

**WEST DEER TOWNSHIP**

**NAMED HEREIN**

**COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA**

**FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL  
AND  
RECYCLABLE MATERIAL COLLECTION AND DELIVERY**

**CONTRACT DOCUMENTS  
20 JULY 2016**

**CONTACT PERSON:**

**DANIEL J. MATOR, TOWNSHIP MANAGER  
WEST DEER TOWNSHIP  
109 EAST UNION ROAD  
CHESWICK, PA 15024  
PHONE: 724.265.3680  
FAX: 724.265.2228  
EMAIL: [dmator@westdeertownship.com](mailto:dmator@westdeertownship.com)**

**REQUEST FOR BIDS**

## **REQUEST FOR BIDS**

### **FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL and RECYCLABLE MATERIAL COLLECTION AND DELIVERY**

Sealed bids are invited and will be received by West Deer Township for collection and disposal of solid waste and collection and delivery of recyclable materials for a three (3) year term beginning 1 January 2017 and ending 31 December 2019, unless otherwise stipulated.

West Deer Township will furnish copies of the Contract Documents and form of contract to prospective bidders. Complete specifications may be obtained Monday through Friday, from 9:00am to 3:30pm at the West Deer Township offices located at 109 East Union Road, Cheswick, Pennsylvania, 15024.

Bids must be made on the bid forms and in accordance with instructions to bidders furnished by West Deer Township. Failure to do so will disqualify the bid. A non-refundable fee of \$50.00 will be charged for each set of specifications procured.

The defined terms appearing in the General Specifications apply to all Contract Documents.

There will be a mandatory pre-bid meeting held in the municipal meeting room located at 109 East Union Road, Cheswick, PA 15024 on 16 September 2016 at 11:00am. Any changes by the Township – and recommendations from the contractors – will be discussed at this meeting.

Bids must be delivered to, and be on file with West Deer Township, 109 East Union Road, Cheswick, Pennsylvania, 15024 on or before 30 September 2016 at 3:00pm. The envelope containing the bid must be sealed and plainly marked “West Deer Township Bid for Residential Solid Waste Collection and Disposal and Recyclable Materials Collection and Delivery”. Bids will be publicly opened and read 30 September 2016 at 3:15pm at the aforementioned address.

A bid bond, certified check, cashiers check, or postal money order, drawn to the order of West Deer Township, for which a bid is submitted in the amount of 10% of the first year bid must accompany the bid in accordance with the Instructions to Bidders.

West Deer Township is an “equal opportunity/affirmative action employer” and all qualified contractors are invited to submit a proposal.

West Deer Township reserves the right to reject any or all bids, to waive irregularities and/or informalities in any bid, to waive any technicalities, or any portion of any bid for any reason whatsoever, and to make an award in any manner, consistent with law, deemed in the best interest of West Deer Township.

**Daniel J. Mator**  
**Township Manager**  
**West Deer Township**

## **INSTRUCTIONS TO BIDDERS**

1. West Deer Township invites all garbage and rubbish contractors that are capable of providing the necessary equipment, personnel, and service as described in the following specifications to bid on this contract.
2. All bids must be submitted on **proposal forms** furnished by West Deer Township and delivered to West Deer Township Office located at 109 East Union Road, Cheswick, PA 15024 by 3:00pm prevailing time on or before the date stated in the official notice. All spaces pertaining to each bid must be completed by the bidder using indelible ink or shall be typewritten. **Also, bidders must return the *Contractor's Equipment and Experience Questionnaire* and the *Non-Collusion Affidavit* as instructed on the cover sheets for these sections.** Bids must be placed in a sealed envelope addressed to the West Deer Township office and identified with the bidder's business name and address. The lower left hand portion of the front of the bidder's envelope must be clearly marked, "West Deer Township Residential Solid Waste and Recycling Bid." West Deer Township reserves the right to reject any bid if the credentials submitted by such bidder fail to convince the municipality that such bidder is properly qualified to carry out the obligations of the contract and to complete the work as specified herein.
3. All bids submitted must comply with the Second Class Township Code and all applicable State, County, and local laws, regulations, and ordinances. The contractor will save and hold harmless the Township for any failure to comply with Act 101 regulations or any rules and regulations from the Federal, State and/or Local Governments.
4. All bids must be accompanied by a bid bond, certified check, cashier's check, or postal money order in the amount of 10% of the first year bid amount made payable to West Deer Township. Said bid bond/check shall be attached to the proposal form.
5. Bids must be publicly opened and tabulated at the offices of West Deer Township on Friday, 30 September 2016 at 3:15pm. Each bid shall remain in effect for a sixty (60) day

period from 30 September 2016. West Deer Township reserves the right to waive any informalities and to reject any and all bids and any portion thereof.

6. Erasures of other changes in the bids must be explained or noted over the bidder's signature.
7. West Deer Township estimates that there are currently approx. 4,400 residential dwelling units to be serviced.
8. No bid received after 3:00pm Friday, 30 September 2016, shall be accepted by West Deer Township and shall be returned unopened.
9. Questions regarding the advertisement, instructions to bidders, or specifications shall be directed to the contact person as listed on the cover of this bid document.
10. Any addenda to the specifications shall be sent to all bidders that obtain a specification package from West Deer Township and register their correct name, address, and fax number with the Township.
11. The contractor shall – on a weekly basis – collect, haul, and dispose of all garbage, rubbish, and bulky waste as defined in these specifications from all residential units of not more than two (2) dwelling units (unless otherwise specified). The contractor shall also – on a bi-weekly basis – collect, haul, and market for reuse recyclable materials, as defined in these specifications, from all residential units of not more than two (2) dwelling units (unless otherwise specified).
12. The contractor shall also be responsible for all billing/invoicing and collection of revenues from the residents of West Deer Township (unless otherwise specified).

13. West Deer Township may make such investigations as deemed necessary after the bid opening to determine the ability of the bidders to perform the required work. The bidder shall furnish West Deer Township all such information and data for this purpose as the Township may request.
14. Absolutely no changes, insertions, deletions, or revisions of the specifications or the bid forms may be initiated by the bidder. Any such alterations may be cause for rejection of said bid.
15. West Deer Township is seeking a three (3) year contract with an option for a fourth, fifth, and sixth year upon mutual consent of both parties.
16. Upon the signing of the contract, performance bonds covering the contract as specified shall be furnished by the successful bidder and shall be paid to the order of West Deer Township in the amount of One Hundred Thousand Dollars (\$100,000), as listed on the bid proposal pages.
17. It is understood by West Deer Township and the bidder that all bids offered meet the specifications unless the bidder states otherwise (in writing) and it is further understood that the decision of the West Deer Township Board of Supervisors, or its duly authorized representative, as to the quality of the bids and/or of any items will be final.

