

**TOWN OF HOUSTON  
INVITATION TO BID**

The Town of Houston, Delaware will receive and open sealed bids for annual trash and recycle collection within the corporate limits of the Town of Houston on Thursday evening, June 06, 2019 at 7:30 pm at the Houston Fire Hall, 143 Broad Street, Houston, DE 19954. Proposals shall be clearly marked and delivered prior to June 06, 2019 at 7:30 pm or be mailed to:

**Town of Houston  
PO Box 196  
Houston, DE 19954  
TRASH AND RECYCLE COLLECTION BID**

1. The trash and recycle collection period shall be effective from July 1, 2019 through June 30, 2022. (156 weeks).
2. Curbside trash collection shall be made weekly (52 collections per year) on Friday mornings **NO EARLIER** than 7:00 am.
3. Curbside recycle collection shall be made bi-monthly (26 collections per year) on Friday mornings **NO EARLIER** than 7:00 am.
4. Whenever a **collection day** falls on the following federal holidays, the collection shall be made on the next day (Saturday) of the same week:
  - New Years Day
  - Inauguration Day
  - Independence Day
  - Veterans Day
  - Christmas Day
5. The sealed bid collection fees shall be priced per year, based on 173 residential collections. The bid shall break down the cost of trash collection annually, the cost of trash waste wheelers annually per wheeler, and the cost of recycling collection annually.
6. New large waste wheelers shall be provided for waste & recycle services.
  - 6A. Should a waste wheeler, either trash or recycle, become damaged, the Town will notify the Contractor and the Contractor will deliver a new waste wheeler within 10 business days to the residence.
7. All landfill fees shall be paid by the collection company.
8. The maximum weight per waste wheeler is 75 lbs. Standard trash cans, waste wheelers and/or trash bags shall be used. No 55 gallon drums will be collected. No demolition material (i.e. shingles, bricks, cement blocks, plaster and/or anything associated as part of a remodeling project) will be collected.
9. The successful bidder and any subcontractors shall have a current State of Delaware business license.
10. The Contractor shall furnish the Town with certificates of proof of insurance for Liability Insurance and any other State of Federally mandated insurance coverage. In addition, the Contractor shall provide the Town with proof of insurance in the following minimum amounts: Property Damage and Bodily Injury – each occurrence \$500,000.00.

11. It is understood and agreed upon that the Town of Houston is absolved of any and all liabilities from any and all claims, demands, actions, judgments, cost, expense and liabilities of every kind and nature, which may or could arise or result directly or indirectly from trash collection services.

12. It is understood and agreed upon that the Contractor is not an agent of the Town but is employed hereunder as an independent contractor.

13. It is understood that the bids shall remain firm for sixty (60) days, and that the Town reserves the right to reject any and all bids and to accept those which, in its opinion, will best suit the needs of the citizens of Houston.

**INDEMNITY CLAUSE:** The Contractor agrees to hold harmless and indemnify the Town of Houston from all claims, legal and equitable, including court costs and reasonable attorney's fees, arising out of the service the Contractor is providing to the Town.

**PERSONNEL AND EQUIPMENT:** The Contractor shall have adequate personnel and equipment to perform the work specified.

**REFERENCES:** Bidder shall provide a list of references of townships for which they currently provide collection services.

**CONTRACTOR'S PAYMENT:** The Contractor shall bill the Town and be paid each month.

**CONTRACT TERMINATION:** It shall be understood and agreed upon that should the Contractor fail to perform the work according to the specifications, the Town shall have the right to terminate the contract.

Sum cost for Basic Trash Collection Service: \$ \_\_\_\_\_/annually.

Sum cost for each Waste Wheeler: \$ \_\_\_\_\_/annually, per waste wheeler.

Sum cost for Recycling Service \$ \_\_\_\_\_/annually, including waste wheeler.

**Attach the following:**

**Failure to attach the following may result in rejection of the bid.**

- Current State of Delaware License**
- Certificate of Liability Insurance**
- List of References**

CONTRACTOR NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_



**--- TOWN LIMITS**

**■ OUT OF TOWN BUT INCLUDED**

0 162.5025 650 Feet

THIS MAP IS NOT SURVEY ACCURATE OR FOR  
 ENGINEERING USE AND IS SUBJECT TO PERIODIC CHANGES