

## **Solicitation 670**

### **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](mailto: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

--	--

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 670 Recycling Bins

Bid Number 670  
 Bid Title Recycling Bins  
 Bid Start Date Mar 1, 2018 2:12:13 PM EST  
 Bid End Date Mar 15, 2018 10:00:00 AM EDT  
 Question & Answer End Date Mar 12, 2018 3:00:00 PM EDT

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

## Item Response Form

Item 670--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 670--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 **670--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 **670--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 **670--01-05 - 60/65 gallon Curbside Recycling Container**  
 Quantity **1 each**  
 Unit Price   
 Brand   
 Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

**Description**

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

Item **670--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 **670--01-07 - 90/95 gallon Curbside Recycling Container**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

Delivery Location **Capitol Region Council of Governments**

No Location Specified

Qty 1

**Description**

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

Item **670--01-08 - 95/96 Gallon Curbside Recycling Container**

Quantity **101 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

**Town of Enfield**

Stanley E Jablonski Public Works Complex  
 40 Moody Road  
 Enfield CT 06082  
 Qty 100

**Description**

95 Gallon Curbside Recycling Container

Item **670--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 **670--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 **670--01-11 - Imprint (per side) - CARTS**

Quantity **201 each**

Unit Price

Brand

Quantity Range for this Price

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

**Qty 1**

**Town of Enfield**  
Stanley E Jablonski Public Works Complex  
 40 Moody Road  
 Enfield CT 06082  
**Qty 200**

**Description**

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

Item **670--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 **670--01-13 - RFID Tag Integration**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

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

**Qty 1**

**Description**

high or ultra high frequency

Item **670--01-14 - Label - in-molded on cart lid**

Quantity **1 each**

Unit Price

Brand

Quantity Range for this Price

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



Qty 1

**Description**

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

**Capitol Region Purchasing Council**  
**241 Main Street, 4<sup>th</sup> Floor**  
**Hartford, CT 06106**

**STANDARD BID AND RFP TERMS AND CONDITIONS**

**PURCHASING COUNCIL PURPOSE**

The Capitol Region Purchasing Council (“Council”) is a purchasing cooperative, acting under the auspices of the Capitol Region Council of Governments, which attempts to provide volume-based discounts to its Member Agency base through various cooperative procurement initiatives. To date, some 115 towns, boards of education and agencies across the State (38 of which are located in the Greater Hartford area) are eligible to take advantage of the Council’s services.

**BID FORMS/SUBMISSION OF BIDS**

The Council exclusively uses Bid Sync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addenda which could ultimately render your bid non-compliant. The Council accepts no responsibility for the receipt and/or notification of solicitations through any other company.

No oral, telegraphic or telephonic submittal will be accepted. IFB’s, RFP’s, RFQ’s and RFI’s shall be submitted in electronic format via **BidSync**. All Invitations For Bid (IFB), Requests For Proposals (RFP), Requests For Quotes (RFQ), Requests For Information (RFI) submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ and/or RFI. A formal, in-person bid opening will not be held.

**EXCEPTIONS TO SPECIFICATIONS**

Vendors are directed to make sure that they understand the terms and conditions as specified in this Invitation for Bid. Unless exceptions to any of the terms and conditions, including pricing, are specified as part of the bid response, it will be expected that all terms and conditions expressed herein are acceptable and shall govern resulting contracts. **Any variance from specifications, including product substitutes (as well as replacements for discontinued items) and pricing units (pounds, 50 lb bags vs. 100 lb bags, etc.) must be clearly noted in the vendor’s bid response.**

**SUBSTITUTION FOR NAMED BRANDS**

Should brand name items appear in this bid, the bidder must make available specifications on any substitutions, and explain how the substitution compares with the named brand’s specifications.

**BID AWARD**

A bid award shall be made by each respective Member Agency to the lowest responsible bidder(s). A Purchase Order issued by the member Town constitutes an award. The lowest responsible bidder is that person or firm whose bid to perform the work is lowest, who is qualified and competent to do the work, whose past performance of work is satisfactory to the Member Agency and whose bid documents comply with the procedural requirements stated herein. The award process may also include additional considerations such as the information provided on the bid forms and the bidder’s perceived ability to fulfill his/her obligations as prescribed by these specifications. Each bidder must be prepared to show evidence of having satisfactorily carried out a similar contract, as inability to do so may be cause for rejection.

### **CONTRACT EXTENSION**

Contracts may be extended by mutual agreement of the parties – for bids with a one year contract period, a one year extension will be permitted if there is mutual agreement; for bids with a two year contract period, a two year contract extension will be permitted if there is mutual agreement. All extensions shall be completed before the next bid invitation is issued. A schedule of bid invitations and openings is posted on the CRPC website.

### **ESTIMATED QUANTITIES**

The quantities as listed herein are **estimates only** and have been provided for the purpose of competitive bidding. Actual quantities will be contingent upon the total number of Member Agencies that decide to make an award off of this bid (as participation is voluntary) and the needs of the using departments in the various Member Agencies.