**REQUIRED SUBMISSIONS  
BY ALL BIDDERS**

TO BE RETURNED WITH YOUR BID

1. A list of local municipal references (list should include municipality, name and address, contact persons(s), phone number, type of contract, term of contract, and number of units serviced).
2. A certification letter for landfill access for entire term of this contract.
3. A list of holidays observed by the contractor.
4. The equipment and experience questionnaire (attached).
5. The Non-Collusion Affidavit (attached).
6. A bid bond in the amount of ten (10) percent of the first year bid amount.

WEST DEER TOWNSHIP  
NAMED HEREIN

COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA

FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL  
AND  
RECYCLABLE MATERIAL COLLECTION AND DELIVERY

Equipment and Experience Questionnaire

In accordance with the specifications, each bidder shall answer the following questions. All questions must be answered or the bid will not be accepted. Include attachments where applicable.

1. Number of refuse collection vehicles presently owned by your organization

10

Name of insurance carrier

Cincinnati Ins,

Amount of insurance on each vehicle

As required

Average capacity of each vehicle

25 cubic yard

Year manufactured

2003 - 2016

Years of actual service

Avg. 7-8 years

Present condition of fleet

Good

Method of cleaning vehicles

Pressure Wash

Office phone number available to administer and receive calls relative to rubbish removal

(724) 265-2491

2. Will new collection vehicles be purchased for this contract? (Yes or No)

yes

Is your equipment approved by the State of Pennsylvania and/or County? (Yes or No)

yes

3. Location of the sanitary landfill owned by or available to your organization

Monroeville Landfill Valley Landfill

Approved and licensed by (Municipality) \_\_\_\_\_

Number of years operating \_\_\_\_\_

Total number of unfilled acres \_\_\_\_\_

Type of refuse accepted \_\_\_\_\_

Servicing which municipalities? \_\_\_\_\_

Available upon Request

4. How many years experience as contractor has your organization had?

60+

In which municipalities, or for which major clients?

West Deer Twp, Harrison Twp, Harmer Twp

Have your employees ever gone on strike? (Yes or No) No

Does the current labor contract expire during the term of this contract? (Yes or No)

Non-Union

5. If a corporation, please state the following (to be kept confidential):

Date when organized

1974

Under which State organized

PA

What was the 2015 liquidity ratio for the corporation (current assets/current liabilities)?

5-6

Name of Officers:

John D Morrow III

Joseph W. Morrow

Thomas A Morrow

6. From which municipalities have you had collection contracts which required removal and disposal of garbage, ashes, and refuse? Name each municipality.

West Deer, Harrison Twp, East Deer Twp  
Freeport Borough Tarentum Borough Franklin Park  
Hampton Twp

7. Have you failed at any time to complete a contract? If so, with what municipality and under which circumstances?

No

8. Have any of your partners, or any officers of your corporation failed to complete a contract?

No

If so, state the name of the individual and municipality, and give reason therefore.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Did your organization, or any member of it, when the lowest bidder on a municipal contract, withdraw said bid?

No

10. Have any liens of any kind been filed against any of your contracts? Give details.

No

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Give the name, address and telephone number of the surety (bonding) company which agrees to furnish you with a performance bond as set forth in the advertisement and specification for work.

Self Bonded

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. Are there any unsatisfied judgments recorded against you, your partnership (or any member of it) or against your corporation?

No

If so, give the name and address of each judgment.

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13. Present recycling center or centers you intend to use to service this contract:

TC Recycling  
Mars Pa

Alternate: Waste Management  
Monroeville

CONTRACTOR'S NON-COLLUSION AFFIDAVIT

State of Pennsylvania SS

County of Allegheny

Morrow Refuse Inc, Contractor, being first duly sworn, deposes and states that:

1. He/she is submitting a bid to West Deer Township, for a project known as the 2017 Township Residential Solid Waste Collection and Disposal and Recyclable Material Collection and Delivery Agreement.

2. He/she is (owner, partner or officer) of Morrow Refuse Inc

3. This business is (check one): single proprietorship \_\_\_\_\_, a partnership \_\_\_\_\_, a corporation  organized in the State of Pennsylvania, or other (explain) \_\_\_\_\_

4. The name and titles of the owner, partners or officers are:

Name: John D Morrow III  
Title: President

Name: Joseph W Morrow  
Title: Vice President

Name: Thomas A Morrow  
Title: Vice President

5. The names of all other persons, both natural and corporate, having a substantial interest in the undersigned and the nature of interest are (if none, so state):

Name	Interest
<u>None</u>	

6. The names and trade classifications of all other building construction contractors in which the undersigned has a substantial interest are (if none, so state):

<u>Name</u>	<u>Interest</u>
<u>None</u>	_____
_____	_____
_____	_____

Said contract avows this bid proposal is not a collusive or deceptive proposal:

Signed: *John J. Moran*  
Printed Name: John J. Moran  
Title: Pres.

Subscribed and sworn to before me this 27 day of September, 2016.

*Kelly J. Ross*  
Notary

COMMONWEALTH OF PENNSYLVANIA  
NOTARIAL SEAL  
Kelly J. Ross, Notary Public  
Fawn Twp., Allegheny County  
My Commission Expires July 31, 2018  
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

My commission expires on 7-31-18.

## DEFINITIONS

ALUMINUM & CANS – shall mean empty all-aluminum beverage and food containers.

BAGS – shall mean plastic sacks designed to store refuse with sufficient wall strength to maintain physical integrity when lifted by the top. Total weight of bag and its contents shall generally not exceed forty (40) pounds.

BI-METALLIC CANS – shall mean empty food and beverage containers consisting of ferrous sides and bottom and an aluminum top.

BULKY WASTE – shall mean large household appliances, white goods (including stoves, furnaces, refrigerators, washing machines, and dryers), furniture and furnishings, tires (under limitation as specified), hot water tanks, and plumbing fixtures. It shall not mean construction debris, hazardous waste, or unstable matter with weights and volumes greater than those allowed for containers.

CHRISTMAS TREES – shall refer to evergreen trees, commonly called Christmas trees, Christmas wreaths or items which can be reasonably interpreted as such.

COMMERCIAL ESTABLISHMENTS – shall mean those properties used primarily for commercial or industrial purposes.

CONSTRUCTION WASTE – shall mean lumber, roofing material, sheathing, rubble, broken concrete, plaster and brick, conduit, pipe, wire, insulation, and similar material which results from a construction, demolition, or remodeling process.

