

**2019 York Township Bid for Solid Waste and Recyclable Materials Services
Mandatory Pre-Bid Meeting and Written Questions Received
Questions and Answers
Addendum #1 – August 22, 2019**

The meeting was called to order by the Beth Biggins-Ramer. Beth Biggins-Ramer and Dennis Paul from the Prosecutor's Office explained that questions pertaining to the bid document would be noted and that written answers would be returned to all in attendance at the Mandatory Pre-Bid Meeting.

This document includes questions asked by representatives of waste management companies during the Mandatory Pre-Bid Meeting for The Collection, Transportation And Delivery For Disposal Or Processing Of Residential Solid Waste And Recyclable Materials Generated In And Collected From Residential Units In York Township, And Township Facilities, along with questions received in correspondence. The answers to all questions are listed in red.

Corrections Identified by the Medina County Solid Waste District

1. *Page 5 – “Capitalized terms used throughout this Overview of the Invitation to Bid and Instructions to Bidders and attached Bid Documents are defined in **SECTION III Exhibit B, Defined Terms.**”*

Questions Received from C. Martin Trucking

2. **Why is the performance bond so high? Can it be less than the formula presented in the bid in Section 7.3? [9 months x (Unlimited RU/Mo. \$ x 1,900 RU)]**
A: No.
3. **What is a substitute surety?**
A: Dennis Paul from the Prosecutor's Office provided an explanation that the instrument could be cash or a lien for the full amount delineated in the bid.
4. **Would the Township consider changing the start time for collection to 5:00 a.m. Section 6.3)?**
A: Yes, as long as the 5:00 a.m. collection times are routed in the most rural areas.
5. **Why do we have to list a recycling unit price?**
A: Beth Biggins-Ramer from the Medina County Solid Waste District stated that it was for transparency of costs.
6. **Can the resident pre-pay for the bulky items that they want removed prior to collection (Bid Form 5)?**
A: Yes.
7. **Is the price for an additional cart a one-time fee or a monthly lease amount (Bid Form 6)?**
A: The cost for an additional Cart or replacement Cart shall be assessed as a monthly fee to the residential Unit.
8. **Can a hauler use a similar Bid Bond Form?**

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A: Yes, as long as it contains the same requirements.

Questions Received from Kimble Companies

9. Can the definition of Carry-Out Collection Services be adjusted to include the explanation listed in the body of the Bid Document?

A: Yes. The definition shall now read...*Section III – “Carry-out Collection Services: the collection of Solid Waste and Recyclable Materials, whether it be in Bags, Cans, or Carts, at a distance that shall not exceed one hundred fifty feet (150’) from the curb or identified location for non-curbed Residential Units. However, all Yard Waste and Bulky Items must be placed at the curb. The Contractor shall provide Carry-out Collection Service at the same rate as the Curbside Collection Service to any Resident with a physical disability which limits or impairs the ability to walk, in accordance with Ohio Revised Code Section 4503.44(A)(1). Residential Units requesting Carry-out Collection Service shall complete the required verification document shown in Exhibit 3.”*

10. Will the Trustees sign off on normal wear and tear on the private drives listed in Section 5.1 of the Bid Document?

A: No.

11. Can the recyclables be taken to Medina County’s facility for a free \$0.00/ton tip fee? Will the tip fee remain \$0.00/ton? (Section 5.3)

A: The Medina County Solid Waste District (MCSWD) as of 8-20-19 offers \$0.00/ton rate for the receipt of single stream recyclables and source separated cardboard brought to its 8700 Lake Road facility by Medina County haulers. York Township cannot guarantee what Medina County Solid Waste District does with respect to its tipping fees.

12. Would the Township allow the Unlimited Service to consist of a 95/96-gallon Cart for solid waste and 64/65-gallon Cart for recycling?

