

**TOWN OF GRANBY, CONNECTICUT
PUBLIC WORKS DEPARTMENT
52 NORTH GRANBY ROAD
GRANBY, CT 06035**

2011

Request for Proposal

Hauling services for disposal of reduced and ground woody debris

Sealed proposals will be received at the Town Manager's Office, Granby Town Hall, 15 North Granby Road, until noon, local time on Thursday, November 17, 2011

November 16, 2011

TOWN OF GRANBY, CONNECTICUT
PUBLIC WORKS DEPARTMENT
52 NORTH GRANBY ROAD
GRANBY, CT 06035

SPECIFICATIONS
FOR
HAULING SERVICES FOR DISPOSAL OF REDUCED AND GROUND
WOODY DEBRIS

I. INTENT

The intent of these Specifications is to describe the services required to haul ground woody debris from the Tilcon Connecticut, Inc. crushed stone facility, 536 Salmon Brook Street, to a location to be determined by the bidder, with approval by the Town of Granby, CT. The winning bidder will be required to show the ability to move approximately 10,000 cubic yards of ground woody debris in a safe, professional manner, abiding all state and federal laws. Interested bidders are encouraged to inspect the site prior to submitting their bid proposal. The hauling services shall begin on November 18, 2011.

II. UNITS TO BE COLLECTED AND HAULED

At the time of the bid opening, the Town estimates a total of 10,000 cubic yards of reduced woody debris. Approximately 2,000 cubic yards will remain on site, with the balance being hauled to a location of the bidder's choosing, with final approval reserved for the Town of Granby. The contractor will include a separate unit price for loading its trucks.

III. HAULING SCHEDULE

The hauling schedule shall be a maximum of seven (7) days per week basis, Sunday through Saturday. The Town anticipates the project will finish no later than December 19, 2011. Thanksgiving (November 24, 2011) will be observed with no operations taking place.

IV. HOURS OF HAULING

The Contractor shall commence operations no later than 6:30 a.m. and shall finish daily operations no later than 4:30 p.m., except by Town waiver in the case of an emergency or inclement weather.

V. COLLECTION DISPOSAL

The Contractor shall collect and haul all ground woody debris as required by the Town's Director of Public Works. All hauled materials shall be brought to sites selected by the winning bidder and approved by the Town or as directed by the Town.

VI. PROPOSALS

The prospective bidder shall develop a written proposal for this operation and shall indicate to the Town the basis on which the Contractor arrived at his proposed cost.

- A. Number of Days Per Week - Outline the number of days per week that are proposed for hauling from the project site.
- B. Number and type of Collection Vehicles to be Used – Indicate make, year, capacity and present location of vehicles to be used for this project.

C. Number of Spare Collection Vehicles – Indicate number, make, year, and capacity of spare units, not regularly scheduled for this operation, that will be used in the event of a unit breakdown. One spare vehicle is the minimum required.

D. Any adjustment of this proposal must be approved by both parties in writing.

VII. PROPOSAL EVALUATION

The Public Works Director and Town Manager shall evaluate all information submitted in the proposal. The Town Manager reserves the right to reject any and all proposals, to waive technical defects, and to make such awards, including accepting a proposal other than the lowest proposal in actual dollars, as he deems in his sole discretion to be in the best interest of the Town.

VIII. CONTRACT

These specifications shall be incorporated into a contract between the Town and the successful Contractor. All work performed in accordance with this contract shall comply in every respect with all applicable laws and safety standards of the Federal Government, State of Connecticut, and the Town of Granby.

IX. CONTRACTOR'S RESPONSIBILITIES

A. Hauling shall be accomplished with as little noise or other nuisance to abutting property owners as may be practical. The Contractor shall pick up any material scattered during hauling operations.