CONTAINER – shall mean a receptacle with a capacity of greater than twenty (20) gallons but not greater than forty (40) gallons constructed of plastic, metal, or fiberglass, having handles of adequate strength for lifting and having a tight fitting lid capable of preventing entrance into the container by vectors. The mouth of a container shall have a diameter greater than or equal to

to that of the base. The weight of a container and its contents shall generally not exceed sixty (60) pounds.

CONTRACT DOCUMENTS – shall mean the request for proposals, instructions to bidders, contractor’s proposal, general specifications, the contract performance bond, supplemental information to bidders, and any addenda or changes to the foregoing documents agreed to by West Deer Township.

CONTRACTORS – shall mean the person, persons, firm or corporation determined to be the lowest responsible bidder to whom a contract to collect, haul, and dispose of garbage, rubbish, bulky waste, and recyclable materials for residential dwelling units has been awarded. The words hauler, collector and vendor may be used interchangeably with the word contractor.

CORRUGATED PAPER – shall mean that material consisting of two or more pieces of kraft liner separated by corrugated (fluted) liner board. Excluded are materials without a corrugated interliner, and those materials with a corrugated liner made from rice or other non-woodbased materials.

COUNTY – shall mean the County of Allegheny and its regulatory agencies.

CURBSIDE COLLECTION PICKUP – shall mean items placed at the curb or at a point not more than five (5) feet from the back of the curb and clearly visible to the contractor. With the exception of disabled provisions, and optional rear yard collection, as specified in General Specifications, items more than five (5) feet back from the curb are not included in the contract, nor are items within the five (5) foot area that are hidden or otherwise obstructed from view of the contractor. In areas where there is no curb, this definition refers to the edge of the traveled roadway so long as its placement of items does not impede vehicular or pedestrian traffic or create hazards to vehicle or persons traveling in this area.

DISPOSAL SITE – shall mean a refuse depository including, but not limited to, sanitary landfills, transfer stations, incinerators, and waste processing/separation centers, licensed, permitted or approved by all governmental bodies and agencies having jurisdiction, and requiring such licenses, permits, or approvals to receive garbage, refuse, and bulky waste for processing or final disposal.

DWELLING UNIT – shall mean any room or group of rooms located within a building and forming either a single habitable unit or a living area consisting of not more than one (1) unit, with facilities which are used or intended to be used for living, sleeping, cooking, and eating.

FERROUS CANS – shall mean empty steel or tin food or beverage containers.

GARBAGE – shall mean all animal and vegetable waste (including offal, carcasses, fat, bone, swill, and vegetable or animal refuse resulting from the storage, handling, preparation, and consumption of food), waste paper, and containers (whether of metal, glass, earthenware, wood, paper, or plastic) for food, medicine, beverage, and household supplies, except those designated for recycling. “Garbage” must be set out by residents in “containers” or “bags” not more than twelve (12) hours prior to their expected collection time by the contractor.

GLASS CONTAINERS – shall mean bottles and jars made of clear, green, and brown glass. For recycling purposes, non-container glass, plate glass, blue glass, and porcelain or ceramic products are expressly excluded.

GROUP OR ASSOCIATIONS OF RESIDENCES – shall mean collections of single family dwelling units which typically are either apartment buildings or condominium associations that are legally bound by formal written contract to competitive garbage contractors to collect, haul, and dispose of garbage and refuse.

HAZARDOUS WASTE – shall mean waste which is defined, characterized or designated as hazardous by the United States Environmental Protection Agency or the Pennsylvania Department of Environmental Protection by or pursuant to Federal or State law. For purposes of this contract, the term “Hazardous Waste” shall include motor oil, lead acid, vehicle batteries, and paint.

INDUSTRIAL AND COMMERCIAL WASTE – shall mean any material or substance which is a waste by-product of the industrial or commercial process and shall include packaging materials and equipment used in the delivery or shipment of goods to or from the industrial or commercial site.

INSTITUTIONAL ESTABLISHMENT – shall mean those facilities that house or serve groups of people, e.g., hospitals, schools, nursing homes, etc.

NEWSPAPERS – shall mean paper of the type commonly referred to as newsprint and distributed at fixed intervals, having printed thereon news and opinions, containing advertisements and other matters of public interest. For recycling purposes, this expressly excludes newspapers which have been soiled.

WEST DEER TOWNSHIP – shall mean the physical municipal boundary whereby the incorporation in 1836 as a chartered Township of the Second Class was established.

PERSON – shall mean any natural person, association, partnership, firm, or corporation.

PLASTIC CONTAINERS – shall mean post-consumer plastics such as polyethylene terephthalate, high-density polyethylene, and polypropylene.

RECYCLABLES – shall include clear and colored glass, aluminum and bimetal cans, P.E.T. #1 and H.D.P.E. #2 (plastic containers, e.g., soda pop and milk), and newspapers and magazines. Recyclables shall be picked up curbside through a one-bin co-mingled system, except that

newspapers and magazines shall be securely bundled and tied with string or twine and/or placed in a brown paper bag that is in, under, or behind each resident's recycling container. Additions or deletions to specified recyclable items may be made by mutual consent of the Township and the contractor.

SOLID WASTE – all-inclusive of the terms garbage, refuse, rubbish, and ashes, including, but not limited to, all table and kitchen offal and waste, including cans or containers, broken dishes, glass, and chinaware, together with all paper containers in which such material may be wrapped. The term rubbish, refuse, and ashes shall consist of any and all items normally found around the household, and shall include, but not be limited to: all items of furniture and appliances; plumbing and lighting fixtures; ceiling fans and general household hardware; and fixtures that are not being disposed of as part of a remodeling, construction, or demolition process; grass, weeds, trees, brush, and leaves as stated under the specified conditions stated in the General Specifications; and carpets, rugs, and padding as stated under the specified conditions stated in the General Specifications.

SPILLAGE/SPILLAGE OCCURRENCE – shall be any effluent from the refuse vehicle including but not limited to, garbage effluent, hydraulic fluid, oil, etc. which is deposited on any public or private roadway. A single spillage occurrence shall be considered as per truck/per day/per street. For example, if a truck has spillage throughout a residential subdivision, spillage(s) on each street on a given day by the same truck shall count as 'a spillage occurrence'. On the other hand, a single spillage (per truck/per day/per street) shall also constitute 'a spillage occurrence'.

TRASH CANS – shall refer to a container designed and made specifically for the purpose of storing garbage. It may be constructed of either metal or plastic. It shall be watertight, covered, and no larger in size than forty (40) gallons. Such containers shall be placed at the curb at the owner's risk.

