

PUBLIC NOTICE

INVITATION TO BID – solid waste hauling and disposal service

Cass County, Missouri is seeking bids for solid waste hauling and disposal service at certain County properties. Sealed bids must be received by and will be opened at 2:00 p.m. on April 10, 2018. The Invitation to Bid document is available on the Cass County website ([www.casscounty.com](http://www.casscounty.com)), or may be obtained from Jan Cantrell (816-380-8155).

## **INVITATION TO BID**

Cass County, Missouri will accept sealed bids for solid waste hauling and disposal service at certain County properties until 2:00 p.m. on April 10, 2018, with bids to be submitted to Cass County Commission, 3rd Floor, 102 East Wall St., Harrisonville, MO 64701, at which time sealed bids will be publicly opened and read aloud. All bids must be marked on the outside of the envelope **“solid waste hauling and disposal service.”**

Bid Packages may be obtained at the County Commission’s office, 3rd Floor of the Historic Courthouse, or at Cass County’s website:

Cass County reserves the right to reject any and all bids or parts thereof and to waive any informalities to determine the lowest and best bidder as determined by the Cass County Commission.

### **Matters to Note:**

All Bids shall remain open for forty-five (45) days after the day of the Bid Opening.

Unauthorized Alien Affidavit. Bidders are also informed that pursuant to Section 285.530, RSMo, each bidder shall, by sworn affidavit and provisions of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection to the contracted services. Each bidder shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection to the work on the projects.

Insurance. Bidders are required to include with their bid a certificate of insurance indicating the coverage described below; upon award of the bid, the successful bidder will be required to add Cass County, Missouri as an additional insured, and provide updated certificate of insurance within seven (7) business days.

Commercial General Liability Insurance: Bodily Injury or Death/Property Damage:  
\$1,000,000 occurrence/\$3,000,000 aggregate.

Comprehensive Automobile and Truck Liability (Owner—Leased—Non-Owned & Hired) - Bodily Injury or Death / Property Damage- \$ 1,000,000.00 – Combined Single Limit (each accident).

Workmen’s Compensation Insurance - State (Statutory) & Employer’s Liability (\$1,000,000.00).

### **SCOPE OF SERVICES**

1. Contractor shall furnish all labor, equipment, materials, tools, supervision and all other items needed to deliver, empty and return containers used for the purpose of waste disposal and/or recycling.
2. Contractor shall supply containers ranging in size from 65-gallon carts to 40-cubic-yard rolloff boxes at the following county facilities:
  - Cass County Public Works, 30508 SW Outer Rd. Harrisonville
  - Cass County Courthouse, 102 E. Wall St. Harrisonville
  - Cass County Annex 1, 201 W. Wall St. Harrisonville
  - Cass County Annex 3, 300 S. Main St. Harrisonville
  - Cass County Justice Center 1, 2501 W. Wall St. Harrisonville
  - Cass County Justice Center 2, 2501 W. Wall St. Harrisonville
3. Container size and frequency of collection will be determined by the County, in consultation with the Contractor.
4. Contractor shall submit monthly invoices that clearly identify the locations served, dates of service, size of containers, the type of material collected in each container, and the final destination of collected materials.
5. Contractor shall respond to requests for non-scheduled service within 24 hours.

### **TERM OF CONTRACT**

The County seeks to enter into a hauling and disposal contract for three (3) years, subject to annual appropriation. The successful bidder shall be required to enter into an Agreement for Services in a form approved by the County Counselor.

### **CONTENT OF PROPOSAL**

1. Provide Company's legal name, address, phone, fax, email, federal ID# and website address.
2. Brief history of business including date the business was established under the current name, including any predecessor entities.
3. List all the services provided by the business.
4. Provide a list of three (3) relevant or comparable contracts completed by the business during the past five (5) years and the name, telephone number, email address and title of a contact person from each contracting entity.
5. Complete the attached Bid Sheet.
6. Provide insurance documents as stated herein.
7. Provide a Secretary of State certificate of good standing.

Solid Waste Hauling and Disposal Service

BID SHEET

Contractor shall furnish all labor, materials, equipment, tools, and insurance necessary to complete the work described in the Scope of Project.

Location	Container	Frequency
Cass County Public Works, 30508 SW Outer Rd. Harrisonville	1-2 yd RL	1x wk
Cass County Courthouse, 102 E. Wall St. Harrisonville	1-2 yd RL	3x wk
Cass County Annex 1, 201 W. Wall St. Harrisonville	1-2 yd RL	1x wk
Cass County Annex 3, 300 S. Main St. Harrisonville	1-2 yd RL	1x wk
Cass County Justice Center 1, 2501 W. Wall St. Harrisonville	1-8 yd RL	3x wk
Cass County Justice Center 2, 2501 W. Wall St. Harrisonville	1-2 yd RL trash	5x wk
	1-2 RL Recycle	1x wk

Total Base Bid: \$ \_\_\_\_\_ (Year 1)

Total Base Bid: \$ \_\_\_\_\_ (Year 2)

Total Base Bid: \$ \_\_\_\_\_ (Year 3)

Bid for additional service:

Cass County Public Works, 30508 SW Outer Rd. Harrisonville	1-25 yd r/o	Perm; on-call
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Bid amount for additional service: \$ \_\_\_\_\_ (Year 1)

Bid amount for additional service: \$ \_\_\_\_\_ (Year 2)

Bid amount for additional service: \$ \_\_\_\_\_ (Year 3)

Contractor: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Taxpayer ID # \_\_\_\_\_

**Authorized Signature:**

By: \_\_\_\_\_

Name & Title (Printed) \_\_\_\_\_

Date \_\_\_\_\_