### **INCLUSION OF NON-PARTICIPATING TOWNS AND BOARDS OF EDUCATION**

Any Member Agency, current or future, within the Capitol Region Purchasing Council shall be allowed to participate in this bid during the life of the contract, even if it is not listed amongst the bid participants.

### **WITHDRAWAL OF BIDS**

No bid submitted may be withdrawn, in whole or in part, without the written consent of the Capitol Region Purchasing Council.

### **REJECTION AND/OR CANCELLATION OF BIDS**

The Council reserves the right to reject or cancel any and all bids, or any part of any or all bids, if such action is deemed to be in its best interest to do so.

### **RIGHT TO WAIVE ANY INFORMALITY**

The cooperating Member Agencies reserve the right to waive any informality in a bid when such a waiver is in their best interest.

### **BID PRICES**

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. **Note: The Capitol Region Purchasing Council strictly prohibits the unilateral imposition of additional surcharges (fuel, delivery, etc.) on the participating communities at any point during the contract period. Prices bid shall apply throughout the term of the contract and will be construed as all-inclusive.**

### **TAXES**

Member Agencies are exempt from the payment of any sales, excise or federal transportation taxes. The prices bid, whether a net unit price or a trade discount from catalog list prices, must be exclusive of taxes and will be so construed.

### **BILLING**

Billing shall be made to each bid participant according to the terms set forth on each purchase order.

### **2% ADMINISTRATIVE FEE**

The Capitol Region Council of Governments uses BidSync to distribute and receive bids and proposals. Responding vendors agree to pay to BidSync an administrative fee of two percent (2%) of the total ordered amount of all contracts for goods and/or services awarded to the vendor. The fee shall be payable for all Council bids unless specifically exempted by the Council. Refer to [www.bidsync.com](http://www.bidsync.com) for further information.

### **REPORTING REQUIREMENTS**

All orders placed on CRPC bids shall be reported to BidSync on a quarterly basis. Please contact Jason Sanchez to set up this important reporting function at (512) 717-6149 (telephone); or email jsanchez@periscopeholdings.com.

### **FAILURE TO COMPLY**

All awarded vendors must comply with the 2% Administrative Fee and Reporting Requirements outlined in the CRPC General Terms and Conditions. Failure to comply within 90 days of orders and/or awards by CRPC members may result in the vendor being restricted from participating in future bids.

### **DELIVERY ARRANGEMENTS AND REQUIREMENTS**

No delivery shall become due or be acceptable without a written order issued by the Member Agency concerned. Such order will contain the quantity, time of delivery and other important data.

### **REFERENCES**

Upon request, vendors shall supply the names of other customers (preferably municipalities) to interested Member Agencies.

### **BIDDER PERFORMANCE/LIABILITY FOR DELIVERY FAILURES**

Failure of any successful bidder to adhere to specifications, prices, terms or conditions of their agreement during the course of the contract period may preclude such bidder from bidding on future CRPC bids in addition to any action that Member Agencies may take as a result of the vendor's failure to perform. It should be noted that the awarded vendor shall assume full responsibility for the negligence of any sub-contractor(s) utilized to fulfill any and all obligations under resulting contracts.

Moreover, if the contractor fails to make proper delivery within the time specified or if the delivery is rejected by the Member Agency, the Member Agency may obtain such commodities or any part thereof from other sources in the open market or on contract. Should the new price be greater than the contract price, the difference will be charged against the contractor. Should the new price be less, the contractor shall have no claim to the difference.

### **INSURANCE REQUIRED OF SUCCESSFUL BIDDERS**

The Successful bidder shall furnish a certificate of insurance which includes the coverages and limits set forth below; identifies the Member Agency as an additional insured; and provides for at least ten (10) days prior notice to the Member Agency of cancellation or non-renewal. Coverage is to be provided on a primary, non-contributory basis:

- a. General Liability Insurance, including Contractual Liability Insurance and Products/Completed Operations Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as the result of any occurrence and \$1,000,000 bodily injury aggregate per policy year; and limits of \$500,000 for all property damage aggregate per policy year or a limit of \$1,000,000 Combined Single Limit (CSL). A Waiver of Subrogation shall be provided. All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.

- b. Automobile Liability Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as a result of any occurrence and \$1,000,000 aggregate per policy year; and limits of \$500,000 for all damages because of property damage sustained as the result of any one occurrence or \$1,000,000 Combined Single Limit (CSL). All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.
- c. Worker's Compensation Insurance in accordance with Connecticut State Statutes.

The insurance requirements listed above are minimum requirements for successful bidders. Awarding agencies may require higher insurance limits.

#### **FOR THE TOWN OF WEST HARTFORD ONLY**

Please see Attachment A concerning the town's insurance requirements.

#### **FUTURE BID INVITATIONS**

Future bid invitations may not be sent to vendors who do not bid on this invitation, unless they specifically request that their names be continued on the invitation list.