## **GENERAL SPECIFICATIONS**

WEST DEER TOWNSHIP  
ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA  
GENERAL SPECIFICATIONS

1. GENERAL INTENT AND PURPOSE: The general intent and purpose of West Deer Township (hereinafter referred to as "Township") is to have a comprehensive collection system for all types of refuse. Under this system, there will be a WEEKLY removal from the curb and final disposal of all solid waste garbage and rubbish, as described more fully hereafter. Attention is called to special requirements listed hereafter for the handling of the "PUBLIC PLACES REMOVAL" and "CHRISTMAS TREES".

Also included will be weekly collection, removal, storage, and marketing of RECYCLABLES. Both collection services (refuse and recyclables) shall be at the curb line, except for those dwelling units designated in the specifications hereafter. Recycling must be in compliance with Municipal Waste Planning Recycling and Waste Reduction Act (Act 101), as amended.

2. GENERAL SCOPE OF WEEKLY COLLECTION SERVICES: Once each week the contractor shall collect, remove, and dispose of all solid waste, garbage, rubbish, and household refuse from the curb at all residences consisting of not more than two (2) dwelling units, unless otherwise specified. Additional items will be collected at the curb if placed according to the conditions stated below and may be placed in trashcans or disposable containers. This shall include bi-weekly collection of recyclable material, as defined, on the same day as solid waste, rubbish, and refuse collection is performed.

3. ITEMS THAT WILL BE PICKED UP AT THE CURB:
  - a. Garbage – refer to definitions section.
  - b. Bulky waste, including such items as: furniture; wood or metal swing sets and similar play items; trunks; stoves, washers, dryers, water heaters, and other household appliances; white goods; and furnace pipes.

c. Recyclables – refer to definitions section.

4. ITEMS THAT WILL BE PICKED UP AT CURB ONLY UNDER THE CONDITIONS STATED:

- a. Hedge cuttings, limbs and branches from trees, not exceeding three (3) inches in diameter and only if securely tied in bundles not exceeding forty-eight (48) inches in length.
- b. All carpets, rugs, and padding must be cut in sections no longer than forty-eight (48) inches in length and securely rolled and tied.
- c. Refrigerators and air conditioners which have been certified for removal of chlorofluorocarbons.
- d. Tires – limit of two non-commercial size per week without rims.
- e. Leaves – collected during specific dates advertised each autumn by the Township. Leaves must be in biodegradable paper leaf composting bags (NO PLASTIC BAGS). Residents are to place the biodegradable leaf bags in front of their homes on the assigned day at curbside by 6:00am.

5. ITEMS NOT INCLUDED AND WILL NOT BE PICKED UP:

- a. Paving materials, stones, rocks, sand, dirt, broken concrete, automobile parts, lead-acid batteries, sod, oil base paint, flammable liquids, metal 55 gallon drums, metal grease drums, and concrete wash tubs.
- b. Refuse caused by repairs, alterations, remodeling, demolition and/or construction of buildings and other structures.
- c. Bushes, shrubs or other vegetation with earth or soil attached to the root system.
- d. Televisions, computer monitors, and other such electronic equipment.
- e. Hot tubs
- f. Pianos

The contractor may negotiate with the homeowner, for an additional charge to remove the items outlined in the preceding list. It is the responsibility of the contractor to notify residents which items are not required to be picked up. The prices negotiated shall have a relative uniformity and shall not be arbitrarily determined.

6. PUBLIC PLACES REMOVAL: Below is a list of public rubbish receptacles – by address, size of containers, and frequency of collection (all-inclusive) – to be removed by the hauler at no additional charge to West Deer Township.
- a. Municipal Building – One (1) four-yard container to be collected one (1) time per week.
  - b. Public Works Building – One (1) four-yard container to be collected one (1) time per week.
  - c. Senior Citizens Center/Library – One (1) four-yard container to be collected one (1) time per week.
  - d. Nike Site Athletic Fields – One (1) four-yard container to be collected one (1) time per week during athletic seasons.
  - e. Bairdford Park – Two (2) four-yard containers to be collected two (2) times per week from approximately April through October dependent upon the scheduling of functions. One (1) four yard container – or other similar container – for the removal of recyclables.
  - f. Volunteer Fire Company #1 – One (1) four-yard container to be collected one (1) time per week.
  - g. Volunteer Fire Company #2 – One (1) four-yard container to be collected one (1) time per week.
  - h. Volunteer Fire Company #3 – One (1) four-yard container to be collected one (1) time per week.
  - i. West Deer EMS Ambulance Building – One (1) collection per week.
  - j. Township-wide – One (1) 30 yard roll off dumpster to be placed at a site, date, and time mutually agreed upon at the request by the Township.

7. CHRISTMAS TREES: The contractor shall collect, remove, and dispose of all “Christmas Trees” placed at the curb in the months of December, January, and February during the term of the contract.
8. ROUTING SCHEDULE AND CUSTOMER NOTIFICATION: The collection and route schedules shall be consistent throughout the term of the contract and shall adhere closely to present schedules. The successful bidder must submit their proposed collection schedule to the Township Manager for approval no later than 3 December 2016. The Township shall provide schedule notice to residents through newsletters and other similar media. If, however, the contractor finds it necessary to change the schedule, the contractor shall submit a routing schedule to the Township Manager within forty-five (45) days of the anticipated change, and shall give notice to all residents of the Township through direct mailings.
9. RESIDENTIAL COLLECTION UNITS: The contract is based on the total number of residential units that will be serviced by the successful bidder. The Township will assist the contractor in obtaining a current list of service accounts whenever possible.
10. COMPLIANCE WITH LAW: The contractor shall comply: 1) with the provisions of PA Stat. Ann. Tit. 16 SS 5175 et seq., as amended, relating to the transportation and disposal of garbage; 2) with all applicable ordinances and resolutions of the Township; 3) with all applicable ordinances and resolutions of other municipalities (including the payment of all applicable fees and charges) through which the contractor’s trucks and equipment will travel; and 4) with all applicable rules, regulations, and requirements of the County of Allegheny, the Commonwealth of Pennsylvania, and the United States of America.

In addition, each bidder must submit, with their bid, a certified copy of the authorization document which permits their method of disposal for the entire duration of the contract.

11. **KNOWLEDGE OF MUNICIPALITY:** Bidders are directed to acquaint themselves with West Deer Township and its drives, avenues, streets, roads, and alleyways, the topography, the various municipal boundaries, and the number and location of residences so that no misunderstanding may exist in respect to the nature of the work to be done or of the character and conditions surrounding the same. A copy of the Township road map and street listings shall be available upon request.
  
