

Exeter Region Cooperative School District
30 Linden Street
Exeter, NH 03833

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BID CONDITIONS AND SPECIFICATIONS

Bid Year April 15th 2016 to June 30th 2017

Deadline for bids: March 31st, 2016

Bid opening Date and Time: March 31st, 2016 - 10:00am

Delivery of Bids to: Richard D. Wendell
Tuck Learning Campus
30 Linden Street
Exeter NH 03833

Bid year 2016- 2017

The Exeter Region Cooperative School District along with the Exeter School District and Brentwood Swasey Elementary School will receive sealed bids for rubbish and recycling removal for the time period between May 1th 2016 to June 30th 2017 Bid shall be in accordance with the following specifications.

BID SPECIFICATIONS

1. Bids shall be received, sealed and plainly marked "RUBBISH / RECYCLING REMOVAL SERVICE 2016-2017 and delivered to Mr. Richard D. Wendell Director of Operations, C/O Tuck Learning Campus 30 Linden Street Exeter NH 03833 on or before March 31, 2016. Bid will be opened on March 31, 2016 at 10:00 AM at which time they will be opened and read aloud.
2. All inquiries concerning the bidding process or to the bid specifications shall be made to Richard D. Wendell Director of Operation through written communication. Email submission will be accepted. Email questions should go to rwendell@sau16.org
3. Contractors are required to visit the outside site of the existing rubbish contains to view the advantages and disadvantages and the accessibility to the area where the container shall be picked up.
4. Contractor shall supply container of the size listed for each building. Containers will remain the property of the contractor. Containers shall be equiped with tight fitting lids. Contractor shall keep containers in good repair and in a presentable condition.
5. Contract shall be in effect from May 1, 2016 to June 30th 2017.
6. Rubbish / Recycling pick up shall not interfere with the operation of school. It is strongly suggested that rubbish / Recycling be picked up before or after normal school hours.
7. In the event that the school department finds the rubbish / recycling service is unsatisfactory, the school district reserves the right to terminate this contract. Final payment shall be prorated based on the pickups that have been made.
8. Each bidder is requested to submit pricing as follows:
 - a. You are requested to submit pricing based on container size. ie: 10 yard, 8 yard, 6 yard. Price shall include all fees to include but not limited to tonnage, transportation pickup and delivery, tipping fee, and taxes. Price per container shall be all inclusive.

9. The contractor that is awarded the rubbish / recycling contract bid shall issue to each school district separately, a Certificate of Insurance naming each school as its added or additional insured. A minimum coverage amount of 1,000,000.00 dollars is required. The insurance coverage shall remain in effect throughout the term of the contract.
- Commercial General Liability – Coverage to include products and/or complete operations to a minimum combined single limit for bodily injury and/or property damage of 1,000,000.00 dollars each occurrence: 1,000,000.00 general aggregate: and 1,000,000.00 products/completed operations aggregate.
- Automotive Liability – Coverage shall be subject to minimum combined single limit for bodily injury and or property damage of 1,000,000.00
- Workers Compensation – Coverage to statutory and include all employees of contractor and or any subcontractors
- Umbrella Liability – Coverage should be in the amount of 3,000,000.00 each occurrence and 3,000,000.00 aggregate. The conditions are:
- a. All certificates are to contain a thirty (30) day notice of cancellation
 - b. It's the responsibility of the contractor to furnish each School District Certificates for any subcontractors.
 - c. All general Liability policies shall provide a per job location aggregate.
 - d. All insurance companies must be licensed to do business in the State of New Hampshire.
10. You are advised that SAU16 and its school Districts request under this bid that a criminal background check has been performed on any person working on site. You are also required to understand all state RSA laws pertaining to the use of alcohol and tobacco on school grounds.
11. SAU 16 and the school districts which are a part of this bid reserve the right to accept or reject any and all bids, to accept bids in part or in whole, and to determine for itself what shall be acceptable as best meets the needs of the SAU16 and its individual school systems .

Location	Container Size Rubbish	Container / Toters Recycle	Pick up Schedule
Tuck Learning Center 30 Linden St. Exeter NH 03833	1-10 yard	10 Toters 1-10 yard	1x per week 1x per month
Lincoln Street School 25 Lincoln Street Exeter NH 03833	1-10 yard	11 Toters 1-10 yard	1x per week 2x per week
Main Street School 40 Main Street Exeter NH 03833	1-10 Yard	9 Toters 1-10 yard	1x per week 2x per week
Cooperative Middle School 100 Academic Way Stratham NH 03833	3- 10 Yard	12 Toters 1-10 yard	1x per week 2x per week
Exeter High School 1 Blue Hawk Dr. Exeter NH 03833	2 - 10 Yard	25 Toters 1-10 yard	1x per week 1x per week

** The above sizing of containers and frequency of pick up shall be adjusted to the needs of the individual school.