

**1ST AMENDMENT TO EXETER BOROUGH'S
REQUEST FOR BIDS (RFB)**

**Municipal Solid Waste
MSW Collection and Disposal Services**

ISSUED BY:

**Borough of Exeter
Luzerne County, PA**

Issued April, 2025

REQUEST FOR BIDS

MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL SERVICES

The Borough of Exeter will receive sealed bids for municipal solid waste collection and disposal services at the Exeter Borough Municipal Building 1101 Wyoming Avenue, Exeter, PA, until 3:30 p.m. on **May 30, 2025**. The bids will be opened publicly at 7:00 p.m. on **June 3, 2025** and read aloud during the regularly scheduled Exeter Borough Council meeting. It is the bidder's responsibility to have all bid proposals delivered on time. No late proposals will be accepted. Sealed Bids must be mailed or hand-delivered. Faxes are not acceptable.

The bid proposal and all bid specifications are available at the Exeter Borough Municipal Office, Monday through Friday, between the hours of 9 a.m. and 3:00 p.m. Prospective bidders must register with complete name, address, and contact information in order to receive bid documents. Any addenda to these bids will be emailed to the email address provided by the prospective bidder at this time. No changes to the bid shall be issued any later than five (5) days before the bids are opened.

A bid bond in the form of a certified check from a secure and responsible bank made payable to Exeter Borough, or a bid bond acceptable to the solicitor in the amount of 10% of the first year's bid, is required at the time of bid submittal.

Within twenty-one (21) days of the awarding of the contract, the successful bidder shall furnish a performance bond in the amount of 100% of the total contract price. Additional details concerning this requirement are contained within the bid document.

The Bidding and Contract Schedule is as follows:

Last Day for Questions:	<u>May 23, 2025</u>
Bids Due:	<u>May 30, 2025</u>
Bids Opened in Public:	<u>June 3, 2025</u>
Contract Awarded:	<u>June 3, 2025 (subject to satisfactory bid review)</u>
Start of Collection:	<u>July 1 2025</u>

The Borough reserves the right to reject any or all bids received. The Contractor must bid on all services requested. The failure to do so may result in the bid's rejection.

The Contractor is required to ensure that employees and subcontractors are not discriminated against because of race, age, religion, gender, national origin or disability.

Amy Huntington – Borough Manager

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1. GENERAL INFORMATION

This Request for Bids (RFB) is issued by the Borough of Exeter, Luzerne County, PA. Prospective bidders must follow all directions contained within this document, and follow all guidelines and parameters established by the Commonwealth of Pennsylvania Department of Environmental Protection (DEP) regarding the disposal of MSW, and the provisions of the Luzerne County Solid Waste Plan. The Contractor will be responsible for the collection and disposal of Municipal Solid Waste (MSW) collected in Exeter Borough.

Exeter Borough contacts are as follows:

Amy Huntington, Borough Manager, 1101 Wyoming Ave, Exeter PA 18643
Phone: 570-654-3001, ext 4
manager@exeterborough.com

Any addenda shall be given to those prospective bidders who provided all required information upon receipt of the original bid documents. The addenda shall be sent via certified mail, return receipt required, to all who requested bid documents.

No response to questions shall be binding upon the Borough unless that response is made in writing.

Any addenda or changes shall become part of the Contract Documents or Specifications and shall be binding upon each bidder, in evaluating the contract, and it shall be required in performance of the contract.

The number of residential units and properties, as well as the solid waste, recycling, and yard waste tonnages provided, and any other data given in this document, are for informational purposes only. These numbers, data, as well as descriptions provided, may vary throughout the time frame. The information provided represents the best available data which the Borough can provide at the current time in order to help the Bidder ensure the accuracy of the bid.

2. SUBMITTAL OF BIDS

All bids must be submitted on the documents provided in this bid packet not later than the time and date specified in the Request for Bids (RFB) document, and shall be enclosed in an envelope which is securely sealed and labeled as follows:

Exeter Borough 2025 Trash Collection Contract

Bidder's Name and Address: _____

All bids shall be addressed to:

**Exeter Borough, Attn. Amy Huntington, Borough Manager, 2025 Municipal Waste Contract
1101 Wyoming Avenue
Exeter, PA 18643**

Bids shall include all information required on the sheets provided as attachments, including the bid Pricing Form and Questionnaire.

Any clarification or question concerning the Bid Documents must be submitted to the Borough Manager by May 23, 2025, either by phone or email. Responses will be sent to all bidders via email.