A: Yes. Section 5.5 shall now read...**“5.5 Contractor Provided 95/96 Gallon Carts and 64/65 Gallon Carts** *The Contractor shall provide each Residential Unit registered to receive Unlimited Service a 95/96-gallon Cart for Solid Waste and a 64/65 95/96-gallon cart for Recyclables. The Contractor shall also provide each Residential Unit registered to receive Bag Service with a 65/64-gallon Cart to contain Recyclables. The cost to rent each cart for a particular level of service shall be incorporated into the Base Bid Price. The Contractor shall be responsible for the initial delivery of all Carts to each Residential Unit(s), as well as subsequent maintenance of the Carts.”*

Section 5.5 shall now incorporate the following changes.

“5.10 Curbside Collection *All ... Bags or Cans.*

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Prior to March 1, 2020, the Contractor shall deliver to each Residential Unit registered to receive Unlimited Service a 95/96-gallon Cart for Solid Waste and a ~~64/65~~ 95/96-gallon cart for Recyclables. The Contractor shall replace lost or damaged Carts at the request of a Resident, at the Resident's cost, unless such damage is caused by the Contractor's negligence or ordinary wear and tear, at which point the Contractor shall not charge the Residential Unit.

Prior to March 1, 2020, the Contractor shall deliver to each Residential Unit registered for Bag Service, one (1) 65/64-gallon cart for Recyclables. The...Residential Unit.

Residential Units not registered for Bag Service or Unlimited Service, prior to March 1, 2020, shall automatically be registered for Unlimited Services. The Contractor shall deliver one (1) ~~64/65~~ 96-gallon Recycling Cart and one (1) 95/96-gallon Solid Waste Cart to the Residential Unit. The Residential Unit shall be obligated to maintain this level of service for ninety days, after which it may change its level of collection service.

The following levels of collection shall be offered:

***a. Unlimited Service** – The Contractor shall provide the Residential Unit with one (1) ~~64/65~~ 96-gallon Recycling Cart and one (1) 95/96-gallon Solid Waste Cart. In addition to the 95/96-gallon Solid Waste Cart, Unlimited Service customers will be entitled to place their own Cans or Bags curbside for collection once per week. Unlimited Service customers may also place Yard Waste and Bulky Items curbside for collection at no additional charge. The entire volume of Cans, Bags, Yard Waste and Bulky Items shall not exceed two (2) cubic yards or an area of space of approximately 3' wide x 6' long x 3' tall. This volume is in addition to Solid Waste or Recycling Carts placed curbside.*

***f. Procedure for Changing Cart Size** - One quarter or ninety (90) days after a Residential Unit establishes a level of service with the Contractor; the Residential Unit may request to exchange their **current 96-gallon** Solid Waste or Recycling Cart for a **different sized** ~~a sixty-four 64-gallon~~ Recycling or Solid Waste Cart. The Residential Unit shall contact the Contractor directly to arrange for the Cart exchange. ~~The Contractor shall remove the Residential Unit's ninety-six (96)-gallon Cart and replace it with a sixty-four (64)-gallon Cart.~~ The completion of this process shall not affect the current price of the Unlimited **or Bag** Service being provided to the Residential Unit. Notwithstanding anything to the contrary, Contractor shall supply said **different sixty-four (64)-gallon** Cart within two (2) weeks of the request provided Contractor has said Cart in its inventory, otherwise said Cart will be supplied when Contractor has them available consistent with its standard business practice for maintaining such inventory."*

*Section 7.3 shall now read..."**7.3 Performance Bond** Within fourteen (14) days after receiving the Notice of Award, the Contractor shall furnish and maintain for the duration*

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of this Collection Agreement, including any renewal terms, a Performance Bond executed by a duly authorized surety, acceptable to the Township in all respects, or such other security acceptable to the Township, in the amount of one hundred percent (100%) of the consideration for performance of nine (9) months of the Collection Agreement. The Performance Bond amount shall be calculated by multiplying the Base Bid Price for Unlimited Cart Service for one (1) ninety-six (64/65 96)-gallon collection container for Recyclable Materials and one (1) ninety-six (95/96) gallon collection container for Solid Waste by the number of Residential Units in the Township (3,077) by nine (9) months. The Performance Bond is attached as Exhibit 6, and may be renewed by a substitute surety acceptable to the Township, provided that the terms and conditions of this Performance Bond obligate the surety to honor the Performance Bond until the Township accepts, in writing, a substitute surety.”