B. All trucks, trailers, and equipment must be in compliance with all applicable Federal, State, and Local rules and regulations. The Contractor shall submit to the State or its designated agent (i.e., Debris Monitoring Contractor) certifications indicating the type of vehicle, make and model, license plate number, equipment number, and measured maximum volume, in cubic yards, of the load bed of each piece of equipment utilized to haul debris. The measured volume of each piece of equipment shall be calculated from actual internal physical measurement performed and certified by the Contractor and approved by the State. Maximum volumes may be rounded to the nearest cubic yard. The reported measured maximum volume of any load bed shall be the same as shown on the signs fixed to each piece of equipment. The State or its designated agent reserves the right to re-measure trucks at any time to verify reported capacity.

C. The winning bidder shall be responsible for damage to private property arising from the hauling operation and shall provide the Town with a Certificate of Insurance. The Town shall be held free of any liability.

D. The winning bidder shall operate collection vehicles in such a manner so as not to impede traffic flow on Town streets. Loaded vehicles are not to be left standing on the streets.

X. TOWN RESPONSIBILITIES

The Town shall verify truck loads and quantities, with assistance from the monitoring service in place for this operation.

XI. PAYMENT

The Town will pay the winning bidder the contract unit price for materials hauled and certified.

XII. TIPPING FEES

The Town will not be responsible for any tipping fees associated with this contract.

XIII. QUALIFICATIONS OF BIDDER

Each bidder must show evidence of having satisfactorily carried out a similar service. This experience must have been within the last ten (10) years. This evidence may include letters.

XIV. EMPLOYMENT ROSTER AND CERTIFICATE OF INSURANCE

The Contractor will provide, a roster of the labor force that he or she intends to use in the execution of the contract. This roster must include name, address, and driver's license of employees. The Contractor shall provide the Town with a Certificate of Auto liability insurance in amounts required by the Town, and a certification of Workers Compensation insurance.

The Contractor hereby agrees to indemnify, protect and hold Town of Granby harmless from and against all liabilities, losses, claims, demands, and judgments, including reasonable attorneys' fees of any nature arising or alleged to arise from or in connection with any injury to, arising from, or connected with the Town of Granby during the term hereof. Contractor agrees that, at its cost and expense, it will procure and continue in force, public liability insurance in insurance companies authorized to do business in the State of Connecticut, such insurance to insure against liability for bodily injury and death and for property damage in an amount of at least \$2,000,000 combined singled limit. Additionally, Contractor shall provide a Certificate of Insurance demonstrating that they carry the statutorily required amount of Worker's Compensation Insurance. Each such policy of insurance shall name the Town of Granby as their interests may appear and shall contain an agreement by the insurer that such policy shall not be canceled without at least ten (10) days prior written notice to Town of Granby, Town Manager, by the insurance company writing the same. Contractor shall furnish a copy of such policy(ies) or certificates evidencing the same prior to the commencement of this Contractor.

XV. PROPOSAL FEES

All contract proposals should outline on the attached forms the fees for service as described herein.

THIS IS NOT A PREVAILING WAGE ELIGIBLE PROPOSAL

TOWN OF GRANBY, CONNECTICUT

HAULING SERVICES FOR DISPOSAL OF REDUCED AND GROUND
WOODY DEBRIS

Interested parties should submit their bid by noon on November 17, 2011, to the Granby Town Manager's Office, Granby Town Hall at 15 North Granby Road, Granby, CT 06035.

Unit price bids are due by **Thursday, November 17, 2011 at noon**. Faxed copies of the bid are acceptable (860) 653-8959, but must be followed with a hard copy to: 15 North Granby Road, Granby, CT 06035. They shall be addressed to the attention of Town Manager's Office and shall be labeled "Hauling Services".

Questions: Please contact James Klase or Kirk Severance at (860) 653-8960.

UNIT PRICE BID

A. Haul Ground woody debris from 536 Salmon Brook Street to a location approved by the Town of Granby

\$_____ / Cubic Yard

B. Load bidder's trucks with ground woody debris from site for transport by bidder.

\$_____ / Cubic Yard

Comments _____

Company Name _____

Address _____

Phone No. _____ Fax No. _____

Email address _____

Signature _____ Date _____

Printed name _____

Title _____

Attachments:

- a. Qualifications Statement (see Section XIII).
- b. Employment roster and Certificate of Insurance (see Section XIV)