

## **Invitation for Bids**

The Pike County Housing Authority (PCHA) located at 838 Mason Street, Barry, Illinois 62312 is soliciting bids for waste management services to its public housing units located in Pike County, Illinois for the period of 4/1/2022 through 3/31/2025.

The following specifications are relevant to this contract:

### **Service Location**

The contract shall apply to all properties owned by PCHA. There are 228 apartments plus administrative facilities, community buildings, and maintenance facilities to be serviced.

The Waste Management Company (WMC) will provide a fixed, one year price to provide the services listed in this specification sheet for all apartments, administrative facilities, community buildings, and maintenance facilities.

Arrangements can be made to view examples of the entire service area in advance of bid submittal by contacting PCHA.

### **Service Coverage and Schedule**

This bid process is for PCHA properties located in Barry, Baylis, Griggsville, New Canton, Perry, Pittsfield, and Pleasant Hill.

The WMC will conduct all waste management services on a weekly basis.

The WMC shall furnish all trash receptacles required at the discretion of PCHA. The trash receptacles are to be of heavy duty construction with wheels and attached lids. In the instances that arise where additional trash cans are requested, the WMC may be required to furnish additional containers (at no additional cost), which should be factored into bids.

Bids are to be for curbside pickup, but PCHA clientele has the ability to make a reasonable accommodation request for pickup/drop off at the unit (at no additional cost), which should be factored into bids.

At the PCHA maintenance facility in Barry there is a 25 yard roll off container that will need to be provided and will require frequent dumping on an as needed basis (at no additional cost), which should be factored into bids.

At the PCHA apartment building in Pittsfield there is a 2 yard roll off container that will need to be provided and will require weekly dumping (at no additional cost), which should be factored into bids.

### **Required Insurance**

The WMC shall furnish evidence with the bid for services of active insurance in the following amounts: Workmen's Compensation Insurance at a minimum \$1 million, Automobile Insurance at a minimum of \$1 million and Liability Insurance at a minimum of \$1 million per occurrence and a \$3 million aggregate. The PCC is responsible for ensuring that PCHA receives a valid certificate of Liability Insurance listing PCHA as an additional insured certificate holder with notice given upon cancellation.

## **Fees**

All responses must include a detailed fee structure related to the specifications contained in the bid. Fee structure should be all inclusive according to the specifications and should not include per occurrence dumping charges.

Bids will be received until 3:00p.m. On March 11<sup>th</sup>, 2022 at the PCHA office, at which time and place all bids will be publicly opened and read. Bids are to be totaled, factoring in all charges, and will not be accepted for individual properties.

PCHA reserves the right to reject any or all bids presented. Failure to include all requested bid documents in the appropriate format, will lead to rejection of that particular bid.

Any questions regarding bids or for additional documents should be directed to Chris Bruns, Executive Director at 217-407-0707 or [cbruns@pikehousing.com](mailto:cbruns@pikehousing.com). PCHA is an Equal Housing Provider and Equal Opportunity Employer.

1/21/2022