- 13. Would texting and onboard computers suffice for a form of field communications?**
A: Yes, since this is another communication technology. The language in Section 5.8 and other sections within the Invitation to Bid shall reflect this change.
- 14. What type of legislation does the Township have to enforce the 6% Opt Out level?**
A: The Township shall adhere to the 6% Opt Out level set forth in the Bid Document and subsequent Contract.
- 15. Can upholstered furniture be wrapped in plastic due to the bed bug issue?**
A: This is already specified in the definition of Bulky Items and in Section 5.12 Collection of Bulky Items and Yard Waste Included in Unlimited Service.
- 16. Would the Township consider removing the Pollution Legal Liability requirement specified in Section 7.4?**
A: No.
- 17. Can CNG trucks use the same formula as diesel in 8.6 Adjustment for Changes in Cost of Fuel?**
A: No.
- 18. How will the 6% Opt Out process be managed? Please clarify. If the amount of Opt Out individuals total more than the 6% threshold, can the contractor adjust monthly service fees based on this change?**
A: The number of households will be obtained from the Auditor’s Office annually, prior to the commencement of the next Term Year or Option Year, and multiplied by 6% to calculate the number or Residential Units available to participate in the Opt Out process. It is a first come first serve sign up process up to 6%.
- 19. Do you have to use the Performance Bond Form in the Bid Document?**

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A: No, you do not have to use this specific form.

Questions Received from Republic Services

20. Can the Contract Term be change to March 1, 2020 until February 28, 2025, so that billing does not lap into two months?

A: Yes. Section 4.10 shall now read...**4.10 Effective Date and Term** *This Collection Agreement shall be effective on the date of last execution. The initial term of this Collection Agreement shall be for five (5) years, beginning on March 2 1, 2020, and terminating on **February 28** ~~March 1~~, 2025.* All other applicable areas of the Bid Document shall reflect this date change.

21. Does the total monthly per unit price in Bid form 3 include collection + disposal + recycling processing? What happens if fees at the Medina County Solid Waste District change by March? Can these be passed through to the resident?

A: The monthly per Residential Unit price shall be comprised of the monthly costs reflected on Bid Form 3 for Collection, Waste Disposal and Recyclable Processing. If there are changes to the fee structure at the Medina County Solid Waste District prior to March 2020, then the monthly factor for Tipping Fee Changes and Recyclable Processing delineated in Bid Form 3 can be implemented.

22. Is the Implementation Plan due with the bid or at a later date?

A: It is due at a later date as specified in the Section **4.12 Schedule**

Questions Received from Rumpke Waste & Recycling

23. Can you amend the office times to 8:00 a.m. to 5:00 p.m. in conjunction with capabilities of e-mail and cell phone communication?

A: Yes. Section 5.7 shall now read... **5.7 Contractor's Office and Telephone** *The Contractor shall maintain an office in Medina County Ohio, or a contiguous County, and telephone service with a non-toll telephone number from the Township, which shall be manned by a live operator and a supervisor on working days from **8:00 a.m. to 5:00 p.m., as well as e-mail and cell phone contacts**, ~~7:00 a.m. to 7:00 p.m.~~ to receive any complaints or calls regarding the Collection Services from a Resident or the Township. The Contractor shall also maintain an emergency contact number which is available twenty-four (24) hours per day, seven (7) days per week.*

24. Can there be a limit per year or for the life of the contract for changes in service? Can there be a charge for exchanging carts due to changes in service level?

A: No, there cannot be a limit per year or for the life of the contract for changes in service. Yes, there can be charge for cart exchanges due to changes in service level.

