



**City of Morrison Illinois
Refuse, Recycling, and Yard Waste Hauling
Request for Bid Proposals
December 14, 2021**

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- 1) The City of Morrison is soliciting bid proposals for residential and municipal solid waste, recycling, and yard waste collection and hauling services commencing May 1st, 2022. The City will consider proposals for both 5-year and 7-year contract terms.
 - 2) Bidders must provide background of the contractor, i.e. years in business, size of company, area of service, and a list of current comparable communities where their service is provided.
 - 3) The City currently provides for weekly collection of household **refuse, recyclable materials** as well as **seasonal yard waste** collection. Refuse and recycling pickup is provided Tuesday and Thursday each week. Yard waste is April thru November and twice per week during October and November. Recyclables may include: newsprint, magazines, mixed paper, chipboard, corrugated cardboard, plastics (1, 2, 3, 4, 5, 6, & 7), excluding styrofoam and motor oil containers, glass (clear, brown, green), tin, steel, and aluminum cans. Contractor's bid proposal shall also provide a method for the pick up of **bulky waste** (i.e. appliances, furniture).
 - 4) Sealed bid proposals for the collection and hauling will be received by the City Administrator 200 W Main, Morrison, IL 61270, no later than 10am on January 20, 2022.
 - 5) As of November of 2021, there were 1701 residential addresses for collection. A range of 1695 – 1705 reflects typical fluctuations related to seasonal residents. Contractor will provide the per home rate.
 - 6) The City of Morrison has solid waste service presently at the following municipal locations:
 - City Hall – 2 Dumpsters
 - Sports Complex – 1 Dumpster
 - Public Works – 1 Dumpster
 - Wastewater Treatment Facility – 1 DumpsterAll City of Morrison facilities shall be provided with weekly solid waste collection at no additional cost. The contractor shall supply, deliver, and service dumpsters and containers for the City of Morrison's use. These containers and dumpsters shall remain the property of the contractor.
 - 7) The contractor shall provide labor and equipment needed to provide the service on the same day each week between hours of 6:00 AM to 5:00 PM. Should the holidays of New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day fall on collection day, then collection will take place the following day or as designated by the contractor.
 - 8) Scale tickets from the recycling processing facility will be provided to the City on request.

- 9) The contractor shall provide the City of Morrison with a description of their customer service procedures including accepting complaints and missed pick-up calls.
- 10) The Contractor shall provide an after-hours, emergency contact to city staff.
- 11) Contractor shall provide collection service to all single-family houses, dwellings up to and including eight (8) separate units and all municipal facility locations. The City of Morrison will provide the number of households to the contractor each month. Payment to the contractor will be processed within (45) days of receipt, providing that all services have been satisfactorily performed.
- 12) The Contractor shall provide certificates of insurance: comprehensive commercial general liability insurance of \$1,000,000 per occurrence and for \$2,000,000 aggregate covering bodily injury, property damage, personal injury, and automobile liability as well as proof of workers' compensation and employer's liability insurance in the amount of \$1,000,000. The City shall be named as additional insured in such policies. It is expressly understood that the City does not in any way represent that the above-specified minimum insurance limits are sufficient or adequate to protect the interest or potential liabilities of the Contractor.
- 13) The City reserves the right to accept or reject any or all bids or parts thereof as shall best serve the community as determined by the City Council. Contractor shall comply with all Illinois law.
- 14) The City of Morrison will consider alternate refuse, recycling, yard waste collection, and bulky waste service details and options as may be proposed by the contractor.**

ANTICIPATED TIMELINE:

- City issues request for bid proposals – December 14th, 2021
- Proposals due to City – January 20, 2022 at 10am
- Official award by the Morrison City Council – No later than February 14th, 2022

For questions, contact City Administrator Barry Dykhuizen at bdykhuisen@morrisonil.org.

In the interest of clarity and fairness, answers to questions will be distributed to bidders who contact the City Administrator via email.