12. **CAPABILITY TO PERFORM:** Upon request, bidders must be prepared to present evidence of sufficient equipment, manpower, facilities, financial capability, and experience to successfully accomplish the specifications herein in a routine manner (i.e., on a weekly basis). All labor and equipment necessary to carry out the provisions of the specifications shall be furnished by and at the expense of the contractor. All services are to be performed by the contractor in a good, workmanlike, and efficient manner, and all solid waste and recyclables shall be removed in watertight containers or trucks. No solid waste or recyclables shall be dumped or deposited within the Township.
  
13. **DISPOSAL SITE(S):** Bidders must submit the place, or places, where the disposal of garbage, rubbish, and bulky waste shall occur and state that said site(s) will permit the disposal of the bidder's deposits for the term of the contract and that said site(s) have the required County, State, and Federal permits from the appropriate agencies.

Copies of said documents must be presented prior to award of any contract.

Each bid shall include the gate fee and/or tipping fee which shall be in effect at the time the contract commences. This information will remain highly confidential and will not be made public.

An affidavit affirming that the owner or owners of the disposal site shall not cancel disposal rights with the contractor for the term of this contract shall be submitted prior to the award of the contract.

14. DOCUMENTATION OF DISPOSAL/SUITABILITY OF EQUIPMENT: No less than thirty (30) days prior to commencement of the contract, documentation shall be submitted to include but not be limited to the following:

Proof that all required Local, County, State, and Federal agency permits have been issued to the disposal site(s) where garbage, rubbish and bulky waste from the participating municipalities shall be deposited.

Evidence of ownership and possession of garbage trucks for use in connection with this contract. All vehicles shall be equipped with warning lights and shall meet all requirements of the Pennsylvania Vehicle Code. These trucks and/or their replacements must be licensed and approved by the appropriate agencies and meet all regulations of the Federal, State and County Governments. License for the same must be submitted at the time prescribed above. This equipment shall also be licensed in the name of the bidder. Said trucks shall have bodies constructed of metal, must be water tight with metal lids or covers which shall be so constructed that they will be closed tightly when loaded. All vehicles and other equipment shall be kept in good repair, appearance and in a sanitary condition at all times. Each vehicle shall have clearly visible on each side the name and telephone number of the contractor easily legible from a distance of fifty (50) feet.

15. BUSINESS HOURS: The contractor must have regular office hours during normal work days (holidays excluded), Monday through Friday, from at least 8:00 a.m. until 5:00 p.m., and must be open to residents so that they may ask service related questions or register complaints. A local telephone number must be made available to customers and must

cover the same days and times so as to permit the addressing of questions or complaints. Separate and distinct phone numbers, names of contact persons, and cell phone or pager numbers of office personnel and route managers shall be given to the Township thirty at least (30) days prior to commencement of this contract.

16. **INSPECTION OF BUSINESS:** The Township reserves the right to inspect a bidder's business location and operations to determine the accuracy of any information provided or required for performance of the duties outlined in the specifications.
17. **EMPLOYEES/AGENTS:** The contractor's employees or agents must be dressed in uniforms easily identifiable to residents and in such a manner as is acceptable to the Township. Any contractor's employee working or walking along a public or private street or highway in the Township while carrying out any part of the contract between the Township and the contractor shall wear the required safety gear and equipment normally utilized and recommended for such work activities. Any official or employee of the collector shall refrain from using improper or vile language or being under the influence of alcohol or drugs while on duty. Violation of this clause shall result in the loss of franchise by the collector.
18. **BID BOND:** The bid bond that should accompany the bidder's submission should be made in the amount of 10% of the first year bid amount. The conditions of the bond shall be that the bidder, upon being awarded the contract by the Township, shall enter into an agreement to perform the service and/or provide the materials as outlined in these specifications. In case of default, the contractor and the Surety shall be liable for any damages or losses incurred by the Township in obtaining alternate or additional bids and the difference between the amount of each bid(s) and the bid(s) submitted herewith.
19. **PERFORMANCE BOND:** The contractor shall make, execute, and deliver to the Township

a contractor's performance bond with a reputable surety company (subject to approval by the Township) authorized to do business in Pennsylvania. This bond shall cover the first year of the contract price and shall be in the sum of One Hundred Thousand Dollars (\$100,000). The bond shall explicitly provide that it will indemnify the Township against any and all obligations the Township might incur as a result of the contractor failing to perform its obligations under the terms of its agreement; notwithstanding that any such obligation to indemnify may occur at the beginning, middle, or later months of the performance period. At least fifteen (15) days prior to the end of the first year, the contractor shall immediately furnish a like bond to cover the second year of the contract, or for any subsequent option year(s), at least fifteen (15) days prior to the expiration of any given year.

20. **FREQUENCY OF COLLECTION:** Once each week, the contractor shall collect, remove and dispose of all garbage, rubbish and bulky waste, as specified, from residences within the Township. Recycling Collection shall be performed once every other week from residences within the Township. Collection of such items shall be between the hours of 6:00 a.m. – 6:00 p.m. and to be performed in a quiet, orderly, business-like manner, so as to cause no unreasonable odor, annoyance, inconvenience, or traffic hazard to the residents of the Township.
21. **MANNER OF COLLECTION:** Bids shall be submitted for curbside collection from residents in the Township. Residents are required to comply with curbside pickup requirements, except in instances described within these specifications.
22. **BILLING/COLLECTION OF FEES:** The successful contractor shall be solely responsible for the individual service billing of Township residents utilizing this service, unless otherwise specified on the bid proposal pages. The Township may assist in the compilation and accumulation of the service billing lists but the ultimate responsibility for its preparation/compilation, accuracy, and completeness rests with the contractor. The

accurate and efficient billing and administration of such documents is also the sole responsibility of the contractor.

The contractor will bill all service accounts on a four (4) times per year basis. (In advance for each three (3) month period, i.e., January-March; April-June; July-September; October-December.) The contractor shall offer a five (5) percent discount for any resident paying on a yearly basis prior to the end of February of each contract year. Service charges for late payments may not exceed \$5.00 per billing period.

The Township agrees to notify the contractor on a monthly basis as to the number of new residential units that are newly occupied within the Township.

The contractor agrees to provide the Township with an accurate current listing of service accounts upon written request, ninety (90) days prior to the expiration of this contract.

23. SENIOR CITIZENS DISCOUNT PROGRAM: The successful bidder shall make the following offer available to the senior citizens of the Township (age 65 and over) which consists of approximately 480 units:

The option of purchasing stickers suitably identified by the contractor for collection. The ID stickers should be a conspicuous color and should prominently be imprinted with the name of the contractor. These stickers shall be purchased directly by the contractor.

It is the intention of the Township to continue sales of said stickers to senior citizens for a charge of \$2.00 per sticker, during the term of the contract.

The contractor agrees to continue to collect items marked with senior citizen stickers provided by the previous contractor for a period of thirty (30) days from the commencement date of each respective contract.

