



Office of Town Manager

6280 W. 800 N.
McCordsville, IN 46055
www.mccordsville.org

TO: Interested Solid Waste Management vendors

FROM: Tim Gropp, Town Manager

DATE: April 2022

RE: Request for Bids for trash and recycling collection services

The Town of McCordsville is inviting interested professional trash and recycling collection services companies to provide a bid for providing trash collection with options for recycling. The Town is requesting bids for both a two-year period and a four-year period. The proposal is for residential trash and recycling removal only except for the inclusion of trash and recycling collection at all McCordsville Municipal Facilities.

We are asking any interested party to **submit a base proposal that include town-wide curbside trash removal.**

In addition, the Town requests each proposal to include two alternatives:

- 1) add bi-weekly curbside recycling for all residents.
- 2) add 4- 8-yard recycling receptacles located at Town Hall to be collected three times a week.

The services which will be included in the contract are:

1. The collection of yard waste including grass, leaves, and shrubbery cuttings.
2. The collection of one Christmas Tree per residence.
3. Collection of refuse at curbside or end of driveway in proper containers weekly (date to be determined by vendor).
4. If providing toters, the ability to choose between a 64 gallon or 96-gallon toter.
5. Curbside recycling made available for Town residents for an additional cost billed directly to the property owner (**in the event the alternate to provide town-wide curbside recycling is not selected**).
6. Add the option for billing to be handled through company
7. Provide a direct line for customer service and support
8. Curbside heavy trash pick-up made available to residents monthly.
9. The ability to begin with the first collection the week of January 1st, 2023.
10. McCordsville Municipal Facilities currently include Town Hall, Wastewater Plant, and the Old School Park. Bid should include a cost per additional facility added at the Town's request (assume four yard additional). Current use is 2-four yard, 1- two yard, and 3 toters.

The Town's approximate occupied roof top count for January of 2023 is expected to be near 3,500. This is expected to rise to approximately 4,265 by 2025 and 4,691 by the end of 2026.

Under the requirements of IC 36-1-12-4, each bidder is required to submit under oath with his or her bid: a financial statement; a statement of experience; a proposed plan for performing such work; and the equipment he or she has available for the performance of such work. The bid is to be accompanied by a bid deposit which must be a bond or certified check in an amount which is 10 percent of the contract price. All checks of unsuccessful bidders will be returned upon selection of successful bidders (IC 36-1-12-4.5). Further, an affidavit must be submitted stating that the bidder has not entered into a combination or agreement relative to the price of the bid by the person, to prevent a person from bidding; or to induce a person to refrain from bidding and that the bidders bid is made without reference to any other bid (IC 36-1-12-4(b)12(A). **Further, this contract may be extended for any term agreed to by the parties.**

If interested, sealed bids must be received by the following place and time:

4:00 p.m. on Tuesday, June 7, 2022

McCordsville Town Hall

Attn: Stephanie Crider, Utility Department Supervisor

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Bids will be opened at the regularly scheduled McCordsville Public Works Committee meeting, June 7th (4:30 p.m.), and will be publicly read aloud at that time. The Public Works Committee will take all bids under review and make a recommendation to the McCordsville Town Council at the Public Works Committee July 5th regularly scheduled meeting. The contract will then be awarded at either the July or August Town Council meeting depending on whether additional information is requested. The contract will be awarded to the lowest responsive and responsible bid.