

Solicitation 640

Recycling Bins

Bid Designation: Public



Capitol Region Council of Governments

BIDSYNC VENDOR BILLING AGREEMENT

BidSync will contact the Accounts Payable personnel for your company for any billing related questions. Please complete the Account Payable information below:

COMPANY NAME:

ACCOUNTS PAYABLE (AP) CONTACT

First name:

Last name:

DIRECT EMAIL ADDRESS:

DIRECT PHONE NUMBER:

ALTERNATE PHONE NUMBER:

FAX NUMBER:

BILLING OPTIONS

By selecting one of the following billing options and placing an offer, you are agreeing to pay BidSync 2% of the award amount, if you are the winning bidder. If you are the winning bidder, the agency will confirm the award amount once the bid has ended and the agency has made an award decision. The invoice you will receive from BidSync will reflect your billing selection and payment due dates for the amount awarded to your company by the agency.

PAY ON INVOICE

BidSync's Pay On Invoice options allows Vendors greater flexibility working with lengthy Government contracts by accepting payment of the fee divided into three equal payments. The payments will be due within 30 days, 60 days, and 90 days from the date of the initial award. If at any time the payment is late, penalties and interest will apply.

PAY ON AWARD

BidSync's Pay On Award option offers a 2.0% discount to the total fee when full payment is made within thirty (30) days of the award. If full payment is not received within thirty (30) days of award, the pay option will default to the Pay On Invoice Option.

CUSTOM PAYMENT SCHEDULE

BidSync's Custom Pay Schedule allows Vendors to tailor payment to be more appropriate to your contract. The Vendor may contact BidSync's Accounts Receivable at 800-990-9339, ext 478 to set a custom payment schedule, within fifteen (15) days of bid award. If arrangements have not been made within fifteen (15) days of bid award, the pay option will default to the Pay On Invoice Option.

If you have any questions about this Billing Agreement, you may directly contact BidSync's Accounts Receivable:

Toll free: 800-990-9339 ext. 245

Email: billing@bidsync.com

AGREEMENT CONFIRMATION

I, , as an authorized agent for

| _____ | (company name) have read and understood the above stated billing agreement. By indicating a billing selection above, I acknowledge and agree to make said payments directly to BidSync if my company is the **winning** bidder for this bid.

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Signature of authorized agent

Title

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Printed Name

Date

DISCLAIMER: If the Vendor does not pay BidSync within 60 days of invoice, the Vendor's access to the system will be discontinued and any outstanding amount may be sold to a collections agency. Any and all fees associated with collections will be borne by the Vendor. A late fee will accrue at the rate of two percent (2%) per month for any fees not paid when due. Notwithstanding the foregoing to the contrary, the fees charged pursuant to this section shall not contravene laws of the State where Vendor is based. We may, in our sole discretion, change our fee policies, the fees we charge, and some or all of our system or services at any time. All fees must be paid in U.S. Dollars. Vendor is responsible for paying any and all applicable taxes.

Bid 640 Recycling Bins

Bid Number **640**
 Bid Title **Recycling Bins**
 Bid Start Date **In Held**
 Bid End Date **Feb 25, 2016 10:00:00 AM EST**
 Question & Answer End Date **Feb 22, 2016 3:00:00 PM EST**

Bid Contact **Maureen Goulet**
Purchasing Assistant
Community Development
860-522-2217 ext 237
mgoulet@crcog.org

Contract Duration **2 years**
 Contract Renewal **1 annual renewal**
 Prices Good for **Not Applicable**

Bid Comments **The intent of this bid is to obtain recycling bins for CRPC members' curbside recycling programs during the period commencing March 1, 2016 and ending February 28, 2017. Recycling bins purchased off of resulting contracts shall meet all applicable specifications listed herein, or approved variations. Please indicate the pricing for your LOWEST RANGE (i.e. 1-500 bins) in the line items below and indicate the quantity range for that price. Further information on other price ranges should be provided on the information sheet. Please note that we have separated pricing of imprints for bins and carts. Please respond to either depending on products you offer.**

Item Response Form

Item **640--01-01 - 14 Gallon Curbside Recycling Bin**
 Quantity **1 each**
 Unit Price
 Brand
 Quantity Range for this Price
 Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description
 14 Gallon Curbside Recycling Bin. Please indicate the pricing for your LOWEST RANGE (i.e. 1-500 bins) in the line items and indicate the quantity range for that price. Further information on other price ranges should be provided on the information sheet.