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25. Would the Township allow for the mailer bag accompanying cart delivery to not be sealed?

A: Yes. Section 6.4 shall now read...**6.4 Notice to Residential Units** *The Contractor shall include information pertaining to the management of Solid Waste and Recyclable Materials – signing up for a level of service; default level of service; placement of Carts at the curb; collection routes; holidays observed; extraordinary weather condition instructions; and other procedures and obligations of the owner or tenant of each Residential Unit before the initial delivery of each Recycling Container. The Contractor shall supply this same information in a sealed plastic bag attached to each Recycling Cart delivered to each of the Residential Units in the Township. Annually thereafter during the term, and any extension years, the Contractor, at the Contractor's expense, shall provide updated collection information to each Residential Unit in the Township. The Contractor shall provide this same information in a PDF version to the Township for use in printed materials or on their web page. The initial notice, including the procedures and obligations, shall be submitted to the Township for approval by October 10, 2019. Subsequent notices shall be submitted to the Township for approval no later than thirty (30) days prior to the anniversary date of the start of the collection program. The Contractor shall not directly mail to any Residential Unit an advertisement targeted to Township residents without prior consent and written approval from the Township, which shall not be unreasonably withheld."*

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**BID FORM 3 (Revised – Addendum #1)
Price Sheet: Unlimited Service**

Indicate process in dollars and cents for each of the services below.

	Collection (Section 5.10.a)	Waste Disposal (Sections 5.3, 8.3 & 8.4)	*Recyclable Processing (Sections 5.3, 8.3 & 8.4)
Contract Year	Price per Residential Unit per month to collect weekly curbside Solid Waste and Recyclable Materials utilizing Carts; and up to 2 yd ³ of materials placed outside of Carts; and to provide one (1) 95/96-gallon Cart for Solid Waste and one (1) 64/65- gallon Cart for Recyclable Materials.	Price per Residential Unit per month to dispose of solid waste, including but not limited to all local, county, state and environmental fees. The unit price that is proposed by the Contractor shall be based on an anticipated District tipping fee of \$50.00 per ton. Approx. 1,900 RU	Price per Residential Unit per month <u>and</u> per ton to process Recyclables. *Attach required sheet.
Year 1 3/1/2020 to 2/28/2021	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo. \$ _____ /Ton
Year 2 3/1/2021 to 2/28/2022	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Year 3 3/1/2022 to 2/28/2023	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Year 4 3/1/2023 to 2/28/2024	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Year 5 3/1/2024 to 2/28/2025	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Option Year 1 3/1/2025 to 2/28/2026	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Option Year 2 3/1/2026 to 2/28/2027	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX
Option Year 3 3/1/2027 to 2/28/2028	\$ _____ /per RU/Mo.	\$ _____ /per RU/Mo.	XXX

Adjustments for Tipping Fee Changes at Medina County Solid Waste District’s Transfer Station (Section 8.5)

Per Res. Unit/month rate adjustment to account for fluctuations that may occur in the District’s tipping fee of \$1.00. This adjustment will be applied to the monthly Res. Unit rate charged by the Contractor for the duration of the Contract, for each whole \$1.00 per ton increase or decrease in the tipping fee charged at the District’s facility.	\$ _____ /per RU/Mo.
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***Insert Recycling Processing Formula (per Ton and per RU Calculations) for Unlimited Service here (Section 8.4 and Section 8.5).**

The Township recognizes that recycling market conditions are unstable at this time and future market conditions are difficult to predict. Therefore, the Township is including a pricing option for processing recyclables. For Year 1 of the contract, bidders are instructed to include a fixed price per ton and per Residential Unit per month to be charged to residents of the Township and must explain how this charge was calculated.

Bidders must attach a sheet to this bid form that contains the explanation of this calculation. This calculation would be used to establish the recycling price for subsequent contract years and renewal years. Also provide information with respect to material Contamination limits, if any. Indicate any proposed financial penalties and/or actions to be taken by the Bidder if the Township exceeds the proposed Contamination limit. Describe the process that will be used to determine when Contamination has exceeded the proposed limit and the process that will be used to notify the Township.