Senior citizen service shall include recyclable collection and other pertinent provisions of the contract at no additional cost, as further specified herein.

Any other items (i.e., not defined for curbside collection) other than the identified bags with the appropriate sticker placed for pickup shall be paid for by the senior citizen directly to the contractor. (Reference Additional Services)

24. **BACKYARD SERVICE:** Persons desiring backyard service shall be charged an additional \$7.00 per month. Any type of other additional service beyond the scope of the contract may be a negotiated arrangement with the contractor separate from this contract. Any such special service shall be chargeable at a uniform rate through the Township by the contractor.
25. **ADDITIONAL SERVICES:** In the event of unforeseen circumstances not addressed in the specifications, the contractor may also establish a uniform rate for each service not inconsistent with the overall bid submitted to West Deer Township. The Township reserves the right to approve or reject the costs to customers of obtaining private arrangements due to unforeseen circumstances. Should it be determined by the Township that such costs are excessive, or the service provided in some manner circumvents the intent of the municipal contract, or are not in the best interest of the Township as it relates to the health, safety, or welfare of its citizens, it may eliminate or revise such costs and/or services as it sees fit.
26. **PRIVATE DRIVES:** The owner(s) of private road(s) shall sign a waiver of damages provided by the contractor, holding harmless the Township and the contractor for any damage that may occur on the private road(s) in the course of solid waste/recyclable collection. In the event such a waiver is not signed by the owner(s) of the private road, the owner(s) shall take their solid waste/recyclables to the curb of the nearest public street for collection.

The format for said waiver shall be submitted to the Township thirty (30) days prior to commencement of contract.

27. HOLIDAYS: Any holiday customarily observed by the contractor which would result in a suspension of collection for that holiday must be specified. Regardless of any suspension of collection of service for a holiday, the contractor is obligated to provide collection of service to each residence at least once each week. Any regular suspension of service anticipated by the contractor shall be communicated to the Township and those residents affected, with as much lead time as possible. A list of all 'contractor observed' holidays on an annual basis shall be submitted with this bid.
28. COMMUNICATION DURING CONTRACT: The contractor shall meet with the Township Manager at the municipal building on an as-needed basis in order to review complaints, address general collection or billing problems, or to correct other problems or procedures involved with the contract. The contractor shall submit annual reports to the Township Manager no later than thirty (30) days after the end of each calendar year of the contract which shall contain the following information on the previous year's contract activity:
- a. Total cubic yards and tonnage of garbage and rubbish collected.
  - b. The types of volumes of recyclables and tonnages collected and marketed.
  - c. Number of dwelling units served in the Township.

Upon request by the Township, the contractor must supply audited certified statements of gross income derived under this contract. Said statements are intended to cover gross income from resident fees and sale of all recyclable materials.

29. COMPLAINTS: All complaints will be made directly to the contractor and shall be given prompt and courteous attention. In the case of alleged missed scheduled collections, the contractor shall investigate and, if such allegations are verified, shall arrange for the

collection by the close of the next business day after the complaint is received. If the missed pickup is not rectified, then customer shall receive a one-week credit. Subsequent weekly credits shall be given directly to the customer if multiple weeks are involved. A representative of the contractor will contact the Township Office in person or by telephone on a regular basis (at least once a month) in order to receive complaints, notices regarding problems with service, or requests for service. The contractor shall respond to said complainant in a manner satisfactory to the Township Manager or the respective authorized agent of the Township, but shall respond no later than by the end of the next business day following the date of a complaint.

30. **SPILLAGES:** The clean up of any spillage – as defined – is the responsibility of the hauler. The Township is adverse to spillage of any kind on municipal or private roads. In the best interest of having well maintained equipment and avoiding the frequency and occurrence of spillages which cause deterioration of roadways, the successful vendor agrees to the following:

Vendor shall report spillages to the Township within fifteen (15) minutes of occurrence/discovery.

Contractor shall take all appropriate action to clean-up spillage as directed by the Township within twenty-four (24) hours of the occurrence/discovery.

If so instructed by the Township, contractor shall remove said offending truck/equipment from service until such time as the necessary repairs are implemented.

31. **SECURITY DEPOSIT FOR SPILLAGES:** In order to ensure compliance with the provisions for spillages a good faith security deposit of \$2,000.00 shall be paid by certified or cashiers check to West Deer Township by the successful bidder within ten (10) days of a notice of contract award. This security deposit, or any remaining portion thereof, shall be held in

an interest bearing account by West Deer Township. Any assessment(s) against the security deposit shall not relieve the contractor of his on-going reporting and clean-up responsibilities for the duration of the contract.

A spillage occurrence shall be as defined: The first spillage occurrence each year of the contract shall result in a warning. For each subsequent spill, a charge of \$500.00 may be assessed against the security deposit by the Township. It shall be at the sole discretion of the Township to assess against the security deposit for subsequent spills when the contractor fails to comply with Section 30 – Spillages – subsections a, b, and c. The frequency and occurrence of spillages through the original three-year contract shall weigh heavily in determining the award of the option year(s). The depletion of the security deposit to a 'zero balance' before the end of this contract shall automatically mandate replenishment of the security deposit in a like amount by the contractor within fifteen (15) days. Failure by the contractor to do so shall result in a contract default under the contractor's performance bond, and shall constitute sufficient documentation to declare the contractor irresponsible for future bidding.

32. **RECYCLABLES COLLECTION:** The contractor shall remove, store, and market for resale or reuse materials specified by regulation to be recycled from residences within the Township. The collection for the recyclables shall be on a bi-weekly basis. Recyclables shall be collected on the same day as the collection of solid waste, garbage, rubbish, and bulky waste so as not to confuse residents as to the day for pickup.

The items to be collected at the curb shall be agreed to by the Township and the contractor. All recyclables will be co-mingled, except for newspapers and magazines. Newspapers and magazines shall be securely bundled and tied with string or twine and/or placed in a brown paper bag or plastic bag if incidentally incurred; that is in, under or behind each resident's recycling container. Additions or deletions to specified recyclable items may be made by mutual consent of the Township and the contractor.

All proceeds from the sale of the recyclables picked up by the contractor shall be the property of the contractor.

The vehicles used in the collection of these recyclables shall not be used in the collection of garbage or rubbish so as to misrepresent to the public the end use of these materials. The vehicles used for recyclables shall be distinguished from vehicles used for garbage and refuse collection either by make, model, color, or by the contractor posting a placard or sign indicating the vehicle is collecting recyclable materials, and to be a size large enough for the general public to easily recognize. The Township will cooperate with the contractor in educating the residents as to the benefits of recycling. The contractor must provide in his proposal a description of the collection service proposed for recycling.