3. QUALIFICATIONS OF BIDDERS

All bidders must fill out the Bidders Information sheets attached to this contract.

Bidders must comply with all Commonwealth of Pennsylvania, Luzerne County, and Borough of Exeter Rules and Regulations, and show proper hauler licensing by the Commonwealth. Failure to do so may cause cancellation of the bid contract by the Borough.

4. REJECTION OF BIDS

The Borough may reject any or all bids, and rebid these services, for a number of reasons, any reason, or no reason, including:

- (a) Evidence of collusion among the Bidders
- (b) Evidence of criminal activity
- (c) Failure to comply with the provisions stated in the RFB
- (d) Inability of the Bidder or Bidders to perform the duties as described in these documents

5. CONTRACT OVERVIEW

This RFB includes MSW collection and disposal as required by Exeter Borough. The term, services and options selected will be based upon the bid price and the ability of the hauler to deliver the best service to the Borough. Under this contract, the Borough will seek bids for a maximum of **THREE (3) 30 gallon bags** collected each week from each household unit. The bidder shall add price for **Bulk Item tags**, for residents to purchase in order to dispose of items of garbage, such as larger appliances, or other garbage which does not conform to regular weekly pickup. The bidder shall also provide a price for **Extra Bag Tags**, in the event a resident has more than three bags in any particular week.

Each prospective bidder must bid on all options to be considered for the contract.

Here is a short summary of the items under bid consideration:

6. Term, Length of Contract for MSW; Option to Renew

Bidders are asked to provide bids for one-and-one-half (1-1/2) years, two-and-a-half (2-1/2) years, and three-and-a-half (3-1/3) each with two (2) one-year options to renew, corresponding to the following dates:

1-1/2 year: July 1, 2025 through December 31, 2026

2-1/2 year: July 1, 2025 through December 31, 2027

3-1/2 year: July 1, 2025 through December 31, 2028

Option 1: January 1-December 31

Option 2: January 1, December 31

Each bidder will provide prices as requested on the bidder's price form. The option to extend the contract will be made by the Borough sixty (60) days before the end of year term of the contract, at which time the Borough will provide the Contractor with written notice that it is extending the contract.

7. MSW Collection Schedule

Collection will take place once per week per household unit on Wednesdays each week, unless the Contractor and Borough Manager decide otherwise. Any changes in this schedule must be approved by the Borough Manager.

Collection service is to begin after 6:00 a.m. and will terminate by 9:00 p.m. There will be no Saturday or Sunday collection of curbside MSW. Any changes to this schedule must be approved in advance by the Borough Manager.

8. Disposal of Collected MSW

MSW must be disposed of at a landfill approved by the PA Department of Environmental Protection (DEP) to accept this type of waste and included in the Luzerne County Act 101 Plan., https://files.dep.state.pa.us/waste/recycling/recyclingportalfiles/County_Plans/Luzerne/Luzerne_2021.pdf Successful bidder must provide evidence of its relationship with its bid package.

9. Waste Collection

The Contractor will also provide two dumpsters for trash collection, one at the Borough garage at 150 Slocum Street, and one at the Municipal Building, 1101 Wyoming Avenue.

Once a schedule has been established, there shall be no variation, except in the case of a force majeure event, approved in advance by the Borough Manager, after which the Contractor shall resume collections immediately.

On regularly scheduled Holidays, MSW collection is deferred until the next calendar day.

Exeter Borough will continue to provide all recycling and yard waste collection, which is not include in the scope or consideration of this bid package.

2. DESCRIPTION OF BOROUGH

The following description of Exeter Borough is provided to assist the hauler in better understanding the demographics of the municipality.

Exeter Borough:

Exeter Borough encompasses approximately 4.6 square miles. Located in the northern end of Luzerne County, approximately 11 miles south of the City of Scranton, the Borough's population was 5,514 (as of the 2020 Census). The Borough is part of Wyoming Area School District.

Table 1 shows demographic data for Exeter Borough. *(Information by U.S. Census Bureau.)*

Table 1 – Demographic Data – Exeter Borough

2020 Census Statistics

Housing Units	2,856
Households	2,457
Vacant Units	n/a
Median Home Value	\$132,000
% Below Poverty Limit	12.8%
Owner Occupied	79%
Renter Occupied	86%
Per Capita Income	\$34,008

3. CHANGES TO EXISTING CONTRACT

The Hauler must meet with the Borough Manager to negotiate any change to the bulk waste collection, for example, mattresses, appliances furniture or similar.