Item **640--01-02 - 16 Gallon Curbside Recycling Bin**
 Quantity **500 each**
 Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 500

Description

16 Gallon Curbside Recycling Bin. Please indicate the pricing for your LOWEST RANGE (i.e. 1-500 bins) in the line items and indicate the quantity range for that price. Further information on other price ranges should be provided on the information sheet.
 Town of Prospect - please include the dimensions of the bin, may require a different size

Item **640--01-03 - 18 Gallon Curbside Recycling Bin**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

18 Gallon Curbside Recycling Bin. Please indicate the pricing for your LOWEST RANGE (i.e. 1-500 bins) in the line items and indicate the quantity range for that price. Further information on other price ranges should be provided on the information sheet.

Item **640--01-04 - 64/65 Gallon Curbside Recycling Container**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

65 Gallon Curbside Recycling Container

Item **640--01-05 - 60/65 gallon Curbside Recycling Container**

Quantity **301 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
No Location Specified

Qty 1

City of Middletown

City of Middletown
 245 deKoven Drive
 P.O. Box 1300
 Middletown CT 06457
Qty 300

Description

Height: 41" min, 47" max
 Depth: 24" min, 36" max
 Width: 24" min, 32" max

Item **640--01-06 - 64/65 Gallon Curbside Recycling Container - all-inclusive**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

64/65 Gallon Curbside Recycling Container - pricing shall include RFID tag integration, assembly, distribution, and digital database recording the location of each distributed container by address and corresponding identification number.

Item **640--01-07 - 90/95 gallon Curbside Recycling Container**

Quantity **2201 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

City of Middletown

City of Middletown
 245 deKoven Drive
 P.O. Box 1300
 Middletown CT 06457
Qty 2200

Description

Height: 47" max
 Depth: 36" max
 Width: 32" max

Item **640--01-08 - 95/96 Gallon Curbside Recycling Container**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

95 Gallon Curbside Recycling Container

Item **640--01-09 - 95/96 Gallon Curbside Recycling Container - all inclusive**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

95/96 Gallon Curbside Recycling Container - pricing shall include RFID tag integration, assembly, distribution, and digital database recording the location of each distributed container by address and corresponding identification number.

Item **640--01-10 - Imprint (per side) - BINS**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
Capitol Region Council of Governments
 241 Main Street, 4th Floor
 Hartford CT 06106
Qty 1

Description

Imprint (per side) Added on Feb 17, 2010: This addendum separates pricing of imprints by bins and carts.

Item **640--01-11 - Imprint (per side) - CARTS**

Quantity **2501 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**
No Location Specified
Qty 1

City of Middletown

City of Middletown
 245 deKoven Drive
 P.O. Box 1300
 Middletown CT 06457
Qty 2500

Description

This addendum adds the line item of imprint by cart so that bin and cart imprinting may be priced separately.

Item **640--01-12 - Set Up Fee for Imprint (if any)**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

Description

Set Up Fee for Imprint (if any)

Item **640--01-13 - RFID Tag Integration**

Quantity **2501 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

City of Middletown

City of Middletown
 245 deKoven Drive
 P.O. Box 1300
 Middletown CT 06457
Qty 2500

Description

high or ultra high frequency

Item **640--01-14 - Label - in-molded on cart lid**

Quantity **2501 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

City of Middletown

City of Middletown
245 deKoven Drive
P.O. Box 1300
Middletown CT 06457
Qty 2500

Description

Containing pictures of recyclable materials, instructions, phone number(s), other info.