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**BID FORM 4 (Revised – Addendum #1)
Price Sheet: Bag Service**

Indicate process in dollars and cents for each of the services below.

	Collection and Waste Disposal (Sections 5.3, 8.3, 8.4 & 5.10.b)	*Recyclable Processing (Sections 5.3, 8.3, & 8.4)
Contract Year	Price per Residential Unit per month to collect weekly curbside Solid Waste utilizing 30-gallon Contractor-Provided bag(s) and Recyclable Materials utilizing a Cart; and to provide one (1) 64/65 -gallon Cart for Recyclable Materials. The unit price that is proposed by the Contractor shall be based on an anticipated District tipping fee of \$50.00 per ton. Approx. 1,900 RU	Price per Residential Unit per month <u>and</u> per ton to process Recyclables. *Attach required sheet.
Year 1 3/1/2020 to 2/28/2021	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	\$ _____ /per RU/Mo. \$ _____ /Ton
Year 2 3/1/2021 to 2/28/2022	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Year 3 3/1/2022 to 2/28/2023	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Year 4 3/1/2023 to 2/28/2024	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Year 5 3/1/2024 to 2/28/2025	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Option Year 1 3/1/2025 to 2/28/2026	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Option Year 2 3/1/2026 to 2/28/2027	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX
Option Year 3 3/1/2027 to 2/28/2028	Monthly Routing \$ _____ Cost Per Bag \$ _____ # Bags Per Roll _____ Cost Per Roll \$ _____	XXX

Adjustments for Tipping Fee Changes at Medina County Solid Waste District's Transfer Station (Section 8.5)

Per Res. Unit/month rate adjustment to account for fluctuations that may occur in the District's tipping fee of \$1.00. This adjustment will be applied to the monthly Res. Unit routing charge assessed by the Contractor for the duration of the Contract, for each whole \$1.00 per ton increase or decrease in the tipping fee charged at the District's facility.	\$ _____/per RU/Monthly Routing
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***Insert Recycling Processing Formula (per Ton and per RU Calculations) for Unlimited Service here (Section 8.4 and Section 8.5).**

The Township recognizes that recycling market conditions are unstable at this time and future market conditions are difficult to predict. Therefore, the Township is including a pricing option for processing recyclables. For Year 1 of the contract, bidders are instructed to include a fixed price per ton and per Residential Unit per month to be charged to residents of the Township and must explain how this charge was calculated.

Bidders must attach a sheet to this bid form that contains the explanation of this calculation. This calculation would be used to establish the recycling price for subsequent contract years and renewal years. Also provide information with respect to material Contamination limits, if any. Indicate any proposed financial penalties and/or actions to be taken by the Bidder if the Township exceeds the proposed Contamination limit. Describe the process that will be used to determine when Contamination has exceeded the proposed limit and the process that will be used to notify the Township.

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EXHIBIT 4 (Revised – Addendum #1)

**AFFIDAVIT TO OPT OUT FOR SOLID WASTE SERVICES
PROVIDED BY THE TOWNSHIP OF YORK**

To opt out of solid waste services provided by York Township, I hereby file this affidavit stating such. In order to continue, affidavits must be **submitted** annually, no later than **January 31st of each year**.

You may deliver, in person or by mail, your original affidavit, to the following address. Our office will review this form and approval will be determined on a case-by-case basis.

York Township Hall
C/o Todd Zieja, Trustee
6609 Norwalk Road
Medina, Ohio 44256

Customer: _____

Property Address: _____

Reason for Opting Out:

- I receive commercial solid waste service on my property for my business.
- I own my own business, or have the permission of the business owner, as evidenced by the owner's signature below, and will be using the commercial solid waste service at that location.
- I will be utilizing the solid waste services provided by the Medina County Solid Waste District.