#### **EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION**

The Capitol Region Purchasing Council, an affiliate of the Capitol Region Council of Governments, subscribes to the Council of Governments' policy of Equal Employment Opportunity and Affirmative Action, and pledges to lend its support and cooperation to private and public agencies who are promoting public policy in this vital area of human relations. Vendors will be required to sign the certificate incorporated in the bid document relative to Equal Employment Opportunity and Minority/Female Business Enterprise (if applicable).

#### **SEVERABILITY**

If any terms or provisions of this bid shall be found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this bid shall remain in full force and effect.

#### **ADDITIONAL TERMS AND CONDITIONS**

The Vendor assigns to CRCOG all rights title and interests in and to all causes of action it may have under Section 4 of the Clayton Act, 15 USC 15, or under Chapter 624 of the general statutes. This assignment occurs when the Contractor is awarded the contract.

Vendor agrees that it is in compliance with all applicable federal, state and local laws and regulations, including but not limited to Connecticut General Statutes Sections 4a-60 and 4a-60a. The Contractor also agrees that it will hold CRCOG harmless and indemnify CRCOG from any action which may arise out of any act by the contractor concerning lack of compliance with these laws and regulations. All purchases will be in compliance with Section 22a-194 to Section 22a-194g of the Connecticut General Statutes related to product packaging.

Resulting contracts are subject to the provisions of Executive Order N. Three of Governor Thomas J. Meskill promulgated February 15, 1973 and section 16 of P.A. 91-58 nondiscrimination regarding sexual orientation, and the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999 regarding Violence in the Workplace Prevention Policy.

The contract arising from the bid may be subject to the provisions of §1-218 of the Connecticut General Statutes, as it may be modified from time to time. In accordance with this section, each contract in excess of two million five hundred thousand dollars between a public agency and a person for the performance of a governmental function shall (1) provide that the public agency is entitled to receive a copy of records and files related to the performance of the governmental function, and (2) indicate that such records and files are subject to the Freedom of Information Act and may be disclosed by the public agency pursuant to the Freedom of Information Act. No request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with the Freedom of Information Act. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206 of the Connecticut General Statutes.

Incorporated by reference into this contract is Section 4-61dd(g)(1) and 4-61dd(3) and (f) of the Connecticut General Statutes which prohibits contractors from taking adverse action against employees who disclosed information to the Auditors of Public Accounts or the Attorney General.

### QUESTIONS

General inquiries should be directed to Maureen Goulet, Purchasing Program Manager, at the:  
Capitol Region Purchasing Council  
241 Main Street, 4<sup>th</sup> Floor  
Hartford, CT 06106  
Tel: 860-522-2217 ext. 37  
Fax: 860-724-1274  
E-mail: [mgoulet@crcog.org](mailto:mgoulet@crcog.org)

However, no oral interpretations shall be made to any respondent as to the meaning of any of the bid documents. Every request for an interpretation shall be made in writing, addressed and forwarded either to the address above, **faxed to (860) 724-1274, emailed to [mgoulet@crcog.org](mailto:mgoulet@crcog.org), or posted to the BidSync online bidding system.** To receive consideration, such questions must be received at least five (5) calendar days before the established date for receipt of proposals.

The Program Manager will arrange as addenda, which shall be made a part of this Invitation for Bid and any resulting contracts, all questions received as above provided and the decisions regarding each. At least three (3) days prior to the receipt of bid proposals, the Program Manager will **post a copy of any addenda to the BidSync system.** In special cases, the Program Coordinator reserves the right to post clarifying information in the form of an addendum outside of the aforementioned timeline. It shall be the responsibility of each respondent to determine whether any addenda have been issued and if so, to download copies directly from the BidSync website.

**CRPC #670**

**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, 2018 and ending February 28, 2020. 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.

<b>Approximate Dimensions:</b>	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"
<b>Weight:</b>	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
<b>Drainage:</b>	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.
<b>Temp. Range:</b>	-40 degrees (F) to 130 degrees (f). Include independent laboratory freezer drop test results.
<b>Capacity:</b>	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
<b>Wall:</b>	Curbside bins: Uniform thickness 100 mils. Roll-out carts: Minimum thickness for walls: 175 mils Minimum thickness for bottoms: 185 mils
<b>Bottom:</b>	Uniform thickness 110 mils.
<b>Reinforced Rim:</b>	Should have rim reinforcements on the four corners and on long sides.
<b>Handles:</b>	Two (2) well rounded handles to distribute stress, one on each
<b>Materials:</b>	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 #670

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

**INFORMATION SHEET**

In accordance with the attached specifications, the undersigned agrees to furnish recycling bins or the contract period commencing March 1, 2018 and ending February 28, 2020, 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.

**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:

## Question and Answers for Bid #670 - Recycling Bins

### Overall Bid Questions

There are no questions associated with this bid.