIDENTS OF CHANGES IN COLLECTION AND SERVICE, COLLECTING DATA OF NEW RESIDENTS AND RESIDENTS DISCONTINUING THEIR SERVICE AND WORKING WITH RESIDENTS DIRECTLY IN HANDLING COMPLAINTS PERTAINING TO RUBBISH**

A. Monthly cost per single-family for weekly curbside pickup of garbage and rubbish (Approximately 2,000 plus active participants) as of December 1, 2020.

**Regular**

Year 1            \$ \_\_\_\_\_  
Year 2            \$ \_\_\_\_\_  
Year 3            \$ \_\_\_\_\_  
Year 4            \$ \_\_\_\_\_  
Year 5            \$ \_\_\_\_\_

**Senior Citizen**

Year 1            \$ \_\_\_\_\_  
Year 2            \$ \_\_\_\_\_  
Year 3            \$ \_\_\_\_\_  
Year 4            \$ \_\_\_\_\_  
Year 5            \$ \_\_\_\_\_

**Backyard**

Year 1            \$ \_\_\_\_\_  
Year 2            \$ \_\_\_\_\_  
Year 3            \$ \_\_\_\_\_  
Year 4            \$ \_\_\_\_\_  
Year 5            \$ \_\_\_\_\_

**Handicapped Senior Citizen (Backyard)**

Year 1            \$ \_\_\_\_\_  
Year 2            \$ \_\_\_\_\_  
Year 3            \$ \_\_\_\_\_  
Year 4            \$ \_\_\_\_\_  
Year 5            \$ \_\_\_\_\_

**B. Northfield Center Township Safety Building**

9546 Brandywine Road

Northfield Center, OH 44067

2- 2 yard Dumpsters (One at Township hall and a Second at Service Building)

Pick-up weekly

Residents out of town for a period of four (4) weeks or more may receive a pro-rated credit on the waste disposal bill:            Yes \_\_\_\_\_            No \_\_\_\_\_

**BID CONTRACTOR INFORMATION**

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE AND ZIP CODE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_ TELEPHONE # \_\_\_\_\_

FAX # \_\_\_\_\_ E-MAIL \_\_\_\_\_



**NON-COLLUSION AFFIDAVIT**

This affidavit is to be filled in and executed by the bidder:  
If the bid is made by a Corporation, then by its Chief Officer.

STATE OF OHIO \_\_\_\_\_ )

SS

COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ being first duly sworn, deposes and says that

he is \_\_\_\_\_ (sole owner, a partner, president, secretary, etc.) of, the party making the foregoing bid; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation, that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid and has not directly or indirectly colluded, conspired, connived or agreed with any bidder or anyone else, to put in a sham bid, or that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the price of said bidder or any other bidder, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in such bid are true and further, that said bidder has not directly or indirectly submitted his bid price or any breakdown thereof or divulged information or data relative thereto or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with the said bidder in his general business.

Signed

\_\_\_\_\_

Name/Title

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 2020

Seal of Notary

\_\_\_\_\_

Notary Public

**NORTHFIELD CENTER TOWNSHIP**

**CONTRACT AGREEMENT**

This **AGREEMENT** entered into as of the \_\_\_\_ day of October, 2020, by The Township of Northfield Center, Summit County, Ohio and \_\_\_\_\_

WHEREAS, Northfield Center Township advertised for bids in accordance with the specifications enclosed; and,

WHEREAS, on October \_\_\_\_, 2020, the Board of Trustees duly awarded the contract for rubbish disposal collection to CONTRACTOR it being the lowest and best bidder.

NOW THEREFORE BE IT COVENANTED AND AGREED BY THE PARTIES AS FOLLOWS:

SECTION 1. CONTRACTOR. agrees to furnish all labor and equipment necessary to accomplish rubbish disposal collection within Northfield Center Township in accordance with the proposal submitted by CONTRACTOR and as specified and referred to in the advertisement and attached specifications, which are also on file with the Fiscal Officer. Said proposal, together with the aforesaid Notice to Bidders and specifications are incorporated into this AGREEMENT and made a part of this AGREEMENT as if rewritten herein.

SECTION 2. This AGREEMENT shall be for a five (5) year period commencing December 1, 2020 and ending November 30, 2025.

SECTION 3. CONTRACTOR. agrees that all work be done pursuant to this AGREEMENT and shall be performed in a good and workmanlike manner.

SECTION 4. In accordance with the faithful performance of this AGREEMENT, CONTRACTOR. shall directly bill the residents of Northfield Center Township those amounts outlined in the attached proposal for which Northfield Center Township shall have no liability. CONTRACTOR shall be responsible for all collection from customers.

SECTION 5. CONTRACTOR. shall attach hereto a statement, affirmed under oath, that CONTRACTOR. was not charged at the time the bid was submitted or at any subsequent time with any delinquent personal property taxes on the general tax list of personal property, or if CONTRACTOR was charged with delinquent personal property tax on such tax list, they shall also

set forth the amount of such due and unpaid delinquent taxes and any due and unpaid penalties and interest thereon.

SECTION 6. The laws of the State of Ohio shall govern this AGREEMENT.

NORTHFIELD CENTER TOWNSHIP

By \_\_\_\_\_

Paul Buescher, Chair

By \_\_\_\_\_

Richard Reville, Vice Chair

By \_\_\_\_\_

Russ Mazzola, Trustee

By \_\_\_\_\_

Andy LaGuardia, Fiscal Officer

Date \_\_\_\_\_

CONTRACTOR.

By \_\_\_\_\_

Date \_\_\_\_\_