33. TRANSFERABILITY OF CONTRACT: When the contract has been entered into, it shall not be assigned, transferred, subcontracted, or set over to any other person, firm, or firms, corporation or corporations, without the specific consent of the Township. The contractor is an independent contractor and all of its employees, servants, agents, and supervisors are employees of the contractor and not the Township. All equipment used by the contractor in the collection, removal and disposal of garbage/rubbish, bulky waste, recyclables, etc., shall be licensed and registered by them and operated by them or their employees. Any violation of these specifications shall be sufficient cause for the immediate cancellation of the contract by the Township, which may thereupon employ the necessary labor to perform the work or re-advertise and re-let the work at the expense of the offending contractor and their sureties.
  
34. ALLEGHENY COUNTY SOLID WASTE PLAN: If during the term of this contract, the County of Allegheny, or any of its agencies, should request or require any or all municipalities to participate in a cooperative solid waste disposal and/or recycling program, the contractor shall be obligated to cooperate with this program at the concurrence of any or all

municipalities. In this event, the contractor shall reduce the collection and disposal costs by approximately one hundred (100) percent of the savings which the contractor has gained.

35. **CONSIDERATION FOR AWARD:** The Township shall consider the following in the determination as to the feasibility of the contract and its award: levels of projected performance; total cost to municipal residents for the entire length of the contract; considerations of labor and equipment allocations to the municipality to meet its needs; experience and financial ability of the contractor to perform under the contract provisions; information in the questionnaire and in response to the contract specifications and/or other documents that are required; and the evaluation of other criteria pertinent to the contract. This list of criteria is not meant to be all inclusive of all pertinent items the Township would consider prior to award of a contract.
36. **TOWNSHIPS' RIGHT TO REJECT BIDS:** The Township reserves the right at their option to reject any and all bids and to waive any and all technicalities, informalities, and/or minor deviations from the bid documents.
37. **NONDISCRIMINATION:** The contractor shall not discriminate against any person because of race, sex, age, creed, color, handicap, religion or natural origin. The contractor's employment practices will be consistent with the EEOC, the ADA, and all pertinent Federal and State Employment Laws.
38. **SPECIFICATIONS PART OF CONTRACT:** These specifications, and all attached documents shall be incorporated into and become a part of the contract between the contractor and the Township.
39. **CONTRACT TO BE SIGNED:** The contractor to whom the contract is awarded shall file

within ten (10) days after said award, three (3) properly executed copies of the contract with the Township.

40. **LENGTH OF CONTRACT:** The term of the contract shall be a three (3) year period from the date the contract is executed and ending three (3) years thereafter. By mutual written consent of all parties, this contract period may be extended three (3) additional successive years at the contract price submitted by the successful bidder. Each contract extension shall require consent of all parties. Each contract extension shall be agreed upon by August 30th of each subsequent year. The contract will automatically terminate at the end of five (5) years after the executive date of the contract, without written notice.
  
41. **ACTS OF GOD:** If the contractor is delayed in the completion of his work by reason of unforeseeable causes beyond his control and without his fault or negligence including, but not restricted to, acts of God or of the public enemy, acts of neglect of the Township, acts or neglect of any other contractor, fires, floods, declared emergencies, epidemics, quarantine restrictions, strikes, riots, civil commotions, or freight embargoes, the period herein above specified for completion of his work shall be extended by such time as shall be fixed by the Township. No such extensions of time shall be deemed a waiver by the Township of its right to terminate the contractor for abandonment or delay by the contractor as herein provided, or to relieve the contractor from full responsibility for non-performance of his obligations hereunder.
  
42. **INSURANCE:** The contractor shall have and maintain Comprehensive General Liability Insurance for the entire term of the contract with the Township, in order to protect the contractor in providing services under the contract award from claims for damages or injuries to persons, including wrongful death, and for damages to property which may arise from operations under the contract with the municipality, whether such operations

arise from the contractor or a subcontractor. The Comprehensive General Liability policy shall include but not be limited to the following:

Certificates of public liability policies which shall contain limits of liability for:

- a. Bodily injury of \$1,000,000 each occurrence, \$2,000,000 aggregate.
- b. Property damage of \$1,000,000 each occurrence, \$3,000,000 aggregate and provide for, but not limited to, the following coverage:
  - i. Comprehensive form
  - ii. Premises and operations
  - iii. Contractual liability (blanket or specific)
  - iv. Independent contractors
- c. Automobile liability:
  - i. Comprehensive form
  - ii. Owned automobiles
  - iii. Hired automobiles
  - iv. Non-owned automobiles
- d. Excess umbrella liability \$3,000,000 per occurrence.
- e. The policy shall contain a clause naming West Deer Township and its respective public officials as an additional named insured with the right of notice in the event of policy cancellation.
- f. Coverage for this and all other insurance contracts shall be written with an insured with a minimum 'A.M. Best' rating of A.

**The contractor shall also carry the following additional insurance:** Workers compensation insurance as required by Pennsylvania law.

43. CERTIFICATE(S) OF INSURANCE: The contractor will provide the Township prior to

commencing work, the certificates of insurance evidencing the above coverages and the renewal of such policies of insurance which expire during the term of the contract. All certificates of insurance so provided must also provide that the insurance company will notify the Township, in writing, by registered mail, thirty (30) days prior to the termination of the policy. In a like manner, prior to any alterations in the policy which change, restrict or reduce the insurance provided or change the name of the insured a similar thirty (30) day notice shall be mandated.

44. INDEMNITY: The contractor shall be responsible for any loss, personal injury, death, and/or other damage that may occur, or be suffered by any employee of the contractor or any other person in connection with the operations to be carried out pursuant to these specifications or to the contract award to the successful contractor, and shall indemnify and save West Deer Township or any of its officers, agents or servants harmless against any claims for such loss, injury, death and/or damages against any claims for compensation to any employee of the contractor. This shall apply to all compensation due any employee of the contractor. This shall apply to all cases of such loss, injury, death and/or damages including cases of loss, injury, death, and/or damages for which either or both parties hereto may or shall be liable.
  
45. INSOLVENCY OF CONTRACTOR – TERMINATION OF AGREEMENT: Either the appointment of a receiver to take possession of all or substantially all of the assets of contractor, or a general assignment by contractor for the benefit of creditors, or any action taken by or suffered by the contractor under any insolvency or bankruptcy act shall constitute a breach of this agreement by contractor and shall, at the option of the Township, terminate this agreement.
  
46. SPECIFICATIONS FOR CURBSIDE RECYCLING CONTAINERS: Container will be made available to the residents by the Township at a fee determined as part of the West Deer Township Fee Schedule.