Small Business:

This contract will include the collection of trash from small residential-type businesses which are located in homes, such as small offices, beauty shops, and similar. The Contractor is also responsible for collection from small nonprofits located in the Borough, VFW, fire department, ambulance, churches, and similar.

Schedule and Routing:

The Contractor and Borough Manager will determine the most efficient collection schedule and routing for trash collection, and present the options to the Borough and its representatives for final approval.

4. FORCE MAJEURE

Once a schedule has been established, there shall be no variation except in the case of a force majeure event, after which the Contractor shall resume collections as soon as possible.

4.1. HOLIDAYS

The Borough will observe the following Holidays. On these days, there will be no recycling or trash collection: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

Please indicate in the bid if there will be any additional holidays that would delay pickup service for MSW. The Borough must approve any additional holidays.

On these Holidays, collections are deferred until the next calendar day.

4.2. SUPERVISION

The Borough requires that the Contractor have a supervisor in charge of collection during the times of collection, from 6:00 a.m. to 9:00 p.m. The Borough must be able to contact the supervisor during work hours. The Contractor will provide the Borough with a name, phone number, and email address, and provide a person responsible to handle all complaints or questions.

The Borough Manager will serve as contact on all matters relating to trash collection. Residents will call the Borough with any and all complaints, at which time the Borough will call the Contractor's supervisor or their representative to report problems.

4.3. COLLECTION EQUIPMENT

Vehicles used for the collection of trash shall be in proper working order, enclosed as to prevent leakage or loss of liquid. There shall be no trash or debris falling from the vehicle. They shall be inspected per Commonwealth of Pennsylvania guidelines, and be clean and sanitary in appearance.

The Contractor shall have an adequate number of vehicles to perform regular collection services. Each vehicle shall be clearly marked with the company name and phone number.

4.4. RIGHTS OF THE BOROUGH

- (a) The Borough reserves the right to waive immaterial defects in any bid when awarding bids.
- (b) The Borough reserves the right to reject any or all bids.
- (c) The Borough reserves the right to re-advertise for new bids.
- (d) The Borough will select the bid which is most favorable to its residents.

4.5. WITHDRAWAL OF BIDS

A Bidder who submits a bid waives the right to withdraw the bid for sixty (60) days unless the Bidder presents the Borough with evidence that there is some overriding reason for the withdrawal of the bid. The Bidder may not lower, raise, or alter the bid at any time after it has been received and opened by the Borough at the advertised bid opening. The Bidder who is permitted to withdraw a bid may not serve as subcontractor to another Bidder.

4.6 DEDUCTIONS FOR VIOLATION OF CONTRACT

The Borough has the right to deduct from payments made to the Contractor the following amounts of liquidated damages for the following violations:

VIOLATION	
Refuse not collected per house, per occurrence	\$100.00
Complaints not attended to, per occurrence	\$100.00
Rude conduct by Contractor's employees, inappropriate behavior or foul language	\$100.00
Trash containers or recycling bins thrown in street	\$100.00
Spillage of refuse in roadway with failure to clean street immediately	\$100.00
Property Damage	Billable at time and material rate

4.7. NONCOMPLIANCE WITH CONTRACT / TERMINATION OF CONTRACT

Failure of the Contractor to perform the collections required by this contract, for reasons other than a force majeure event approved in advance by the Borough Manager, shall be grounds for termination of the contract.

Failure to maintain the performance bond, insurance policies, and licenses as required by this contract are grounds for termination of contract.

4.8. BID SECURITY

Bidders shall include Bid Security in the amount of ten percent (10%) of the full term of the longest term (3-1/2 years) of contract bid and two one-year option terms. Any Bid received without the required Bid Security shall be rejected. The Bid Security may be in the form of (1) a bank cashier's check payable to Exeter Borough and drawn on a United States bank, or a Continental United States branch of a foreign bank acceptable to the Borough; (2) a Surety Bond from a Pennsylvania licensed surety, in form and substance satisfactory to the Borough and issued by a surety company which is listed in the most recent revision of U.S. Treasury Department Circular 570, with its underwriting limitations therein stated at least equal to \$40,000,000 and signed by its Pennsylvania licensed resident agent of the company, accompanied by a power of attorney of the surety company dated the date of the Surety Bond and otherwise in form and substance acceptable to the Borough. The penal sum of the Bond shall be in a specific dollar amount representing ten percent (10%) of the full amount (term) of the Contract, including any option years, and the Bond must be signed by a Pennsylvania licensed resident agent on behalf of the Surety.