By signing my name below, I agree that I am not utilizing York Township's solid waste services, including recycling services, and have other means of disposing such solid waste. I am prohibited from utilizing another residential solid waste collection service at my residence. If, at any time, if there is cause to believe that solid waste is not being disposed of in accordance with this affidavit, York Township will notify me in writing of such and solid waste services shall be imposed on me.

Customer Signature

Date

Business Owner's Signature (If Applicable)

Date

	FOR OFFICE USE ONLY		Approved By
	Received By	Approved	
		Yes No	
Comments:			

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**BID FORM 6 (Revised – Addendum #1)
Price Sheet: Pricing for Additional Cart(s)**

Price for Additional Cart			
Indicate the monthly price to be charged if a resident requests an additional cart per Section 5.10. c.			
96-Gallon Solid Waste Cart	96-Gallon Recycling Cart	64-Gallon Solid Waste Cart	64-Gallon Recycling Cart
\$ /Cart/Mo.	\$ /Cart/Mo.	\$ /Cart/Mo.	\$ /Cart/Mo.

**BID FORM 6A (Revised – Addendum #1)
Price Sheet: Pricing for Exchanging or Removing Cart(s)**

Price for Exchanging or Removing a Cart			
Indicate the price per cart to be charged if a resident requests an exchange or removal of a cart.			
96-Gallon Solid Waste Cart	96-Gallon Recycling Cart	64-Gallon Solid Waste Cart	64-Gallon Recycling Cart
\$ /Per Cart	\$ /Per Cart	\$ /Per Cart	\$ /Per Cart

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**BID FORM 8
Non-Collusion Affidavit (Corrected)**

This affidavit is to be filled in and executed by the Bidder; if the Bid is made by a corporation, then by its Chief Officer.

STATE OF OHIO

COUNTY OF _____

CONTRACTOR _____, being first duly sworn,

(Name)

deposes and says he is _____

(Sole owner, partners, president, etc.)

Of

(Company Name)

the party making the foregoing Bid; that such Bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such Bid is genuine and not collusive or sham; that said Bidder has not directly or indirectly, induced or solicited any other Bidder to submit a false or sham Bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to submit a sham Bid, or that anyone will refrain from bidding; that said Bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the Bid price of said Bidder or of any other Bidder, or to secure any advantage against the owner awarding the contract or anyone interested in the proposed contract; that all statements contained in such Bid are true; and, further, that said Bidder has not directly or indirectly, submitted his Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with said Bidder in his general business.

Signed: _____

Subscribed and sworn to before me this
_____ day of _____, 201_

Seal of Notary

Notary Public

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**Mandatory Pre-Bid Meeting for Interested Bidders
Collection, Transportation and Delivery for Disposal or Processing of Residential Solid Waste and Recyclable Materials
Generated in and Collected from Residential Units in York Township, and Township Facilities
Friday, August 2, 2019 - 9:00 a.m. - York Township Hall**

	Name	Company name	Phone/fax	Email
1	Sarah Mathews	Rumpke	214-433-3454	sarah.mathews@ Rumpke.com
2	Jeff Boylan	C. Martin Truck	330-725-5083	Jboylan@cmtrk- Truck.com
3	Ave Kidder	Republic Services	440-417-8805	AKidder@ REPUBLIC SERVICES.COM
4	Dan Johnson	Rumble Recycling D. & A.	330-260-7902	djohnson@ Rumble.com
5	Dan Miller	RES.	330-321-6265	
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Mandatory Pre-Bid Meeting for Interested Bidders
**Collection, Transportation and Delivery for Disposal or Processing of Residential Solid Waste and Recyclable Materials
Generated in and Collected from Residential Units in York Township, and Township Facilities**
Friday, August 2, 2019 - 9:00 a.m. - York Township Hall

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**2019 York Township Bid for Solid Waste and Recyclable Materials Services
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York Township Residential Properties

Auditor's Office 8-7-19

Group 1

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York Township Residential Properties

Auditor's Office 8-7-19

Group 2

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