## CONTRACT

THIS CONTRACT, made and entered into this 19 day of October, 2016, by and between West Deer Township, a Municipal Corporation of Allegheny County, Commonwealth of Pennsylvania (hereinafter called the "Township"), and Morrow Refuse, Inc. Hereinafter called the "Contractor").

WITNESSETH:

WHEREAS, the Contractor did on the 30 day of September, 2016, submit a proposal to provide Residential Solid Waste Collection and Disposal within West Deer Township and to perform such work as may be incidental thereto.

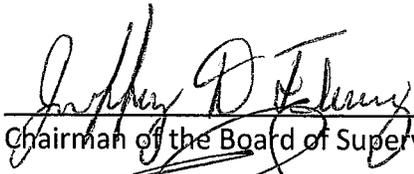
NOW THEREFORE, in consideration of the following mutual agreements and covenants, it is understood and agreed by and between the parties hereto as follows:

1. The Contractor is hereby granted the sole and exclusive franchise, license and privilege within the territorial jurisdiction of the Township and shall furnish all personnel, labor, equipment, trucks, and all other items necessary to provide Residential Solid Waste, Recycling Collection, Compostable Material Collection and Disposal Services as specified and to perform all of the work called for and described in the Contract Documents.
2. The Contract Documents shall include the following documents, and this Contract does hereby expressly incorporate same herein as fully as if set forth verbatim in this contract:
  - a. The Request for Proposals.
  - b. The Instructions to Bidders.
  - c. The Contractor's Proposal.
  - d. The General Specifications.
  - e. All pertinent Ordinances of the Township ordering or authorizing the work and services contemplated herein.
  - f. The Performance Bond, Insurance Certificate, and Non-Collusion Affidavit.
  - g. This instrument.
  - h. Any addendums or changes to the foregoing documents agreed to by the parties hereto.
3. All provisions of the Contract Documents shall be strictly complied with and conformed to by the Contractor, and no amendment to this contract shall be made except upon the written consent of the parties, which consent shall not be unreasonably withheld. No amendment shall be construed to release either party from any obligation of the Contract Documents except as specifically provided for in such amendment.

4. This Contract is entered into subject to the following conditions:
- a. The Contractor shall procure and keep in full force and effect throughout the term of this Contract all of the insurance policies specified in, and required by, the Contract Documents.
  - b. Neither the Contractor nor the Township shall be liable for the failure to perform their duties if such failure is caused by a catastrophe, riot, war, governmental order or regulation, strike, fire, accident, act of God or other similar or different contingency beyond the reasonable control of the Contractor.
  - c. In the event that any provisions or portion thereof of any Contract Document shall be found to be invalid or unenforceable, then such provisions or portion thereof shall be reformed in accordance with the applicable laws. The invalidity or unenforceability of any provision or portion of any Contract Document shall not affect the validity or enforceability of any other provision or portion of the Contract Documents.

IN WITNESS WHEREOF, we, the contracting parties, by our duly authorized agents, hereto affix our signature and seals at THE WEST DEER TOWNSHIP MUNICIPAL BUILDING as of this 16<sup>th</sup> day of NOVEMBER, 2016, A.D.

WEST DEER TOWNSHIP  
 A Municipal Corporation of Allegheny County, Commonwealth of Pennsylvania

By:   
 Chairman of the Board of Supervisors

  
 Township Manager

By:   
 Contractor

Attest: 

**ATTACH BID BOND HERE**

**BID PROPOSAL**

FORM OF PROPOSAL

WEST DEER TOWNSHIP  
NAMED HEREIN  
COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA

FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL  
AND  
RECYCLABLE MATERIAL COLLECTION AND DELIVERY

PROPOSAL OF: Morrow Refuse Inc  
ADDRESS: 4985 Bakerstown-Culmerville Rd.  
Tarentum Pa 15084

TO: Mr. Daniel J. Mator  
West Deer Township  
109 East Union Road  
Cheswick, Pennsylvania 15024

Gentlemen:

The undersigned being familiar with the local conditions affecting the total cost of the work, and with the Specifications including, Invitation to Bids, Definitions, Instructions to Bidders, this Bid, the Bid Bond, and the Form of Contract, and the Performance Bond, the General Specification and the General Scope of Work, any supplemental information to bidders and any addenda which might be issued, and on file in the offices of the West Deer Township, 109 East Union Road, Cheswick, PA 15024 hereby agree to furnish all labor, equipment, materials and services required to perform and complete the contract as hereinafter listed in accordance herewith for the following monthly prices per household. The undersigned Bidder understands that the quantities of work as shown herein are approximate.

I/we the undersigned Bidder hereby acknowledge(s) receipt of the addenda and or supplemental bidder information labeled and dated as follows:

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

**BID PROPOSAL**

Base Bid	2017	2018	2019
Per unit monthly price for once per week solid waste collection/disposal and bi-weekly recycling collection / delivery	<u>\$16<sup>00</sup></u>	<u>\$16<sup>50</sup></u>	<u>\$17<sup>00</sup></u>

(Optional Years)

2020	2021	2022
<u>\$17<sup>00</sup></u>	<u>\$17<sup>50</sup></u>	<u>\$18<sup>00</sup></u>

Please note: The only holiday we take off is Christmas Day. Collection of Christmas day pickups will be made the following day.

Current Contracts comparable in size and services

Harrison Township      Approx 4500 residents  
PO Box 376  
Springhill Rd  
Natrona Heights, PA 15065      Contact: Faith Payne 724 226-1393 ext 12

West Deer Township

Prior Contracts Comparable to West Deer Twp

Borough of Franklin Park  
Hampton Township

Any other information we have on file for these municipalities would be outdated but all were completed in a satisfactory manner between both contractor and municipality.

Other prior Municipal contracts

East Deer Township      Approx 725 residents  
927 Freeport Rd  
Creighton Pa

1-1-1998 thru 12-30-2012

Freeport Borough      approx. 900 residents  
414 Market St  
Freeport Pa  
2008 thru 2012 (most current completed, we have had many contracts here over the years)

Tarentum Borough  
1998- 2002 (most current completed)



September 13, 2016

Morrow Refuse Company, Inc.  
4985 Bakerstown – Culmerville  
Tarentum, PA 15084

RE: Disposal at Monroeville & Valley Landfill

To Whom It May Concern:

This letter is to confirm that Morrow Refuse Company has access to Chambers Development Company, Inc. for disposal of waste into Monroeville and Valley Landfills for the next six (6) years.

If you have any questions pertaining to this matter, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Simontti". The signature is stylized and cursive.

Richard Simontti  
Operations Manager