4.9. PERFORMANCE BONDS

The successful Bidder shall be required to furnish a bond for the faithful performance of the entire term of the Contract (1-1/2 years, 2-1/2 years, 3-1/2 years) in the amount of One Hundred Percent (100%) of the total Bid price of the alternative selected by the Borough, to be reduced proportionately each year to reflect performance to date so that the amount of the bond remaining at the end of each year will cover the remaining years on the Contract.

All bonds shall be filed with the Office of the Manager of the Borough no later than sixty (60) days prior to the commencement of the new bond year. Said bond shall be that of an approved surety company authorized to transact business within the Commonwealth of Pennsylvania, and proof of same shall be submitted to the satisfaction of Borough Council. Agents of the bonding company shall furnish the necessary power of attorney bearing the seal of the company and evidencing the agent's authority to execute the particular type of bond to be furnished, as well as the right of the surety company to conduct business in the Commonwealth of Pennsylvania.

4.10. CONSENT OF SURETY

Each Bid shall be accompanied by a Consent of Surety from an approved surety company that is licensed to conduct business in the Commonwealth of Pennsylvania and listed in the most recent revision of the U.S. Treasury Department Circular 570, with its underwritten limitation therein stated at least equal to \$40,000,000. The Consent of Surety shall state that the surety company in question unconditionally agrees to furnish the required Performance Bond and any other bond which is made a condition of the awarding of the Contract. The Consent of Surety must specify and guarantee the full amount of the Performance Bond to be submitted. Each Consent of Surety must include the surety's most recent available financial statement. Failure to provide the required Consent of Surety at the time that the Bid is submitted shall preclude a Bid from being considered for acceptance.

4.11. LIABILITY INSURANCE

Each Bidder shall submit with its Bid a Certificate of Insurance issued by an insurance company/ insurance broker satisfactory to the Borough evidencing the existence of the mandatory minimum coverages required by this section.

The Certificate of Insurance shall designate and name the Borough as an additional insured and shall, at a minimum, provide the following coverages:

- A. General Public Liability Insurance (non-automotive) for personal injury and damage to property shall not be less than \$3,000,000 for each occurrence and \$5,000,000 aggregate and for property damage in the amount of \$500,000; Umbrella/Excess coverage limits may be used to meet these requirements.
- B. Automobile Liability Insurance, including primary combined single limit coverage and excess auto liability coverage shall not be less than \$1,000,000 for each occurrence and for property damage in the amount of \$50,000; Umbrella/Excess coverage limits may be used to meet the requirements. Coverage to include Form CA99 48 Pollution Liability – Broadened Coverage.
- C. Workers' Compensation coverage shall not be less than the statutory minimum, and employer liability coverage shall not be less than \$1,000,000 for each occurrence. Claims based on statutory constitutional requirements, those claims commonly called civil rights claims.
- D. Umbrella/Excess Liability coverage shall not be less than \$10,000,000.
- E. Pollution Liability Coverage shall not be less than \$2,000,000 per occurrence or \$4,000,000 aggregate.

The aforesaid policies of insurance and others that may be necessary to comply herewith shall be maintained in the amounts set forth above and shall, inter alia, name the Borough as an additional insured and be designed to protect the Borough from any and all claims for damages of any kind or any nature whatsoever, including, but not limited to, wrongful death, which may arise from the obligation of the Contractor in the performance of its Contract, whether such obligation be controlled by the Contractor itself or by someone either directly or indirectly employed by the Contractor for the purpose of accomplishing some obligation incumbent upon the Contractor by the terms of the Contract.

All insurance policies maintained hereunder shall be issued by an insurance carrier licensed and authorized to do business in the Commonwealth of Pennsylvania. Said policies shall remain in full force and effect until the expiration of the terms of the contract or until completion of all duties to be performed hereunder by the Contractor, whichever shall occur later. Such insurance policies shall be on an "occurrence basis," with the exception of pollution coverage, which may be on a "claims made" basis. Insurance written on a "claims made" basis, other than pollution liability, shall not satisfy the requirements of this agreement. The Contractor shall deposit with

the Borough Manager the original policies of insurance herein referred to or true copies thereof prior to commencing work under the Contract.

