

TOWN OF LEWISBORO  
REQUEST FOR PROPOSALS  
REFUSE REMOVAL

NOTICE IS HEREBY GIVEN that the Town of Lewisboro is seeking proposals for the removal of refuse and recyclables from Town offices and facilities for a one-year period beginning on November 1, 2019.

Information packets and proposal forms are available from the office of the Town Clerk, 79 Bouton Road, South Salem, New York 10590 (914-763-3511 or email to [townclerk@lewisborogov.com](mailto:townclerk@lewisborogov.com).) or on the website at [www.lewisborogov.com](http://www.lewisborogov.com).

Proposals will be accepted at the office of the Town Clerk until 1:00 p.m. on Thursday, October 17, 2019.

BY ORDER OF THE TOWN BOARD  
TOWN OF LEWISBORO  
JANET L. DONOHUE  
TOWN CLERK

Dated at South Salem, New York  
This 17th day of September, 2019

TOWN OF LEWISBORO  
REQUEST FOR PROPOSALS  
FOR REFUSE AND RECYCLABLES DISPOSAL

REFUSE AND RECYCLABLES COLLECTION AND DISPOSAL

Pursuant to the General Municipal Law of New York State, section 104-b, the Town of Lewisboro hereby requests quotations from interested vendors for the collection and disposal of refuse, waste and recyclables from Town-owned facilities.

Waste shall include all items disposed of at stated locations other than hazardous waste.

Locations for collection shall include the Highway Department and Recycling Center, 11 Main Street, South Salem, New York, Onatru Farm, 99 Elmwood Road, South Salem, New York, the Town Park, Route 35, South Salem, New York, Oakridge Water and Sewer Treatment Plant, Oakridge Drive, South Salem, New York and Wild Oaks Sewer Treatment Plant, Nash Road, Goldens Bridge, New York.

The vendor shall supply one or more 2-yard and four or more 8-yard FEL covered containers in like-new condition. The Town will also use approximately ten (10) 20- and 30-yard roll-off containers for construction and demolition waste per year, locations to be specified at time of need.

The Town will require that each refuse container be emptied no less than once per week on a day specified by the vendor for the Highway Department, three times per week for the Maintenance Department, and twice per week for Town Park facilities during the months of April, May, June, July and August. Recycling containers will be emptied as needed. Empty roll-off containers will be delivered within seven days of request, and filled containers must be removed within seven days of request.

The contract shall commence as of its approval by the Town Board and execution by the Town Supervisor. The term of the contract shall be for one year from its commencement date with an option to renew for an additional year.

The vendor must be a licensed carter, licensed by the County of Westchester, and the Town of Lewisboro, and as such be qualified for the collection and disposal of commercial waste. All required licenses must be effective as of the date of contract award, and shall remain in effect for the term of the contract. The vendor must be and remain in compliance with all requirements of Article II of Section 134 Garbage Rubbish and Refuse of the Code of the Town of Lewisboro throughout the terms of the agreement.

Vendor must have in existence an executed agreement with a licensed facility for the disposal of refuse, garbage and recyclables. Said contract shall provide adequate disposal capacity for the term of this proposed contract.

## INSURANCE REQUIREMENTS

The contractor shall secure and maintain insurance policies to protect itself, its subcontractors and the Town of Lewisboro from all claims for bodily injuries, death or property damage which may arise from operations pursuant to this proposed contract, whether such operations are by itself or by its subcontractors or anyone employed by them directly or indirectly.

All policies of insurance shall list the Town of Lewisboro as a named insured. All certificates of insurance shall be filed with the Town Clerk and shall be subject to the Town's approval for adequacy of protection. Said certificate shall contain a thirty-day notice of cancellation in favor of the Town. The following insurance coverage is required by the vendor pursuant to the above stated request for proposal:

Workers compensation and disability benefits are required by law. Public liability insurance, combined single limit for bodily injury and property damage; one million dollars (\$1,000,000) per occurrence.

Motor vehicle bodily injury and property damage insurance, combined single limit: five hundred thousand dollars (\$500,000) per occurrence.

## NON-COLLUSIVE BIDDING STATEMENT

Vendors shall execute the non-collusive bidding certification form attached hereto.

## PROPOSAL TO PROVIDE REFUSE AND RECYCLABLES COLLECTION SERVICE

Name of vendor: \_\_\_\_\_

1. To provide collection once per week for 12 months for one 8-yard container located at the Town Highway Department \$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_

2. To provide collection once a week for two 10-yard container of paper located at the Town Recycling Center \$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_

3. To provide collection once a week for one 10-yard container of comingled recyclables located at the Town Recycling Center \$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_

4. To provide collection three times per week for 12 months for one 8-yard container at Onatru Farm, \$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_

5. To provide collection of two 8-yard containers located at the Town Park as follows: Twice a week for the months of April, May, June, July and August; once per week for the remaining months of the year.

\$\_\_\_\_\_ per month for April May, June, July & August x 5 mos.

\$\_\_\_\_\_ per month rest of year x 7 mos. = \$\_\_\_\_\_

Total contract price for 12 months: \$\_\_\_\_\_

6. To provide collection one time per week for 12 months for one 2-yard container for Oakridge Water & Sewer facility \$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_

7. To provide collection (on-call basis) – approximately one time per 2 months for 12 months for one 2-yard container for Wild Oaks Sewer Treatment facility

\$\_\_\_\_\_ per month for 12 months = \$\_\_\_\_\_  
(6 pickups)

Total price for 12 months \$\_\_\_\_\_

## PROPOSAL FOR ROLL-OFF SERVICE

Per container for up to ten (10) 20- and 30-yard containers for construction and demolition debris.

Per container on an as-needed basis for 20-yard containers

\$\_\_\_\_\_per container

Per container on an as-needed basis for 30-yard containers

\$\_\_\_\_\_per container

#### NON-COLLUSION CERTIFICATE

By submission of this proposal, each vendor and each person signing on behalf of any vendor certifies under penalty of perjury that to the best of his knowledge and belief:

I. The prices in this proposal have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

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

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

By: \_\_\_\_\_  
Name Title

Sworn to before me this  
day of \_\_\_\_\_, 2019

(Corporate seal)

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