

BOROUGH OF HARVEYS LAKE

Luzerne County

4875 Memorial Hwy, Suite 101 PO Box 60

HARVEYS LAKE, PA 18618

(570) 639-2113 - FAX (570) 639-3063

October 1, 2023

Sealed proposals will be received by the Secretary of Harveys Lake Borough, at the Borough Municipal Building, 4875 Memorial Hwy, Harveys Lake, PA, 18618, Monday through Friday, 9:30 A.M. to 4:30 PM, until Tuesday, November 14, 2023, at 12:00 noon, prevailing time, for the collection of garbage, trash and recycling within its boundaries. The proposal will be for one 96 gallon toter, per residence, maximum. Bids will be opened at the Council Meeting Work Session scheduled at 6:30 p.m. on November 21, 2023 and awarded at the council meeting that follows at 7:00 p.m.

- For a one (1) year period beginning January 1, 2024 and terminating December 31, 2024
- For a two (2) year period beginning January 1, 2024 and terminating December 31, 2025
- For a three (3) year period beginning January 1, 2024 and terminating December 31, 2026

DESCRIPTION OF WORK:

- A. Refuse Collection of a 96 gallon toter, per residence, each week, on Mondays. Bulk items to be collected each week with Borough stickers.
- B. Recycling - Curbside Collection with toters from 65 to 95 gallon, every week on the same day as refuse.
- C. Household Items collection - one (1) time annually. All expenses paid by hauler.

Specifications are available on our website (<https://harveyslakeborough.com/borough-calendar>) or at the Office of the Secretary of Harveys Lake Borough, 4875 Memorial Hwy, Harveys Lake, PA, 18618 or by calling (570) 639-3300.

Proposals must be accompanied by certified check or bid bond in the amount of ten (10%) percent of the bid, payable to Harveys Lake Borough.

Submittals must be received no later than November 14, 2023 at 11:00 a.m. in the Borough Office, 4875 Memorial Highway, Harveys Lake, PA, 18618.

Proposals must be clearly marked: "RFB: SOLID WASTE COLLECTION SERVICES."

Harveys Lake Borough reserves the right to reject any or all proposals or any part thereof, to waive any formality, informality or information in the proposal and to accept the proposal considered to be in the best interest of the Borough.

Irene Sankey
Harveys Lake Borough Secretary-Treasurer

**2023 HARVEYS LAKE BOROUGH
PROPOSED GARBAGE BID SPECIFICATIONS**

1. The Borough will grant to the successful bidder the right, privilege and duty which the bidder shall perform to collect and dispose of all household garbage collected in the Borough for the amount of time specified in the Bid.

2. Successful bidder, referred to as Contractor, shall collect the household garbage in the Borough and is entirely responsible for labor, equipment and expenses (expenses include any and all fees for disposal of said garbage).

3. Contractor shall pick up household garbage on a weekly basis, on Monday. Collection shall be made between the hours of 6:00 am and 7:00 pm on Monday of each week. If a holiday falls on a Monday, collection shall be the following day.

4. The Contractor shall, as part of this contract, and without extra compensation, collect refuse in total amounts from the Borough Building, Borough garage, and playground facilities.

5. Contractor must use a packer type vehicle for collection and shall meet the Requirements of the Vehicle Code of Pennsylvania.

6. Contractor must provide an Irrevocable Letter of Credit and/or alternate, which equals fifty (50%) percent of the total contract price of the compensation to be paid to the Contractor by the Borough. The Contractor agrees to carry public liability and property damage insurance covering vehicles, employees and collector used or employed under the contract with a reliable insurance company in the following amounts:

Personal Injury - \$ 100,000.00 per person, \$1,000,000.00 per occurrence
Property Damage - \$ 100,000.00.

A Certificate of Insurance is to be supplied to the Borough Secretary-Treasurer within fifteen (15) days from award of contract.

7. Contractor shall adhere to all provisions of the "Garbage, Rubbish and Refuse Ordinance" adopted February 1, 2009 inclusive of the use of Carts.

8. Contractor shall furnish number of back-up packer type vehicles and the serial number of each. Contractor shall also furnish three (3) reliable business references.

9. Contractor shall service at least 1587 accounts.

10. Proposals must be accompanied by Certified Check or Bid Bond in the amount of ten (10%) percent of the Bid, made payable to Harveys Lake Borough.

11. Contractor agrees to use a disposal site that is in conformance with the current Luzerne County Solid Waste Management plan at the time of disposal, pursuant to contract between Harveys Lake Borough and Luzerne County Solid Waste Authority.

12. Contractor must comply with all Ordinances covering municipal waste and recycling material.

13. Contractor shall bid based on a 96 gallon toter, or equivalent, maximum limit per dwelling unit in Harveys Lake Borough. Bulk and oversize items to be picked up weekly with Borough stickers.

14. RECYCLABLE COLLECTION

Curbside Collection

The contractor will collect the recyclables curbside on the same day as refuse collection with toters from 65 to 95 gallons.

Household Items collection

The contractor will collect household items one (1) time annually. All expenses paid by hauler.

15. Every bidder is required to personally visit the Borough prior to bidding and familiarize himself with the conditions to be encountered and all circumstances which may affect the nature and cost of the work.

No extra compensation will be allowed by the Borough for Contractor's failure to determine existing conditions, or for lack of information on the part of the Contractor, after the bid is submitted and contract is awarded.

Any question relative to any portion of the work or any clarification of the interpretation of the contract documents shall be directed to the Borough Solicitor, who will issue written addenda which will be made available to every bidder. All such addenda shall be signed by the bidder, submitted with the Proposal, and will become a part of the contract documents.

16. Commercial garbage or refuse shall be picked up in accordance with the same rules and regulations as set forth for residential garbage. If they wish, commercial establishments in Harveys Lake Borough can contract for private removal of their garbage but must file an Affidavit with the Borough in order that they not be charged the set garbage fee.

17. During the period of the contract the contract price will be paid to the Contractor on a monthly basis on or before the third Thursday following each month that the Contractor has rendered services.

DESCRIPTION OF WORK:

- A. Refuse Collection of one 96 gallon totter, per residence, on Monday. Bulk and additional bags to be collected each week with Borough stickers.
- B. Recycling - Curbside Collection, with totters from 65 to 95 gallon, every week on the same day as refuse.
- C. Household Items Collection - one (1) time annually. All expenses paid by hauler.

SCHEDULE OF PRICES

Total Amount in Figures and Written Amounts

One (1) Year Contract 1/1/2024 -12/31/24 \$ _____

Two (2) Year Contract 1/1/2024 -12/31/25 \$ _____

Three (3) Year Contract 1/1/2024 -12/31/26 \$ _____

Cost for Additional Refuse Stickers

Cost for Bulk Stickers

\$ _____ per bag sticker

\$ _____ per bulk item sticker

(Contractor to supply the stickers to the Borough for distribution.)