Insurance Exhibit (West Hartford)

For the purpose of this exhibit: the term "Contractor" shall also include their respective agents, representatives, employees or subcontractors; and the term "Town of West Hartford and West Hartford Board of Education" (hereinafter called the "Town") shall include their respective officers, agents, officials, employees, volunteers, boards and commissions.

The Contractor shall procure and maintain the required insurance coverage against claims that may arise from, or in connection with the services and goods provided by the Contractor for the duration of the contract term, including any and all extensions. The Contractor shall provide the Town with a certificate of insurance confirming compliance with this exhibit prior to commencement of the contract. Such insurance shall be written for not less than specified, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever is greater. The Contractor shall assume any and all premiums and deductibles in the described insurance policies. Both the Contractor and Contractor's insurer(s) agree to have no right of recovery or subrogation against the Town and the described insurance shall be primary coverage. Any failure to comply with the claim reporting provisions of the policy shall not affect coverage provided to the Town. Each required insurance policy shall not be suspended, voided, cancelled or reduced except after thirty (30) days prior written notice, ten (10) days notice for non-payment, has been given to the Town.

All liability policies (with the exception of Worker's Compensation) shall include the Town of West Hartford, the West Hartford Board of Education, and their respective officers, agents, officials, employees, volunteers, boards and commissions as an Additional Insured and shall include, but not be limited to investigation, defense, settlement, judgment or payment of any legal liability. Failure to maintain the required insurance coverage and Additional Insured Endorsements shall be grounds for termination of the contract. It is agreed that the scope and limits of the insurance specified are minimum requirements and shall in no way limit or exclude the Town from additional limits or coverage provided under each policy. The policies shall be on the occurrence form and must be written by companies licensed to do business in the State of Connecticut. The Town's Risk Manager shall review any and all exceptions.

Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, property damage, contractual liability and products /completed operations. Contractor shall continue to provide products/completed operations coverage for two (2) years after completion of the work.

Automobile Liability and Physical Damage Coverage: \$1,000,000 combined single limit per occurrence for any auto, including statutory uninsured/underinsured motorists coverage and \$1,000 medical payments. Policy to include collision and comprehensive coverage for any auto used for the purpose of this contract.

Umbrella Liability: \$1,000,000 per occurrence, \$2,000,000 aggregate following form.

Workers' Compensation: Statutory limits including Employer's Liability with limits of \$100,000 each accident, \$500,000 for each disease/policy limit, and \$100,000 for disease for each employee as required by the State of Connecticut. If the Contractor decides not to procure workers' compensation in accordance with Connecticut law, the Contractor agrees to comply with the Connecticut Workers' Compensation Act's (Act) requirements for withdrawing from the provisions of the Act, including, but not limited to, filing the appropriate notice of withdrawal with the commissioner. The Contractor is wholly responsible for taking the actions necessary to withdraw from the provisions of the Act. In lieu of procuring workers' compensation insurance and providing the Town with proof thereof, the Contractor agrees to hold the Town of West Hartford, the West Hartford Board of Education, their respective boards and commissions, officers, agents, officials, employees, servants, volunteers, contractors and representatives harmless from any and all suits, claims, and actions arising from personal injuries sustained by him during the course of the performance of this contract, however caused.

Personal Property for "all risk" insurance on a replacement cost basis to cover the value of personal property belonging to the Contractor and others (including but not limited to the personal property of subcontractors) located on Town property while in use or in storage for the duration of the contract. Deductible not to exceed \$1,000.

Duly Authorized

Date

(Print Name Here)

GENERAL VENDOR INFORMATION

VENDORS ARE ASKED TO FILL OUT THIS FORM SO THAT THEIR BID RESPONSES ARE CONSIDERED COMPLETE.

