

Request for Proposal (RFP)

Waste Removal and Disposal Services

Issued: May 10, 2019

Proposals Due:

May 20, 2019 12:00pm

1. SCOPE OF SERVICES

Job Training and Employment Corporation (JTEC) is requesting proposals for the pickup and disposal of solid waste at two locations in Hyannis, Massachusetts. This proposal should be presented in accordance with the specifications listed below.

2. SERVICE TO BE PERFORMED

The Contractor will be required to provide waste removal for 88 North Street (JTEC Administration) and 372 North Street (MassHire Cape and Islands Career Center) in Hyannis, Massachusetts.

- A. The Contractor agrees that the property owner has the right to modify the contract by adding or deleting service levels as required, and will amend the contract as needed.
- B. The Contractor shall remove all waste from containers supplied by the Contractor under this proposal.
- C. The Contractor shall leave the areas surrounding each serviced container free of trash.
- D. The Contractor will provide timely feedback, suggestions and resolutions for problems presented by the property owner.
- E. Due to parking limitations, all work is to be performed between the hours of 6:00 a.m. through 7:30 a.m., Monday through Friday or between 6:00am and 8:00pm on Saturday. It is essential that the contractor service these containers between the designated times, or property owner has the right not to compensate the Contractor if service is not performed between the designated times.
- F. The Contractor must furnish with the proposal a copy of the required insurance certificate. Evidence of insurance must be provided by the Contractor, covering waste removal, transport, management, and disposal.
- G. The Contractor shall possess all state licenses required to collect, transport, and dispose of waste materials.
- H. It is the Contractor's responsibility to have equipment of suitable type, and in proper condition, to operate and maintain uninterrupted schedules. The Contractor shall maintain collection vehicles in a clean and safe working condition.
- I. The Contractor will accept all legal liability for the proper transport of solid waste collected from the property.
- J. The Contractor certifies that it will handle, transport, and dispose of all waste to a facility in accordance with all applicable governmental regulations. Further, the property owner

will be held harmless from any action by the Contractor in the performance of waste collection, transport, and disposal for the properties which does not conform to government regulations for waste collection, transport, and disposal.

- K. The Contractor shall be responsible for the acts of its employees and agents while on the properties. Accordingly, the Contractor agrees to take all necessary measures to prevent injury and loss to persons or property located on the building premises. The Contractor shall be responsible for all damages to persons or property caused by the Contractor or any of its agents or employees. The Contractor shall promptly repair, to the specifications of the property owner, any damage that it, or its employees or agents, may cause to the property premises or equipment. If the Contractor fails to do so within the timeframe established by the property owner, the property owner may repair such damage and the Contractor shall reimburse the property owner promptly for the cost of repair.
- L. The Contractor agrees that, in the event of an accident of any kind on the premises, the Contractor will immediately notify the property owner and thereafter furnish a full written report of such accident.

3. COMMUNICATIONS AND RESPONSE

For any information relative to this RFP, please direct all inquiries and submit proposals to Joan Rezendes, VP Facilities at jrezendes@jteccorp.com. All questions from potential bidders and corresponding responses will be distributed to all potential bidders. Deadline for submitting proposals is 12:00 p.m. Monday, May 20, 2019.

APPENDIX A:

PRICING PROPOSAL

The Contractor's response to this appendix will be incorporated into the final Contract. The contract will be a fixed fee for initial periods of July 1, 2019 – June 30, 2020 at 372 North Street and at 88 North Street. A second period of July 1, 2020 – June 30, 2021 at both locations is at the option of JTEC and is subject to successful performance during the initial period.

METHOD AND RATE OF PAYMENT

Indicate the price per month at which the Contractor will provide all services and materials during the time periods specified in the RFP and with the following parameters:

- 1) 88 North Street: One (1) 6-yard container, located within secured fencing
 - a. Pickup once per week
- 2) 372 North Street: One (1) 6-yard container, located within secured fencing
 - a. Pickup once per week
- 3) Proposal must also include fee for extra pickup upon request, and guaranteed response time to such requests