Each and every policy of insurance maintained in accordance with the terms of the Specifications or the Contracts entered thereunder shall carry with it language to the effect that the insurance carrier will convey to the Borough, by certified mail, return receipt requested, written notice of any modifications, alterations or cancellations of any such policy or policies or the terms thereof; and said written notice must be received by the Borough at least sixty (60) days prior to the effective date of any such modification, alteration or cancellation. If such modifications fail to meet the minimum requirements set forth herein, the Contractor shall be deemed to be in default and the Borough shall terminate this agreement as of the effective date of said change, and insurance coverage and the surety on the Performance Bond may be held responsible by the Borough for the resulting losses. Failure to provide the required Certificate of Insurance in compliance with all of the above requirements at the time that the Bid is submitted shall preclude a Bid from being considered for acceptance.

It shall be the responsibility of the Contractor in obtaining the aforesaid insurance coverages to obtain policies which shall protect the Borough from any and all claims whatsoever in nature regardless of the deviation of said claim and regardless of whether the same are directed toward the recovery of damages for personal injury, property damage, or any other claim of damage which may be incident to the same.

5. DEFINITIONS

Borough – Municipal Government of the Borough of Exeter.

Borough Council – Council of the Borough of Exeter or its designated representative. In this document, they shall be called “Council.”

Bulk Waste – Normal discarding of large items such as furniture, appliances mattresses, and other items which cannot be placed inside a trash bag or garbage can. Under this contract, bulk waste also includes any white goods (appliances) which do not contain Freon or which have had Freon removed by a certified vendor. Bulk waste does not include construction or demolition waste, or electronics which have been banned from a landfill.

Contractor – This shall mean the business, partnership, company, or private entity performing municipal solid waste collection in the Borough of Exeter under this contract.

Electronics – Includes electronic discards such as computers, monitors, printers, televisions, audio equipment, and other electronic-type devices.

Force Majeure Event – An event over which neither party has any control, including “Acts of God” such as natural disasters like hurricanes, flooding, tornadoes, major fires, or similar. Force majeure also includes events beyond the reasonable control of either party in addition to “Acts

of God,” such as events that are beyond reasonable or predictable control.

Municipal Solid Waste or Solid Waste (MSW) – Any garbage, trash, refuse, and other similar material, including solid, liquid, semi-solid or contained gaseous material resulting from the operation of residential or community activities. MSW also includes lunchroom or office waste generated in an office or business. MSW is commonly referred to as “trash” or “garbage.”

Refuse – All solid waste generated within Exeter Borough, often called “garbage,” “trash,” or “rubbish,” solid and bulk waste resulting from household activities of residents or small businesses. Refuse does not include any material that can be recycled in the Borough.

Refuse Container, Bag or Can – Any trash bag, can or container, not to exceed 30 gallons in size.

Residential Unit – A home or apartment in which a person or persons or a family resides. A residential unit may also include a small business located within the home whose proprietor lives within that home.

White Goods – Appliances such as refrigerators, stoves, washers or dryers. Freon-containing appliances must have sticker affixed before collection showing that Freon has been removed by a certified company.

6. SIGNATURE OF BIDDERS

The firm, corporation or individual name of a Bidder must be manually signed in ink in the space provided on the Bid Form.

In the case of a corporation, the title of the officer signing on behalf of such corporation must likewise be stated, the seal of the corporation must be affixed, and the corporate officer executing the document on behalf of the corporation shall attach thereto a certified copy of a resolution of the corporate board of directors indicating that officer's authority to make such a Bid and submit such a Bid on behalf of the corporation.

In the case of a partnership, the signature of at least a majority of the partners must follow the firm name, together with an indication that the signature is that of a partner. In the event that some other agent of the partnership submits or executes a Bid for the firm, he or she shall attach thereto a notarized statement executed by each of the partners that designates him or her as an agent of the partnership authorized to act as agent of the partnership in the Bid submission process.

In the event that the Bid is submitted by an individual, the designation "Individual Proprietorship" shall follow the signature in question, and any trade name used by a noncorporate Bidder shall be so designated and so indicated as having been registered or not registered under the Fictitious Names Registration Act with the Secretary of the Commonwealth of Pennsylvania.

6.1. BIDS IN GENERAL

Bids must be submitted using the forms provided in this document and the bids must include the Prices and all other requested information. Failure to bid on all options will be grounds for rejection of the bid.

6.2. BIDDER'S QUALIFICATIONS

Bids will only be accepted from bidders who have been actively engaged in the collection of municipal solid waste at least five (5) years. The successful bidder must be able to perform and complete the proposed work in a fully competent, satisfactory manner, as determined by the Borough. The Borough reserves the right to verify this information and/or seek additional information from the bidder as to their qualifications. Submission of false or misleading information shall be grounds for rejection of the bid.