The undersigned: is aware that any CRPC member may reject any and all bids, or any part of any and all bids; is aware that quantities furnished herein are estimates only; has not included any state or federal taxes for which the CRPC members are not liable; and is making this bid without collusion with any person, individual or corporation.

COMPANY

REPRESENTATIVE

POSITION

ADDRESS

(ZIP)

TELEPHONE #

FAX #

TAX ID #

E-MAIL ADDRESS

SIGNATURE

PAYMENT TERMS: % Days

DATE:

CRPC #640

**CAPITOL REGION PURCHASING COUNCIL
INVITATION FOR BID
RECYCLING BINS**

BID SPECIFICATION

I. MODIFICATIONS TO GENERAL TERMS AND CONDITIONS

INTENT

The intent of these specifications is to obtain recycling bins for CRPC members' curbside recycling programs during the period commencing March 1, 2016 and ending February 28, 2017. Recycling bins purchased off of resulting contracts shall meet all applicable specifications listed herein, or approved variations.

TAXES/PRICES

The Municipalities are exempt from the payment of any sales, excise or federal transportation taxes. The prices bid, therefore, must be exclusive of taxes and will be so construed. Note: The Capitol Region Purchasing Council strictly prohibits the unilateral imposition of additional surcharges (fuel, delivery, etc.) on the participating members at any point during the contract period.

Moreover, unless the bid proposal specifically states that prices are subject to change, the quoted net prices (list price figures less the discount) shall remain fixed throughout the entire contract period and shall be construed as all-inclusive.

DELIVERY ARRANGEMENTS

All prices bid must be on the basis of F.O.B. delivery point, unloaded inside, unless otherwise indicated in the proposal. A bid on any other basis than that indicated in the proposal may be considered informal. All recycling bins shall be delivered to the various locations specified by each ordering town within one week for 14, 16 and 18 gallons, and within 4-6 weeks for 64/65 and 95/96 gallon roll-out carts after receipt of a purchase order. Recycling bins will be ordered in groups as needed, but quantities may be small because of limited storage facilities.

Vendors are asked to provide pricing for delivery, assembly and distribution for 64/65 gallon and 95/96 gallon roll-out carts. Pricing shall include a digital database recording the location of each delivered container by address and corresponding identification number. Distribution shall take no more than 90 days for each awarding entity.

BID SURETY/PERFORMANCE BONDS

Bid Surety and Performance Bonds are waived for this bid - EXCEPT THAT - should the low bidder have previously failed to complete its performance satisfactorily on a contract with a CRPC member, before award by that town, such bidder shall have five (5) days to post a cash bond in an amount deemed by the CRPC member to cover adequately the difference between the low bid and the next lowest bidder. Such cash bond shall be forfeited in its entirety in the event of any problems with contract performance.

II. TECHNICAL SPECIFICATIONS/ADDITIONAL REQUIREMENTS

All units must be nestable/stackable.

Approximate Dimensions:

14 gallon:	22" x 16" x 13"
16 gallon:	24" x 16" x 13" -
18 gallon:	26" x 16" x 13"
64/65 gallon:	32" x 24" x 42"
95/96 gallon:	35" x 28" x 45"

