

**Bid Request**  
**Town of New Windsor**  
**Roll-Off Container Delivery and Disposal Service**  
**February 1, 2018**

The Town of New Windsor is requesting sealed bids to deliver roll off containers to and remove and dispose of yard waste and/or bulk trash from the Town site located at Geer Lane, New Windsor, Maryland beginning July 1, 2018. The initial term is for three (3) years with two (2), two (2) year renewal options.

The Town is soliciting bids from qualified vendors to provide this service. Bids must be received at the Town Office, 211 High Street, P.O. Box 609, New Windsor, Maryland 21776, by March 5, 2018 at 10:00 a.m. The Town reserves the right to reject any or all bids or accept the bid that most clearly meets the Town's needs

**Bid requirements and specifications:**

**Service specifications:**

1. Containers shall be 30 yard open top.
2. Containers shall be delivered on the Monday before the day of service and removed on the Wednesday after the day of service.
3. The selected vendor shall provide the Town a certificate of a minimum of \$1,000,000.00 general liability insurance coverage.

**Dates of Service:**

Yard Waste – 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month, April through December

Bulk Trash – The last Saturday of April and October

Christmas Tree Pickup – 1st, 2nd and 3rd Wednesday of January.

**Bid Requirements:**

Bids shall be stated on the form provided.

The bid shall state a single per container delivery and disposal cost.

The bid shall identify the disposal location for bulk waste and yard waste. The disposal facility must be permitted by Maryland Department of the Environment to receive and transfer or dispose of bulk waste and yard waste.

The bid shall state the current tipping fee per ton for bulk waste and yard waste. The tipping fee shall be directly billed to the Town.

The Town reserves the right to select an alternate disposal location.

**Vendor Qualifications:**

Vendors shall provide documentation demonstrating a minimum five years' experience providing services to similar size municipalities.

The selected vendor shall provide the Town a certificate of a minimum of \$1,000,000.00 general liability insurance coverage.

**Roll Off Container Collection History:**

1) The roll-off container collection history is as follows:

	Containers
FY15	27
FY16	32
FY17	22

**Bid Form  
Town of New Windsor  
Roll-Off Container  
Delivery and Disposal  
Services**

<b><u>Year</u></b>	<b><u>Delivery and Disposal Per Container</u></b>
First	_____
Second	_____
Third	_____

**Disposal Facility**

Bulk Waste \_\_\_\_\_

Yard Waste \_\_\_\_\_

**Tipping Fee Per Ton**

Bulk Waste \_\_\_\_\_

Yard Waste \_\_\_\_\_

Bids must be received at the Town Office, 211 High Street, P.O. Box 609,  
New Windsor, Maryland 21776, by **March 5, 2018** at 10:00 a.m.

Vendor Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_