



BOROUGH OF SMITHTON

Established in 1901

615 Center Street, PO Box 374

Smithton PA 15479

smithtonboro@hotmail.com

Phone/Fax (724) 872-6406

## INVITATION TO BID

**Our current refuse collection contract expires December 31, 2024**

**Terms: Effective January 1, 2025 for a maximum three (3) years.**

**Scope:** Contractor to pick up all refuse from residential and apartments within the Borough limits and shall furnish all personnel, labor, equipment, vehicles and all items necessary to provide municipal waste collection, removal and disposal to an approved landfill.

**Copy of current Borough ordinance included**

**Contract to include the following:**

**Billing Specifications:**

- Three year contract; **January 1, 2025 – December 31, 2027**
- Property owner will bill quarterly; hauler is responsible for all billing and collection
- All property owners must pay; billing to owner; each rental unit will be charged
- All properties shall be charged the same monthly fee; commercial customers having the option to contract with any hauler
- Senior Citizen Discount

**Collection Specifications:**

- Approximately 200 residential customers, plus some businesses
- Once a week collection, preferably on Friday mornings after 6:00 AM
- Unlimited weekly garbage bags
- Haulers shall be responsible for clean up of any materials it causes to fall on Borough Streets
- All refuse must be located on front streets, no alley pick up
- Residents must arrange for pickup of extraordinary bulk items prior to removal with the hauler
- One large bulk item per week. *(Hauler will only collect refrigerators or air conditioner with certified CFC's properly removed by licensed technician)*
- Service for residents for the collection of Electronic Waste (e-Waste) and Household Hazardous Waste (HHW) directly from the homes of resident. Prohibited items: automotive parts, construction or demolition materials, tires, paint cans.

**Additional Requirements:**

- A 2-yard dumpster to be provided, free of charge, at the Little League Ball field (April –September) located at 690 Peer Street, Smithton PA 15479
- A 2-yard dumpster to be provided, free of charge, at the Smithton Volunteer Fire Department’s Social Hall, located at 609 Center Street, Smithton PA 15479
- Free pick-up for Borough Building located at 615 Center Street, Smithton PA 15479
- Free pick-up for Sewage Plant located on Peer Street, Smithton PA 15479
- Free pick-up for Smithton Volunteer Fire Department, 131 First Street, Smithton PA 15479, and their Social Hall, 609 Center Street, Smithton PA 15479

**Dumpster Rental:**

- All dumpsters to be dropped off on Borough streets shall be approved by council FIRST
  - o (Permit required before drop off)

**Insurance and Bond:**

- Contractor shall furnish to the Borough Secretary a contractor’s performance bond with a surety company authorized to do business in the Commonwealth of Pennsylvania in the amount of TEN THOUSAND DOLLARS (\$10,000.00) or an equivalent cash amount which shall be held in a separate escrow account by the Borough during the term of this Agreement. Any performance bond shall be renewed thirty (30) days prior the expiration of each year of this Agreement.
- The Contractor, at its own cost and expense, shall maintain in effect at all times during the term of this Agreement, liability insurance with such coverage and with such limits sufficient to insure against any claims of liability arising out of the Contractor’s performance of the scope of services under this Agreement. The certificate of insurance furnished by the Contractor to the Borough shall state that the Borough and its elected and appointed officers and officials are additional insureds under the Contractor’s liability insurance policy. Additionally, the Contractor shall provide written notice to the Borough Secretary in the event of termination in its liability insurance policy.

Following are key dates and times for the Bid and award of the contract:

Sealed bids are DUE:	Monday, October 14, 2024 1:00 PM
Physical Drop off:	Smithton Borough 615 Center Street Smithton, PA 15479
Mailing Address:	Smithton Borough PO Box 374 Smithton, PA 15479 <i>*PO box must be used or bid will not be received</i>
Bid Opening:	Monday, October 14, 2024 2:00 PM
Bids Awarded:	Smithton Borough Council Meeting Monday, October 14, 2024 6:30 PM

**Legal Advertisement, Tuesday, September 10, 2024 in the Mon Valley Independent**

Borough of Smithton, Westmoreland County, Pennsylvania, will accept sealed bids for a three (3) year contract for waste collection including collection, removal and disposal of all waste materials from residences. Bid documents and instructions are available at the Smithton Borough office (724) 872-6406, via email: [smithtonboro@hotmail.com](mailto:smithtonboro@hotmail.com) or at [www.smithtonboro.us](http://www.smithtonboro.us).

Sealed bids must be sent by U.S. Postal Service to: Smithton Borough PO Box 374 Smithton PA 15479 or dropped off at 615 Center Street, Mondays or Wednesday s. Bids must be received by October 14, 2024 at 1:00 PM. Bid opening will take place on October 14, 2024 at 2:00 PM at the borough building, and the contract will be awarded at our regular scheduled council meeting at 6:30 PM.

The Borough reserves the right to accept or reject any part of any or all bids; to waive any irregularities in the bidding; and to enter into a contract with bidder whom, in their opinion, offers the lowest, responsive and most responsible bid.