- Weight:** Curbside 14, 16 and 18 gallon bins: Minimum 4 pounds
64/65 gallon and 95/96 gallon roll-out carts: minimum 40 lbs, fully assembled
- Drainage:** At least four drainage holes to allow for drainage of fluids. Recess channels must be located at the bottom of the bin to capture & release any rainwater.
- Temp. Range:** -40 degrees (F) to 130 degrees (f). Include independent laboratory freezer drop test results.
- Capacity:** 14 gallons, approximately 80 lbs. Load.
16 gallons, approximately 125 lbs. Load
18 gallons, approximately 150 lb. Load
60/65 gallons: Height: 41" min, 47" max, Depth: 24" min, 36" max; Width: 24" min, 32" max
64/65 gallon, approximately 225 lb. Load
90/95 gallon: Height: 47" max; Depth: 36" max, Width: 32" max
95/96 gallon, approximately 325 lb. load
- Wall:** Curbside bins: Uniform thickness 100 mils.
Roll-out carts: Minimum thickness for walls: 175 mils
Minimum thickness for bottoms: 185 mils
- Bottom:** Uniform thickness 110 mils.
- Reinforced Rim:** Should have rim reinforcements on the four corners and on long sides.
- Handles:** Two (2) well rounded handles to distribute stress, one on each narrow side, each approximately 5" in length x 1" clearance x 1" deep.
- Materials:** The body and lid of the recycling bin or rollout cart will be made of injection molded or rotationally molded high-density polyethylene resin with ultra violet stabilizers
- Wheels will be rubberized on a 10" (for 64/65 gallon) or 12" (for 95/96 gallon) injection molded rim.
- Rollout carts shall consist of a body, lid, wheels, axle, and shall be designed to be picked up and dumped by a semi-automated or fully automated lifting device. The container lifting section shall be permanently molded into the container by the manufacturer. The retainer bar shall be a minimum of 1" diameter galvanized free-floating steel bar. There shall be no other metal attachments, framing, nuts or bolts, excluding the metal axle and the wheel's inner lock pin.
- Color:** Please list color options on your bid response form.
- RFID Integration** 64/65 gallon and 95/96 gallon roll-out carts shall contain a high or ultra-high-frequency RFID tag integrated into the cart. RFID chips shall contain a unique identification number.
- Warranty:** Each recycling bin must have a five (5) year warranty, and rollout carts must have a minimum ten (10) year warranty, which includes lids, axles, wheels, and all component parts. Contractor must accept any and all defective containers returned under warranty and pay for all freight and delivery costs.
- Recycled Content:** 14, 16, and 18 gallon containers will have not less than 25% post consumer recycled plastic content. 64/65 gallon and 95/96 gallon roll-out carts shall be 100% virgin resin. 60/65 and 90/95 gallon containers must contain 20% post consumer recycled content.
- Imprints:** Municipalities may request up to two (2) imprinted logos on two (2) different sides of the container. Vendors are requested to **price this service separately** on the bid response form, as some communities may not require imprinting. Municipalities will supply

artwork upon award of contract.

Some communities will also seek a full-color, in-molded label on the cart lid for pictures of recyclable items, instructions, phone numbers or other information.

Samples:

A sample of the recycling container and a laboratory test result, warranty and product liability insurance and any other information may be requested by municipalities regarding this product. **Do not send this information with your bid response.**

CRPC #640

**CAPITOL REGION PURCHASING COUNCIL
INVITATION FOR BID
RECYCLING BINS**

INFORMATION SHEET

In accordance with the attached specifications, the undersigned agrees to furnish recycling bins for the contract period commencing March 1, 2016 and ending February 28, 2017, to Capitol Region towns at the following **net prices**. Please include all color options for bins and imprints.

Please indicate Prices by indicating the price per range, (i.e., \$5.00/1-500 units, \$3.00/501-1000 units, etc.)

Item	Description	Unit Cost	Ranges
1	14 Gallon Curbside Recycling Bin	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2	16 Gallon Curbside Recycling Bin	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3	18 Gallon Curbside Recycling Bin	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4.	64/65 Gallon Recycling Carts	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	96/95 Gallon Recycling Carts	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Imprint Limits

Please indicate any limits on imprints (number of letters, square inches for a logo, etc).

	5
	6

Color Options

Please list all color options in the space provided below:

	5
	6

Delivery Time

Delivery can commence within days of purchase order for 14, 16, and 18 gallon bins.

Delivery can commence within weeks of purchase order for 64/65 gallon and 95/96 gallon roll-out carts.

Question and Answers for Bid #640 - Recycling Bins

Overall Bid Questions

There are no questions associated with this bid.