Subcontractors – Any subcontractors must be approved in advance by the Borough Council or its representatives. They must follow all rules and regulations as set forth in these documents and in the contract.

6.3. CONTRACT PERIOD

The contract with the successful bidder will begin with the commencement of collections on July 1, 2025.

6.4. PRICING/OPTION TO RENEW

The option to renew the contract will be made sixty (60) days before the end of the contract term, at which time Exeter Borough Council will decide whether to extend the option to renew for an additional year. Two (2) one-year extensions are allowable under this contract.

No other changes in contract prices are permitted.

6.5. RECORDS AND REPORTING

The Contractor shall provide the Borough with monthly reports and shall be required to keep accurate records and submit reports which comply with Borough reporting requirements. Contractor shall also provide certified weight receipts for all materials collected and landfilled. Reporting documents must be in a form acceptable to the Borough.

All correspondence, including reports, shall be directed to:

Exeter Borough, 1101 Wyoming Ave, Exeter, PA 18643 • exeterboro@comcast.net

**BIDDER'S PRICING FORM 2025 BID FOR MUNICIPAL SOLID WASTE
COLLECTION AND DISPOSAL**

**You must bid on each of the 1-1/2 year, 2-1/2 year and 3-1/2
year contracts with options or your bid will be rejected.**

Exeter Borough MSW Collection

**The bid will include all collection, labor, landfill fees and other costs associated with the
collection of municipal solid waste (MSW).**

The bid will include THREE (3) bags of trash each week per household unit.

Bid Amount – Municipal Solid Waste

One and One-Half (1-1/2) Years:

\$ _____
July 1, 2025 to December 31, 2026

Two and One-half (2-1/2) Years:

\$ _____
July 1, 2025 to December 31, 2027

Three and One-Half (3-1/2) Years

\$ _____
July 1, 2025 to December 31, 2028

Option: Year#1: \$ _____

Option: Year #2: \$ _____

Company Name: _____

Address: _____

Date: _____

2025 BID QUESTIONNAIRE

Exeter Borough Municipal Solid Waste (MSW)

This questionnaire must be completed in its entirety by all bidders. Additional sheets may be attached to the bid if necessary. Failure to complete this form will result in dismissal of your bid.

Company Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Contact Person: _____

1. What is your company's experience in the collection and disposal of MSW and recycling services? How many years have you been in the business?

2. List the principal owners, officers and directors of your company, their addresses and contact information.

If partnership, provide all names, addresses and contact information of partners.
If a corporation, provide all names, addresses and contact information of officers and directors.

3. What similar type contracts for MSW collection and disposal does your company currently hold in Northeastern Pennsylvania? List municipality, contact name, and date and term of contracts. Attach additional sheets if necessary.

Municipality_____

Municipality_____

Municipality_____

Municipality_____

Municipality_____

Note: If your company is awarded this contract, you will be required to provide the Borough with a list of vehicles used in collections and transportation, including make and model, year, capacity, and type of body.

4. List your company's environmental compliance record for the past ten (10) years.

5. What method will your company use for the disposal of MSW?

6. For each vehicle that you propose to use in providing collection services within the community under this contract, please provide the following information: name(s) of body manufacturer, year(s) manufactured, and capacity(ies).

	Year and Chassis	Body and Capacity
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

7. Have you failed at any time to complete a collection contract? If so, indicate which community and under what circumstances:

8. Operation Plan

Each Bidder shall submit with its Bid a comprehensive operational plan. This plan must include detailed information as follows:

- (a) Résumés of the staff involved with the collection
- (b) Trucks that will be utilized and copies of registrations and Act 90 DEP Waste Transporter Licenses
- (c) Staffing of vehicles
- (d) Supervision of routes
- (e) Customer Service Program
- (f) Collection Safety Program
- (g) Emergency Spill Remediation Procedure

- 9. List the location of the MSW disposal site and permit number. Attach a copy of the permit to the Questionnaire. Each Bidder shall include with its Bid a letter from the disposal facility that it intends to use, stating that the disposal facility has the capacity to accept and will accept the Borough's municipal solid waste for the full term of the Contract and any extensions. Failure to include the required Disposal Facility Capacity Letter shall render the Bid ineligible for award.

- 10. General Remarks

As a representative of the bidder, I hereby state that all information contained in this questionnaire is true and correct.

Date: _____

Signature: _____

Title: _____

Printed Name: _____